

CAFCA Board Meeting Minutes
January 14, 2016
9:30 a.m. Hartford/Rocky Hill Sheraton

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (past Chair); David Morgan (TEAM); Peter DeBiasi (Access); Charles Tisdale (ABCD, via conference call); Edith Karsky, Rhonda Evans, Kelley Hall (CAFCA)

Guests: Bill Bevacqua (ABCD, via conference call); Jean Cronin

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Dr. Gatling convened the CAFCA board meeting at 9:37 a.m.	
Election of CAFCA Directors and Officers	<p>Dr. Gatling began the election of CAFCA Directors and Officers. Ms. Karsky passed out the slate of officers: Deborah Monahan, Chair; Amos Smith, 1st Vice Chair; Michelle James, 2nd Vice Chair; Rocco Tricarico, Treasurer; Tom Morrow, Secretary. Mr. DeBiasi moved to elect the slate.</p> <p>Mr. Morrow indicated that he may not be able to serve the entire year, should he retire. Dr. Gatling stated that an election will take place, should this occur. Ms. Monahan and the CAFCA board thanked Dr. Gatling for his years of service as CAFCA Chair. Ms. Monahan asked for a motion for board members to elect themselves as the CAFCA Board of Directors.</p> <p>Ms. Karsky and Mr. Smith asked how the board will elect the board member of the new CAA in Norwalk. Ms. Monahan stated that once the new CAA is in place, the board will vote and elect the new director. She asked for a motion to accept this course of action.</p>	<p>Mr. DeBiasi, Mr. Morgan; passed unanimously</p> <p>Dr. Gatling, Ms. James; passed unanimously</p> <p>Dr. Gatling, Mr. Smith; passed unanimously</p>
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 11/19/15 meeting and the Executive Director's Report. No changes were indicated, and a motion was made to accept the consent agenda as presented.	Dr. Gatling, Mr. Morrow; passed unanimously
Finance Report	Mr. Tricarico gave the finance report and summarized the statement of activities for all grants: CSBG, RPIC, DOL, and the Data Warehouse. Members had questions on the RPIC budget, and discussed changes in how it and other budgets should be presented. A motion was made to table the finance report discussion until the budgets are re-formatted for the next meeting.	Mr. Smith, Dr. Gatling
Legislative Update and Development of 2016 Legislative Agenda and Strategies	<p>Ms. Cronin gave the legislative update. The budget situation is the worst it's been in years. Big issues include long-term debt obligations and bonding, the state employee pension system, and health care. GE is leaving Connecticut, which will cause repercussions for businesses and the state's business climate. Bond funding has also been put on hold.</p> <p>She summarized the most recent budget changes. In the December special session, HSI was cut \$151,083 (5%). In a second round of cuts, the Governor cut HSI another \$30,216 (1%) for a total of 6%, or \$181,299. Ms. Monahan stressed that this cut was on top of the 5% cut in HSI issued in 2015. Ms. Cronin stated that HSI is a big line item in the DSS budget and not directly linked to any one program so more susceptible to cuts. Mr. Tricarico and other members expressed concern that HSI may be cut entirely in the future, and the network must be innovative in finding new funding streams. Members discussed the CAA network's role in the Affordable Care Act (ACA), including the possibility of being involved in the Accountable Health Communities Initiative FOA from the Center for Medicare and Medicaid Services (CMS). Other strategic options such as initiating a relationship with Hartford HealthCare, or other hospitals,</p>	

