



Monterey County Community Action Commission

Monterey County Community Action Partnership

Meeting Location: 1000 South Main Street, Suite 110, Salinas, CA 93901

Zoom Link: <https://montereycty.zoom.us/j/98543963884> Telephone Dial-In #: 1-669-219-2599 98543963884

MEETING AGENDA

November 17, 2025, 4:00 pm to 5:30 pm

In accordance with the traditional Brown Act’s teleconference provision, the following addresses identify the location of remotely participating members, are accessible to the public, have an agenda publicly posted on site, and allow for the public to address the full decision-making body.

Commissioner Govea’s Remote Location: 61575 Dead Man’s Gulch Rd San Ardo, CA 93450

Commissioner Odello’s Remote Location: 4471 E. Gila Ridge Rd., Yuma, AZ 85365

Commissioner Vargas’s Remote Location: 402 Broadway St., King City, CA 93930

District	Rep Low-Income	Rep Public Sector	Rep Private Sector
1 - Alejo	Victor Caravez	Irma Lopez	Connie Pineda
2 - Church	Ronald Holder	Derrick Elder - SECRETARY	Alejandra Gonzalez
3 - Lopez	Ana Vargas	Teresita Govea	Gloria Ramos
4 - Askew	Germaine Esquivel	Winifred Chambliss – COMPLIANCE OFFICER	Donna Smith – V. CHAIR
5 - Daniels	Lorraine Yglesias	Karen Belding	Jake Odello – CHAIR
Staff:	John Gil, Adriana Narez-Tapia, and Teresa Pureco		

I. Welcome:

- A. Call to Order
- B. Roll Call Attendance & Establishment of Quorum

II. Announcements:

- A. Call for Additions/Modifications to the Agenda (**ACTION ITEM, if proposed**)

III. Public Comment: Chair will recognize members of the public for oral comment on items that are not on the agenda. Comments will be limited to three (3) minutes. Comments relating to scheduled agenda items will be heard at the time the item is being considered by the Commission.

IV. Presentation:

- A. Monterey County Children’s Health Outreach for Insurance, Care and Enrollment (MC-CHOICE), *Brenda Nunez-Rodriguez, Supervising Office Assistant II*

V. Consent Items: (ACTION ITEM) All items will be voted on in single action unless the board wishes to discuss an item further. In which case, the board may request an individual item be pulled and placed in Business Section for separate action.

- A. October 2025 Commission Minutes
- B. November 2025 Executive Committee Minutes
- C. November 2025 Financial Report
 - i. 2025 Agency Expending Update

The mission of the Monterey Community Action Partnership is to assess the needs of the low-income people in Monterey County and develop, maintain, and evaluate community services that empower low-income individuals and families to improve their quality of life.

Send requests for ADA-related accommodations or modifications to attend meetings to: mccap@countyofmonterey.gov



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- ii. Commission input and comment

VI. Business Items:

- A. Approve 2026 EC and CAC Meeting Calendar (**ACTION ITEM**)
- B. Approve proposal to cancel December 15, 2025 CAC Meeting (**ACTION ITEM**)
- C. Homeless Service Resource Guide Workgroup Update
- D. MCCAP Federal Poverty Level Input Survey
- E. Presentation Protocol

VII. Reports:

- A. Staff Report
 - i. Report out: 2025 Cal-CAPA Conference – John and Adriana attended
 - ii. Resources, training opportunities, community news, and events.
 - iii. Commissioner Reappointments
- B. Commissioner Roundtable – verbal reports outs

VIII. Adjournment:

- A. Meeting adjourned
 - i. **Next Executive Meeting Decembe 1, 2025**
 - ii. **Next Full CAC Meeting is scheduled for cancellation if approve during this meeting, otherwise, scheduled for December 15, 2025.**

For ZOOM participation by PHONE Dial: US: +1 669 219 2599

Enter this Meeting ID number: 985 4396 3884 when prompted. There is no Participant Code, please press # again after the recording prompts you.

To RAISE YOUR HAND, push *9 on your keypad

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Monterey County Community Action Partnership

Monterey County Community Action Commission
Full Commission Meeting

Regular Commission Meeting Minutes

October 20, 2025 4:00-5:30 p.m.

