City of Visalia

Citizens Advisory Committee

Wednesday, September 6, 2017 5:30 p.m 220 N. Santa Fe, Visalia CA

MINUTES, REGULAR MEETING

Call to Order and Welcome: by Chair; Norbert Duarte at 5:30 PM

Members Present:

Chair, Norbert Duarte
Vice Chair, Mary Beatie
Secretary; Joel Rosales
Members; Suzanne Monroe, Debbie Bowen, Mike Lane, Don Wright, David Winters,
Brian Poochigan, Joe Eiben

Members Absent: Roger Ovalle, Jim Burr, Chris Telfer

Alternates Present: No alternate members

Liaison & Staff Present: Mario Cifuentez, Deputy City Manager, Rhonda Haynes,

Housing Specialist

Public Comment: No public Comments made, no members of public present.

Approval of past month Agenda Minutes: After Review and corrections made, Motion made by Joe Eiben, approval of minutes with corrections second by Debbie Bowen. Unanimously approved by all present members of committee.

Regular Agenda Items:

- 1. Interview of Potential New Candidates for CAC & Appointment of new members, if applicable.
 - Timothy Jackson
 - Frank Ruiz

After interviews took place members discussed appointment of interviewed candidates at current meeting or putting a vote off until October 4, 2017 meeting. After discussion a motion was made by Joe Eiben to table appointments of current candidates until all other candidates are interviewed at October meeting, Second by Joel Rosales, unanimously approved by all members present.

2. Review of the Potential New Consolidated Annual Performance and Evaluation Report (CAPER) accomplishments during the 2016-2017 program year. Rhonda Haynes presented to committee CAPER 2016-2017 project and programs, success of programs, current CDBG projects, code enforcement, homeless program and other various projects. CAPER will be taken to city council for approval on September 18, 2017 meeting. City will be

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asking for Public Comment on CAPER. No action was needed for this agenda item.

CommitteeReports:

- 1. Non-Profit: Sub-committee Chair Suzanne Monroe presented the current status of the Non-Profit report July 1, 2016 June 30, 2017. Grant applications are due September 18, 2017 by 12:00pm.
- 2. Public Opinion Survey: Sub-Committee Chair Joel Rosales, need input on ideas to target demographics, and ideas on where and how we target the in person responses per the city council and city staff. Need to look into dates for in person responses.

Items for Future Agenda Consideration

Applicants for consideration Public Opinion Survey Non-Profit Grant decisions.

Adjournment: Chair Norbert Duarte, at 7:26pm next meeting October 4, 2017.

Respectfully submitted by, Joel Rosales; Secretary

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Ci	tizen's Advisory Con	nmittee				
15	members / 4 alterna	ates				
	Member Name	1st Term	2nd Term	3rd Term	Committee	Notes
1	Beatie, Mary	3/2016 -	7/2017 -			Vice Chair
		6/2017	6/2019			vice crian
2	Bowen, Debbie	8/2016 -				
		6/2018				
3	Burr, Jim	3/2016 -	7/2017 -			
		6/2017	6/2019			
4	Duarte, Norbert	3/2014 -	7/2016 -			Chair
		6/2016	6/2018	7/2017		_
5	Eiben, Joe	7/2013 - 6/2015	7/2015 - 6/2017	7/2017 - 6/2019		
		1/2017 -	0/2017	0/2019		+
6	Lane, Mike	6/2017 -				
		7/2013 -	7/2015 -	7/2017 -		
7	Monroe, Suzanne	6/2015	6/2017	6/2019	Non-profit Chairperson	
	Ovalle, Rogelio	7/2017 -	0, = 0 = 1	, ====		
		6/2019				
9	Poochigian, Brian	7/2017 -				
		6/2019				
10	Rosales, Joel	8/2016 -			Chairperson - Public Opinion	Capratami
		6/2018			Survey	Secretary
11	Telfer, Chris	7/2017 -				
11		6/2019				
12	Winters, David	2/2014 -	7/2016 -			
12		6/2016	6/2018			
	Wright, Don	7/2015 -	7/2017 -			
		6/2017	6/2019			
	VACANT					
	VACANT					
	VACANT					
	VACANT					
	VACANT					
	VACANT					
FC	RMER MEMBERS					
	Member Name	1st Term	2nd Term	3rd Term		Notes
1	Gonzalez, John	7/2014 -	7/2016 -			Resigned 4.28.17 due to work related
		6/2016	6/2018			conflicts
2	Montgomery, Perry	4/2016 -				Resigned 7.7.17 due to work related
_		6/2018				conflicts
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Attendance Roster for the past 12 months

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Citizen's Advisory Committee													
Attendance Roster for Prior 12 month period													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	
	2016	2016	2016	2017	2017	2017	2017	2017	2017	2017	2017	2017	
Beatie, Mary	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	
Bowen, Debbie	Р	Р	Р	Р	Α	Р	Р	Р	Р	Α	Р	Р	
Burr, Jim	Р	Р	Р	Р	Р	Р	Α	Р	Р	Р	Р	Α	
Duarte, Norbert	Р	Α	Р	Р	Р	Р	Р	Α	Р	Р	Р	Р	
Eiben, Joe	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	
Lane, Mike				Р	Р	Р	Р	Р	Р	Р	Р	Р	
Monroe, Suzanne	Р	Α	Α	Р	Р	Α	Р	Α	Р	Р	Р	Р	
Ovalle, Roger									Р	Р	Р	Α	
Poochigian, Brian									Р	Р	Р	Р	
Rosales, Joel	Р	Р	Р	Р	Р	Р	Р	Α	Р	Р	Р	Р	
Telfer, Chris				Р	Р	Р	Р	Р	Α	Р	Р	Α	
Winters, David	Α	Α	Р	Р	Р	Р	Р	Р	Α	Р	Р	Р	
Wright, Don	Р	Р	Р	Р	Р	Р	Р	Р	Α	Α	Р	Р	
A - Absent													
P - Present													

Attendance

Advisory body members are expected to attend meetings regularly. Conscientious attendance is a fundamental responsibility, as irregular attendance lessens one's ability to study all aspects of items under consideration. It is important to notify staff of any absences for the purposes of determining a quorum. Members are required to notify the staff liaison no later than 24 hours prior to any regular meeting of his/her intent not to attend said meeting.

Excessive absenteeism, which is defined to mean missing three (3) consecutive regular meetings or four (4) regular meetings in a 12 month period, shall constitute resignation of the member and the member shall be considered removed from the advisory body. In the event a meeting is cancelled because of a lack of quorum, the member(s) whose lack of attendance caused the cancellation will be counted, even though no meeting occurred.

Tardiness and early departure of more than 30 minutes in a meeting is considered an absence.