	<p>were also discussed. There was also some discussion about how CAAs could help reduce health care costs in the health care delivery system by providing case management to people coming through the ER. Dr. Gatling suggested the network reach out to others state agencies in addition to DSS to help determine potential partnerships and funding opportunities. Commissioner Bremby has offered to facilitate such a meeting. Members also discussed becoming involved in the Governor's Second Chance initiative, and Ms. Karsky suggested scheduling a meeting with DOC Commissioner Scott Semple. Finally, members would like to meet with DEEP Commissioner Rob Klee as well as Representative Tim Ackert and Senator Paul Formica, energy committee members, to discuss the WX program.</p> <p>The house has a 12 seat difference between republicans and democrats, and the senate has a 3 seat difference. Given these close margins and the budget situation, Ms. Cronin suggesting setting up meetings between CAFCA board members and legislators from both parties This includes Senators Beth Bye, Marilyn Moore, Len Fasano; Representative Themis Klarides; and, minority leaders. Members suggested Ms. Monahan talk with Ms. Lena Rodriguez about her involvement with the network during the upcoming session. Session begins with Governor Malloy's State of State address on February 3rd, and ends on May 4th.</p> <p>CAFCA will update the networks' 2016 legislative priorities one-pager, op-ed, and HSI fact sheet. This will include Mr. DeBiasi's message that CAAs solve problems, avoid crises, and save money. These materials will be sent to the board.</p>	
Norwalk Update	Ms. Karsky gave an update on the Norwalk CAA service area. DSS has been trying to move the contract process along, but there have been challenges. Should a contract become available again, members agreed it should be awarded to an existing CAA(s). CAFCA will write a letter of support asking DSS to keep the Norwalk CAA service area within the CAA network.	
CAFCA Grants and Budget	Ms. Karsky briefly went over the CAFCA grants and budget packet in the board folder. Members had no questions.	
Other business	No announcement has been made as to who received the SSBG grant. A motion was made to authorize Ms. Monahan to sign off on all contracts as the newly elected board chair. Members asked that SMC attend the February board meeting, which will be held Thursday, February 25 th to give an update on the data warehouse program integration. The board will later decide if the March board meeting will be held on March 24 th or be cancelled. CAFCA was asked to facilitate a meeting where the following case management systems will be demonstrated: CMS, Steps, and Keyware.	Dr. Gatling, Ms. James
Adjourn	With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 12:36 p.m.	Dr. Gatling, Mr. DeBiasi

CAFCA Board Meeting Minutes

February 25, 2016

9:30 a.m. Human Resources Agency of New Britain

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair; via conference call) (CAANH); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (NOI); David Morgan (TEAM); Peter DeBiasi (*Access*); Charles Tisdale (ABCD, via conference call); Lena Rodriguez (via conference call); Edith Karsky, Rhonda Evans, Kelley Hall (CAFCA)

Guests: Bill Bevacqua, Marcia Fountain, Camille Perez (ABCD, via conference call); Jean Cronin, Hughes and Cronin (via conference call); Cassandra Norfleet-Johnson (DSS)

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Ms. Monahan convened the CAFCA board meeting at 9:33 a.m.	
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 1/14/16 meeting and the Executive Director's Report. No changes were indicated, and a motion was made to accept the consent agenda as presented.	Dr. Gatling, Ms. James; passed unanimously
Finance Report	Mr. Tricarico gave the finance report and summarized the statement of activities for all grants: CSBG, RPIC, DOL, and the Data Warehouse. He explained changes made to the format of the report, specifically a date change to the RPIC grant. Mr. Tricarico also discussed lobbying dues for Hughes and Cronin. CAFCA will send out invoices. A motion was made to accept the finance report.	Dr. Gatling, Mr. Morgan; passed unanimously
Federal Legislative Agenda and NCAF conference	Mr. Tricarico summarized the NECAP event, the <i>Politics, Poverty and the Presidency</i> forum, that took place in January. He discussed the struggles David Bradley is currently facing and urged members to support NCAF and CAP-PAC. He also talked about the need for Mr. Bradley to have a succession plan. Ms. Karsky, Mr. Tricarico, Mr. DeBiasi, Mr. Smith, and Ms. James will attend the NCAF conference and meet with the federal delegation in March.	
Agency Updates	Members provided agency highlights and updates. DSS has forgiven CAFCA the \$58,000 from the RAP/Section 8 program and is also supporting CAFCA in the forgiveness of its federal debt. A letter will be sent to Senators Blumenthal and Murphy asking for their support. TVCCA is working on a partnership with Hartford Healthcare. ABCD, <i>Access</i> , BCO, CAANH, HRA, and TEAM are looking to move to another case management software system. CAFCA will help coordinate a meeting between all six agencies to discuss details. <i>Access</i> is transitioning new board members and hired a new program planner to develop a jobs program. ABCD hired a new planner, and CAAWC is still looking to hire a new planner. BCO and HRA continue to work toward an agency merger.	
DSS Updates	CAFCA was awarded the SSBG contract. Ms. Norfleet-Johnson explained that there used to be 40 SSBG contracts across the state, and this is the first time there will be a single, statewide contractor. DSS and the CAA network must work together to ensure that the deliverables of the contract are implemented efficiently and effectively. She explained that when agencies report out on SSBG, the reports must be distinguished from HSI. SSBG clients must be different from those served using HSI funds. The contract is expected to be executed with CAFCA by March 31 st and agencies must have the program up and running by June 1 st . Some agencies will need additional assistance from DSS to accomplish this goal, and both DSS and CAFCA will meet with CAAs as necessary. CAFCA and all members stated that DSS needs to provide agencies with clear and specific instructions about expected SSBG contract requirements, deliverables, and reporting. CAFCA will hire a SSBG project director to monitor the agencies throughout the contract	