Zoom Link: <https://montereycty.zoom.us/j/98543963884> Telephone Dial-In: 1-669-219-2599 98543963884#

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Commissioner Govea’s Remote Location: 61575 Dead Man’s Gulch Rd San Ardo, CA 93450

Commissioner Esquivel’s Remote Location: 47900 HWY 1, Big Sur, CA 93920

Quorum Met: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No *Excused Absence						
District	Rep Low-Income		Rep Public Sector		Rep Private Sector	
1-Alejo	<input checked="" type="checkbox"/>	Victor Caravez	<input type="checkbox"/>	Irma Lopez (absent unexcused)	<input checked="" type="checkbox"/>	Connie Pineda
2-Church	<input checked="" type="checkbox"/>	Ronald Holder	<input checked="" type="checkbox"/>	Derrick Elder - Secretary (member of the public)	<input checked="" type="checkbox"/>	Alejandra Gonzalez
3-Lopez	<input checked="" type="checkbox"/>	Ana Vargas (member of the public)	<input checked="" type="checkbox"/>	Teresita Govea	<input checked="" type="checkbox"/>	Gloria Ramos
4-Askew	<input checked="" type="checkbox"/>	Germaine Esquivel	<input checked="" type="checkbox"/>	Winifred Chambliss – Compliance Officer	<input checked="" type="checkbox"/>	Donna Smith - VICE CHAIR
5-Daniels	<input checked="" type="checkbox"/>	Lorraine Yglesias	<input checked="" type="checkbox"/>	Karen Belding	<input checked="" type="checkbox"/>	Jake Odello - CHAIR
Staff:	John Gil, Adriana Narez-Tapia, and Teresa Pureco					
Guest:	Donna Smith, MCOE <i>Director of Program Integration and Support and Coordinator of Homeless Children and Youth Services Program.</i>					

I. Welcome:

- A. Call to Order – Meeting called to order by Chair Smith at 4:04
- B. Roll Call Attendance & Establishment of Quorum: Quorum met.

II. Announcements:

- A. Call for Additions/Modifications to the Agenda (**ACTION ITEM, if proposed**) None

III. Public Comment: Chair will recognize members of the public for oral comment on items that are not on the agenda. Comments will be limited to three (3) minutes. Comments relating to scheduled agenda items will be heard at the time the item is being considered by the Commission. None

IV. Presentation:

- A. Monterey County Office of Education (MCOE), *Donna Smith, Director of Program Integration and Support and Coordinator of Homeless Children and Youth Services Program.*



Monterey County Community Action Partnership

Monterey County Community Action Commission
Full Commission Meeting

- V. Consent Items: (ACTION ITEM)** All items will be voted on in single action unless the board wishes to discuss an item further. In which case, the board may request an individual item be pulled and placed in Business Section for separate action.

- A. September 2025 Commission Minutes
- B. October 2025 Executive Committee Minutes
- C. October 2025 Financial Report
 - i. Commission input and comment

MOTION TO AMEND AND APPROVE by Gonzalez, second by Chambliss - APPROVED

1. Aye: Caravez, Pineda, Holder, Gonzalez, Govea, Ramos, Esquivel, Chambliss, Smith, Yglesias, Belding, Odello,
2. Nay: None
3. Abstain: n/a

VI. Business Items:

- A. RFP – Endorsement of Awards (**ACTION ITEM**) -Adriana release a list of awardees. Commissioner Chambliss suggested to restructure rankers duties.

MOTION TO AMEND AND APPROVE by Smith, second by Caravez - APPROVED

1. Aye: Caravez, Pineda, Holder, Gonzalez, Govea, Ramos, Esquivel, Chambliss, Smith, Yglesias, Belding, Odello,
 2. Nay: None
 3. Abstain:
- B. Homeless Service Resource Guide Workgroup Update – Per John, assignments were given to committee members. He will send updated spreadsheet to Commissioners.
 - C. MCCAP Federal Poverty Level Input Survey – missign five responses from D1, D3, D4.
 - D. Inclement Weather Voucher Program – Per John, a training session is set for 10/27 for participating agencies

VII. Reports:

- A. Staff Report
 - i. Resources, training opportunities, community news, and events.
 - ii. Commissioner Reappointments - completed
- B. Commissioner Roundtable – verbal reports outs
Commissioner Yglesias – Monterey Bay Aquarium is restarting their group visits program, 501(c)(3) agencies qualify. EBT holders have access to museums, and get up to 4 guests in for free.
Commissioner Esquivel – expressed concern when presenters use pictures of minors . It was clear that the minor had giving consent.
Commissioner Chambliss – inquired about adopting a family from PFC, Commissioner Odello will follow up.
Commissioner Gonzalez – Halloween Fun Fest , annual resource Fair 11/16 at rec center 12am -5pm.