	period. CAFCA will share the job description of the project director.	
Legislative Update	<p>Ms. Cronin gave the legislative update and recapped the status of HSI funding. Originally, HSI was funded at \$3.1M for FY 2017. With the deficit mitigation savings, it was cut \$181,299 for a new FY 2017 appropriation of \$2.9M. She thanked Ms. James and Dr. Gatling for testifying at the Appropriations Committee budget hearing. Legislators do not support the Governor’s proposal to block grant line items into ‘agency allocations,’ which would allow the administration and agency commissioners determine what line items to fund and not fund. This recommendation is in addition to the 5.75% across-the-board cut to all departments. The Appropriations and Human Services sub-committee will recommend that the proposed block grant line items are restored. Legislators are holding off on scheduling meetings around this because they agree with human services groups that are against this proposal. The deadline for the Appropriations Committee to present their budget is March 31st. Ms. Cronin encouraged members to continue to reach out to the subcommittee members to voice concerns.</p> <p>Ms. Cronin summarized other bills of interest she is tracking for the network. They include a recommendation to raise the EITC back to 30% over a period of time and early childhood education issues like changes in qualifications for Care for Kids. After some backlash, the administration is pulling back on another proposal that would eliminate reimbursements for family care givers and require them to get accredited and receive training.</p> <p>Ms. Karsky asked if legislators are talking about revenue enhancements to help fix the budget deficit. Ms. Cronin said 30 of the 31 contracts are up for renegotiation now, and things are being looked at very closely. Ms. Karsky also asked if legislators are considering not doing anything with the budget. Ms. Cronin said even though legislators passed a biennial budget last year, it was not balanced. There is a \$72M deficit in FY 2016 and a \$575M deficit in FY 2017, and the deficiency is still growing. If the legislature does nothing, the Governor only has the authority to cut 5%, which would not be enough to balance the budget. So, legislators must take action. Finally, Ms. Cronin inquired about agency weatherization (WX) issues and concerns. CAFCA will send Ms. Cronin a draft letter to Commissioner Klee and a document summarizing these issues in the next week before she helps set up a meeting with DEEP.</p>	
Other business	HRA will cover BCO’s service area in CAFCA’s SNAP Outreach RFP application.	
Adjourn	With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 11:45 a.m.	Ms. James, Mr. DeBiasi

CAFCA Board Meeting Minutes

March 24, 2016

9:30 a.m. via conference call

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (NOI); David Morgan (TEAM); Peter DeBiasi (*Access*); Charles Tisdale (ABCD); Edith Karsky, Rhonda Evans, Kelley Hall (CAFCA)

Guests: Bill Bevacqua (ABCD); Jean Cronin, Hughes and Cronin

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Ms. Monahan convened the CAFCA board meeting at 9:38 a.m.	
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 2/25/16 meeting and the Executive Director's Report. No changes were indicated, and a motion was made to accept the consent agenda as presented.	Mr. Smith, Ms. James; passed unanimously
Finance Report	<p>Mr. Tricarico gave the finance report and summarized the statement of activities for all grants: CSBG, RPIC, DOL, and the Data Warehouse. He also explained the new format. Six agencies have paid their lobbying dues for Hughes and Cronin. Ms. Monahan encouraged agencies to pay their lobbying dues if they haven't done so already. Ms. Monahan asked when the data warehouse grant is scheduled to end. Ms. Karsky said in three weeks; CAFCA asked OPM for an extension because some software vendors needed more time to complete the data bridges. Once everything is complete, CAFCA will put together a presentation for all agencies on the warehouse.</p> <p>Mr. DeBiasi suggested that the finance report include an updated balance sheet on a quarterly basis. Mr. Tricarico also talked about reorganizing the fee structure. Ms. Karsky, Ms. Evans, and Mr. Jim Frohn (HRA) will meet to discuss. A motion was made to accept the finance report.</p>	Dr. Gatling, Mr. Morgan; passed unanimously
Legislative Update	<p>Ms. Cronin gave the legislative update. The legislature and the governor developed proposals to cover the \$220M FY 16 deficit. The governor's plan cuts HSI by \$173,604 and the legislature's plan cuts HSI by \$13,420. A final plan will be voted on in the coming week. Legislators will also vote to extend the Appropriations Committee deadline by one week. The deficit continues to grow, and is projected at \$900M in FY 17, \$8.1B in FY 18, and \$1.9B in FY 19.</p> <p>Cronin stated that the FY 17 \$900M deficit cannot be fixed solely by more cuts. State employee unions will have to negotiate or the governor will issue layoffs. A recent CT Voices for Children analysis indicates that all agencies would have to take a 17.5% cut if the unions do not negotiate. Mr. Smith asked if legislators are discussing a long-term budget solution that will ultimately get the state out of the current deficit situation within a certain timeframe. Ms. Cronin stated that Connecticut is heavily reliant on the income tax and capital gains. If the economy does not improve and revenues do not increase, nothing will change. The legislature must make systemic changes to the budget, which should include reforming the state employee pension system and healthcare benefits.</p> <p>Ms. Monahan asked about HB 5370, which proposed raising the minimum wage. Ms. Cronin said the bill died, and any proposed bill that would cost the state more money will also die. Members talked about DEEP's decision to recompute the WX program and believe DEEP is trying to move to one statewide provider and/or open it up to non-CAA vendors. <i>Access</i>, CAANH, CRT, and NOI run WX; ABCD recently dropped it. Ms. Cronin and CAFCA are in the process of</p>	

	<p>scheduling a meeting with Commissioner Klee to discuss RFP concerns and other WX issues. CAFCA will notify the WX agencies once the meeting is scheduled. Mr. DeBiasi also plans to discuss this issue with his legislators, and members were encouraged to do the same.</p> <p>Finally, Ms. Cronin asked about the status of Norwalk. The Norwalk Housing Authority Foundation was awarded the contract but has not been able to respond to any DSS request. They also lost their Head Start program. CAFCA will keep Ms. Cronin updated.</p>	
SSBG Update	<p>The SSBG Advisory Committee is comprised of: Mr. DeBiasi, Ms. Monahan, and Mr. Tricarico. The Advisory Committee members met with Ms. Karsky, and Ms. Evans recently to discuss the SSBG program and contract. The program effective date is April 1st, and to some extent the budgets will be front loaded based on the funds that are available. CAFCA is working to hire a full-time staff person to oversee SSBG, and will begin meeting with agencies in April to discuss the program further. Training is also slated to begin in early spring. Ms. Karsky reminded members that the SSBG program process is very similar to HSI case management (which includes SSBG, SSBG TANF funds), but the income eligibility requirements and deliverables are somewhat different and will need to be tracked separately and carefully. Mr. DeBiasi explained that DSS signed a contract with CAFCA and each agency will have a subcontract, which includes: clarification on services provided; data collection and reporting requirements; software conversion funding; and, what happens if an agency under performs. Mr. Tricarico encouraged all members to carefully review the subcontract to ensure a clear understanding of expectations.</p>	
NASCSP/ ROMA-NG	<p>Ms. Evans discussed the ROMA Next Generation (ROMA-NG) updates recently released by NASCSP. This includes five surveys the network is being asked to participate in. CAFCA will pull together a group of agency planners/staff on March 29th to fill out Survey 3: Individual and Family Level Work. The survey has 163 questions, but NASCSP is allowing agencies to collaborate and submit one survey as a group. All participating agencies will receive credit, and CAFCA will submit the answers. Ms. Karsky added that Executive Directors/Presidents/CEOs should fill out Survey 1: Theory of Change and Survey 5: Tying it all Together. CAFCA will send out links to the surveys to the board.</p>	
Agency/ Program Update	<p>No agency program updates were provided.</p>	
Other business	<p>End Hunger CT asked to be a subcontractor in CAFCA's SNAP Outreach RFP application. The application will be submitted on Monday, March 28th.</p>	
Adjourn	<p>With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 11:01 a.m.</p>	<p>Mr. DeBiasi, Ms. James</p>

CAFCA Board Meeting Minutes

April 28, 2016

9:00 a.m., Sheraton Hartford South Hotel

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (NOI); Lena Rodriguez (CRT); David Morgan (TEAM); Charles Tisdale (ABCD); Edith Karsky, Rhonda Evans, Kelley Hall, Katrina Bresnahan (CAFCA)