VIII. Adjournment:

- A. Meeting adjourned at 5:27
 - i. Next Full CAC Meeting is scheduled for **October 20, 2025**



Monterey County Community Action Partnership

Monterey County Community Action Commission
Full Commission Meeting

Respectfully

Teresa Pureco and Adriana Narez-Tapia



Monterey County Community Action Commission Executive Committee Meeting Minutes Monday, November 10, 2025 4:00pm-5:00pm

Meeting Location: 1000 S. Main St, Salinas CA Suite 302

In accordance with the traditional Brown Act's teleconference provision, the following addresses identify the location of remotely participating members, are accessible to the public, have an agenda publicly posted on site, and allow for the public to address the full decision-making body.

Commissioner Govea Remote Location: 61575 Dead Man's Gulch Rd San Ardo, CA 93450

ZOOM Link: <https://montereycty.zoom.us/j/97945697513> **Telephone Dial-In:** 1-669-219-2599 97945697513#

Time: Monday, November 10, 2025 4:02 pm

Place: ZOOM <https://montereycty.zoom.us/j/97945697513>

Present: Ronald Holder, Donna Smith, Jake Odello, Derrick Elder, Connie Pineda, Germaine Esquivel, and Winifred Chambliss

Absent:

Excused: Teresita Govea

Public:

Staff: John Gil, Adriana Narez-Tapia, and Teresa Pureco

1. Call to Order & Attendance
2. Public Comment - none
3. Review/Discuss Draft CAC Agenda for the November 17, 2025, meeting.
 - a. Consent Items (Action)
 - October 2025 Commission Minutes
 - November 2025 Executive Committee Minutes
 - November 2025 Financial Statement - contract cycle ends in December, staff keeps track of their spending.
 - b. Presentation
 - MCChoice – DSS Community Benefits Outreach – also handles mobile unit
 - c. Business/Discussion:
 - Presentations – Commissioner Smith requested discussion of protocols when non-CAP/CAP agencies are presenting. Protocols will be use by Commissioners when addressing presenters. Commissioner Odello will provide a draft for the 11/17 meeting.
 - 2026 Homeless Resource Guide Workgroup – Commissioner Smith completed her section. John will send an email on

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Wednesday for an update, goal is to print and promote by end of the year.

- MCCAP FPL Input Survey – missing 3 input surveys from D3, D1. She sent reminder emails to three commissioners.
- 2026 Calendar Meeting – Adriana to provide calendar at next meeting for approval

d. Reports

- CalCAPA Conference Update – John and Adriana will provide an update
- Staff Report – MCCAP Staff Updates
- Commissioner Roundtable

4. Strategic Planning Committee Meeting.

Committee members conducting a SWOT analysis now and will establish some tasks and deadlines. Committee will meet again 12/1. Adriana to send strategic plan documents and sample materials to all participating Commissioners

- a. SWOT – worked on identifying strengths and weaknesses. Discussed the need to improve CAP visibility in the community.
- b. Goals – at next meeting will generate some goals. Adriana will share some examples of goals from other agencies within the next few weeks before 12/1 meeting.

5. Additional Discussion and CAC Meeting Preparations

Proposed to cancel regular CAC meeting in December.

6. Meeting Adjourned - - 5:01

Next Executive Meeting is December 1, 2025

For ZOOM participation by PHONE Dial: US: +1 669 219 2599

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mccap@countyofmonterey.gov

Respectfully Submitted by Teresa Pureco and Adriana Narez-Tapia

**COMMUNITY ACTION PARTNERSHIP
CY 2024 - 2025
CSBG CONTRACTORS
FINANCIAL STATEMENT**

COMMUNITY ACTION PARTNERSHIP CONTRACTS	PO NUMBER	FUNDING SOURCE	TERM OF CONTRACT	CONTRACT AMOUNT	PO AMOUNT	PAID TO DATE	CONTRACT BALANCE	% USED	PAID THROUGH
BOYS AND GIRLS CLUB OF MONTEREY COUNTY	DO# 42803	CSBG CAP	02/01/24 - 12/31/25	121,000.00	121,000.00	118,116.26	2,883.74	98%	Oct-25
COMMUNITY HOMELESS SOLUTIONS	DO# 42805	DV/HP	03/07/24 - 12/31/25	180,000.00	180,000.00	158,384.17	21,615.83	88%	Sep-25
GATHERING FOR WOMEN	DO# 42806	Homeless Funds	03/01/24 - 12/31/25	90,000.00	90,000.00	83,711.39	6,288.61	93%	Oct-25
GOODWILL CENTRAL COAST	DO# 42807	CSBG CAP	02/15/24 - 12/31/25	90,000.00	90,000.00	82,735.35	7,264.65	92%	Sep-25
MEALS ON WHEELS OF MONTEREY PENINSULA	DO# 42810	CSBG CAP	02/01/24 - 12/31/25	90,000.00	90,000.00	90,000.00	-	100%	Jul-25
PARTNERSHIP FOR CHILDREN	DO# 42811	CSBG CAP/Homeless Funds	03/01/24 - 12/31/25	130,000.00	130,000.00	104,815.82	25,184.18	81%	Sep-25
SUN STREET CENTERS	DO# 42813	CSBG CAP	03/08/24 - 12/31/25	90,000.00	90,000.00	82,098.43	7,901.57	91%	Oct-25
UNITED WAY	DO# 42814	CSBG CAP	02/15/24 - 12/31/25	126,000.00	126,000.00	126,000.00	-	100%	Oct-25
YWCA	DO# 42815	County DVTF	02/01/24 - 12/31/25	112,000.00	112,000.00	98,981.94	13,018.06	88%	Sep-25
Subtotal				1,029,000.00	1,029,000.00	944,843.36	84,156.64	92%	