Guests: Bill Bevacqua (ABCD); Jean Cronin, Hughes and Cronin

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Ms. Monahan convened the CAFCA board meeting at 9:03 a.m.	
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 3/24/16 meeting and the Executive Director's Report. No changes were indicated, and a motion was made to accept the consent agenda as presented.	Dr. Gatling, Mr. Tricarico; passed unanimously
Finance Report	Mr. Tricarico gave the finance report and summarized the statement of activities for all grants: CSBG, RPIC, DOL, and the Data Warehouse. Back up sheets are available upon request. Ms. Monahan asked when the data warehouse grant is scheduled to end. Ms. Evans said all of the updates are complete and final testing is underway. The updated Warehouse will go live by the end of May or early in June. Once everything is complete, a presentation will be provided to the board and training for CAA staff. A motion was made to accept the finance report.	Ms. James, Mr. Smith; passed unanimously
Agency/Program Update	Ms. Karsky introduced Katrina Bresnahan, SSBG Project Director and CAFCA's new staff person. Ms. Monahan discussed her agency's triennial assessment as well as the need for more training on organizational standards documentation. This was also communicated to DSS. Ms. Karsky suggested DSS present at a CAFCA board meeting.	
Legislative Update	<p>Ms. Cronin gave the legislative update. Legislators continue to work on a budget; tensions are high. Pending bills are suffering because the budget is unknown. Revenues continue to decline, and the current FY 16 deficit is \$41M. The Appropriation's budget cut HSI by 5.75% in addition to the recent recessions. The Governor's revised budget cuts HSI by 10% (total of 15%, including Appropriations cut). The Republican's proposed budget cuts HSI by 12%. The Governor has not been invited to budget negotiations and indicated he will not sign the budget if that continues. Democrats continue to try and come up with a budget that will pass both houses. Ms. Rodriguez asked if other human services line items have been cut as much as HSI. Ms. Cronin stated that some line items have been completely eliminated and others have been cut more. She reminded members that although HSI has bipartisan support, it is one of the largest line items in the DSS budget.</p> <p>Ms. Cronin discussed other options to address the deficit. If budget negotiations do not include the unions, line items cannot be restored. Additionally, the Governor's transportation initiative diverts .5% of the sales tax over 30 years and the Democrats car tax initiative requires a portion of the sales tax. Both items take needed revenue out of the General Fund that could be used to help balance the budget. The projected deficit for FY 17 is \$900M; FY 18 is \$1.7B; and, FY 19 is \$1.9B. Ms. Cronin suggested a short and long-term strategy moving forward. In the short-term, she urged members to contact their legislators and ask them not to make further cuts to HSI. In the long-term and after session is over, the network should meet with legislative leadership and Human Services Committee leaders to discuss how Community Action Agencies can fill in safety net service gaps or privatize services provided by the state.</p>	
Other business	None at this time.	
Adjourn	With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 9:55 a.m.	Dr. Gatling, Ms. Rodriguez

CAFCA Board Meeting Minutes

May 19, 2016

9:30 a.m., HRA Board Room

Present: Deborah Monahan (Chair) (TVCCA); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (by phone) (Secretary) (BCO); Dr. James H. Gatling (NOI); Lena Rodriguez (CRT); David Morgan (TEAM); Peter DeBiasi (*Access*); Charles Tisdale (by phone) (ABCD); Edith Karsky, Rhonda Evans, Katrina Bresnahan (CAFCA)

Guests: Bill Bevacqua (by phone) (ABCD); Jean Cronin (Hughes and Cronin); Cassandra Norfleet Johnson (DSS); Michael VanDeventer & Heather Greatorex, (Mahoney Sabol); James Frohn (HRA)