COMMUNITY ACTION COMMISSION 2026 MEETINGS

Date	Meeting	Date	Meeting
January 5	Executive Committee Meeting	July	Summer Break
*January 26	Commission Meeting	July	Summer Break
February 2	Executive Committee Meeting	August 3	Executive Committee Meeting
*February 23	Commission Meeting	August 17	Commission Meeting
March 2	Executive Committee Meeting	**September 8	Executive Committee Meeting
March 16	Commission Meeting	September 21	Commission Meeting
April 6	Executive Committee Meeting	October 5	Executive Committee Meeting
April 20	Commission Meeting	October 19	Commission Meeting
May 4	Executive Committee Meeting	November 2	Executive Committee Meeting
May 18	Commission Meeting	November 16	Commission Meeting
June 1	Executive Committee Meeting	December 7	Executive Committee Meeting
June 15	Commission Meeting	December 21	Commission Meeting

NOTES: Unless otherwise noted, Executive Committee Meetings are held every first Monday of the month and Community Action Commission Meetings are held every third Monday of the month. All Meetings begin at 4:00 p.m. To **accommodate holidays *CAC meeting adjustment has been made. ** EC meeting adjustment has been made.**

Meetings will remain accessible to the public via Zoom participation. In accordance with the traditional Brown Act's teleconference provision, remotely participating members will publish their address and ensure site is accessible to the public, has an agenda publicly posted on site, and allow for the public to address the full decision-making body.

Commission Meeting
Zoom Link: <https://montereycty.zoom.us/j/93002160159>

Executive Committee
Zoom Link: <https://montereycty.zoom.us/j/96990707184>

Commission Meeting
Phone Access: Dial (669) 219-2599 or (669) 900-6833
enter **ID 930 0216 0159**

Executive Committee
Phone Access: Dial (669) 219-2599 or (669) 900-6833
enter **ID 969 9070 7184**

***There is no passcode needed to join via zoom or phone. Note that the public will be muted by default. If you would like to speak during the public comment portion of the meeting, you have the following options:**

Online - raise your hand or use the Q&A panel to submit your comments. Phone - press *9 to raise your hand, *6 to send a request to be unmuted.

For meeting accommodations or questions please contact MCCAP at: (831) 796-1553 or email: MCCAP@countyofmonterey.gov
MCCAP Website: [Link](#) MCCAP Facebook: [@montereycountycap](#)

Monterey County Community Action Commission

Protocol for Commissioners During Service Provider Presentations

Purpose:

The purpose of this protocol is to ensure that all Monterey County Community Action Commission (CAC) members conduct themselves with professionalism, respect, and fairness during presentations made by service providers, partner agencies, and community organizations. Commissioners are representatives of their appointing authorities and communities, and their conduct reflects the integrity and mission of the Commission.

General Conduct

- **Respect and Professionalism:**

Commissioners shall treat all presenters with courtesy, attentiveness, and respect. Side conversations, interruptions, or distractions (including electronic devices) should be minimized during presentations.

- **Active Listening:**

Commissioners are encouraged to actively listen to presenters, taking notes and reserving questions until the presentation concludes or until the Chair opens the floor for questions.

- **Equal Opportunity for Presenters:**

Each presenter shall be afforded equal time and opportunity to share their information without interruption. Commissioners shall avoid monopolizing discussion time.

- **Representation of Role:**

Commissioners are appointed representatives of their respective communities and County Supervisors. Comments and questions should reflect the broader needs and interests of those constituencies, rather than personal opinions or unrelated matters.

Appropriate Questions and Engagement

When engaging with presenters, Commissioners are encouraged to ask questions that:

- **Clarify Program Operations:**

- What services does your program provide, and who is your target population?

- How do you ensure equitable access to services across Monterey County communities?
- What are the primary challenges or barriers your clients face?
- **Assess Impact and Outcomes:**
 - What measurable outcomes demonstrate the effectiveness of your services?
 - How do you evaluate client satisfaction and program success?
 - What partnerships or collaborations enhance your impact?
- **Address Alignment with CAC Goals:**
 - How does your work align with the goals and priorities of the Community Action Commission?
 - Are there opportunities for coordination with other county-funded programs or CAC initiatives?
- **Understand Resource Use and Accountability:**
 - How are funds allocated to ensure efficient service delivery?
 - What systems are in place for program accountability and fiscal oversight?

Avoid:

- Asking questions unrelated to the presentation or the agency's mission.
- Making personal judgments or policy statements that have not been approved by the Commission.
- Engaging in debate or criticism; all concerns should be directed through the Chair or staff for follow-up.

Respect for the Presenter's Time

- Presenters are typically allotted a specific time frame. Commissioners should be mindful of that limit and keep questions concise and relevant.
- The Chair or staff liaison may moderate the question period to ensure all Commissioners have the opportunity to engage.

Commitment to Community Representation

As appointed representatives:

- Commissioners shall bring forward the needs and perspectives of their communities and Supervisorial districts when evaluating service presentations.
- Commissioners should use the information gathered during presentations to inform Commission priorities, funding recommendations, and policy discussions.

Acknowledgment

By participating in CAC meetings and presentations, each Commissioner affirms their commitment to:

- Upholding the values of respect, fairness, and collaboration;
- Engaging in informed and constructive discussion; and
- Representing the interests of Monterey County residents with integrity.

**Community Action Commission
Staff Report – November 17, 2025**

Agency/Community Action Updates:

- Ethics Training Due
 - Irma Lopez

Employment Opportunities:

- The County of Monterey is recruiting for several positions. Please visit the website for a list of job openings: [Job Opportunities | County of Monterey \(governmentjobs.com\)](https://www.montereycountyjobs.com/)

Community Events and Activities:

- UWMC – *VITA Volunteers Needed (See attached flyer)*
- Partnership for Children seeking volunteers, check out their website: <https://www.partnerforkids.org/volunteer#volunteer-signup>

CAP staff welcomes your input regarding future reports and presentation topics!

Please send suggestions to mccap@co.monterey.ca.us

WHAT IF DOING TAXES COULD CHANGE A LIFE?



Can You Help a Neighbor and Build Your Career?

Join the Volunteer Income Tax Assistance (VITA) team that's making a difference in our community. We provide FREE tax training and IRS certification. Visit our website for upcoming training dates and more information.

We're looking for:

- Tax Preparers
- Intake Specialists
- Site Coordinators
- Bilingual volunteers (Highly Appreciated!)

Last year, volunteers helped file over **1,300 tax returns—bringing more than \$2.5 million in refunds and credits** back into Monterey County.

You'll receive **32 hours of free IRS certification training—available online or in-person.** All materials are provided. Then, volunteer at a neighborhood site near you and put your skills to work!

Scan the QR code or visit the website to sign up!

unitedwaymcca.org/vita-volunteer



“Volunteering with VITA gave me real-world experience while helping families in my own community.”

– Sarah, VITA volunteer



VITA



¿QUÉ PASARÍA SI HACER IMPUESTOS PUDIERA CAMBIAR UNA VIDA?



¿Puedes ayudar a un vecino y construir tu carrera?

Únase al equipo de Asistencia Voluntaria para la declaración de impuestos (VITA) que está marcando la diferencia en nuestra comunidad. Ofrecemos entrenamiento tributaria GRATUITA y certificación del IRS. Visite nuestro sitio web para conocer las próximas fechas de entrenamiento y más información.

Estamos buscando:

- **Preparadores de impuestos**
- **Especialistas en admisión**
- **Coordinadores del sitio**
- **Voluntarios bilingües (¡Muy apreciados!)**

El año pasado, los voluntarios ayudaron a presentar más de 1.300 declaraciones de impuestos, aportando más de 2,5 millones de dólares en reembolsos y créditos al condado de Monterey.

Recibirás 32 horas de entrenamiento gratuito para la certificación del IRS, disponible en línea o presencialmente. Se te proporcionarán todos los materiales. Después, ofrécete como voluntario en un centro cercano y pon en práctica tus habilidades!

¡Escanea el código QR o visita el sitio web para registrarte!

unitedwaymcca.org/vita-volunteer



“Al ser voluntario con VITA me brindó experiencia práctica al ayudar a familias de mi propia comunidad”.

– Sarah, voluntaria de VITA



VITA