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Ms. Monahan convened the CAFCA board meeting at 9:33 a.m.	
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 4/28/16 meeting and the Executive Director's Report. Members made and seconded a motion to accept the consent agenda as presented.	Dr. Gatling, Ms. James; passed unanimously
Finance Report	Mr. Tricarico stated that the finance report would be brief, given Mahoney Sabol's audit report later in the meeting. He introduced and distributed a new report to members per auditor recommendation. It gives a quarterly snapshot of CAFCA's financial position and allows for real time analysis of how the agency is doing financially. The report currently shows that CAFCA has a small net asset. There were no questions, and members made and seconded a motion to accept the finance report.	Dr. Gatling, Ms. James; passed unanimously
Legislative Update	<p>Ms. Cronin gave the legislative update. It has been a difficult session, as exemplified by the lack of a passed budget. As discussions continue, the deficit continues to grow. Revenues are down significantly primarily due to decreased income tax revenue. At this time, the Governor plans to use the \$407M rainy day fund if the deficit continues by the end of June. The General Assembly (GA) will hold a Special Session due to these ongoing budget concerns. The final cut to HSI funding amounted to \$371,007 in total and is down to \$2.736M from \$3.107M.</p> <p>The GA passed the budget implementer bill by a tight margin, largely along party lines. The biggest issue that has come out of budget discussions is the lack of input and givebacks with State employee unions; \$255M in cuts are in personnel costs alone and 2,500 lay-offs are expected. This includes a combination of retirements and positions that will go unfilled. DSS has had 71 layoffs so far, and Judicial took a hard hit. After the layoffs, bumping will occur due to union bumping rights. House Speaker Brendan Sharkey announced that he is not running again. It is likely that House Majority Leader Joe Aresimowicz will run for speaker; Rep. Toni Walker and Rep. Matthew Ritter are planning to run for the position of majority leader.</p> <p>Mr. Tricarico asked if there is an opportunity for CAAs to collaborate with the state when and if they look to privatize services. Ms. Cronin said that the state is likely to look at privatizing services, and CAAs should assess where they might fit in.</p> <p>Ms. Cronin discussed upcoming changes in representation, as many senators and house members have announced retirements or that they are not running again. She stressed that members must take the initiative to introduce themselves to new legislative leaders and invite them to visit their agency so they are aware of and understand what CAAs do. Ms. Cronin also stated that members should continue efforts to advocate for HSI over the summer. Ms. Karsky suggested we schedule meetings with Ben Barnes, Anne Foley, Sue Weisselberg, and Sen. Beth Bye ASAP.</p>	

Audit Report	<p>Mr. VanDeventer and Ms. Greatorex discussed CAFCA's completed audit. The audit progressed smoothly with no significant issue identified. This year, CAFCA met the threshold for a Federal single audit. The agency's 990 is in the process of being completed. Overall, the auditors issued unmodified, clean opinions around CAFCA's compliance and all accounting was appropriate across CSBG and other funding sources. They recommended that CAFCA formalize RPIC and SSBG documentation for monitoring purposes.</p> <p>Mr. DeBiasi asked about the \$50k forgiveness from DSS. Ms. Karsky stated it was from the state funded TRAP program. The program ended in 2000 and CAFCA continues to work on debt forgiveness of the Section 8 portion of this long-standing obligation.</p>	Mr. Tricarico, Ms. Rodriguez; passed unanimously
SSBG Update	<p>Ms. Bresnahan and Mr. DeBiasi gave a SSBG Case Management Program update. Ms. Bresnahan reported that she sent the final drafts of the contracts and monthly progress reports to each agency/subcontractor on May 10th, and were due back, with modified budgets on May 20th. Ms. Bresnahan stated that once she receives the subcontracts and reports, she would send payment request forms. Ms. Bresnahan also said that she is creating an outreach kit for use within the network, and presented the monthly program manager meeting and Family Development Credential training schedules.</p> <p>Mr. DeBiasi discussed the role of the SSBG Advisory committee and the importance of separating board governance issues from SSBG program issues. Since the CAFCA subcontractors comprise the board, we need clarity regarding how to handle SSBG matters during board meetings. Mr. DeBiasi suggested that we work on an objective document that states the role of the committee.</p>	
DSS Discussion	<p>Ms. Johnson began the DSS update and discussion, beginning with the DSS satisfaction survey. Connecticut's score was a C+; however, that score placed the state among those with highest scores in the country. Identified items for improvement include communication as well as training and technical assistance. Dr. Gatling requested that DSS work with the network to develop more linkages to other agencies. Ms. Johnson added that DSS is working to circle back with the network to ensure needs are met.</p> <p>Ms. Johnson moved on to discuss the statewide 6% CSBG budget increase and encouraged agencies to contact DSS if there are questions on how to appropriately spend additional funds.</p> <p>Ms. Rodriguez asked about the situation in Norwalk with the Norwalk Housing Authority. Ms. Johnson stated that DSS has ceased contract negotiations with organization, and is considering other options for the catchment area. A decision about the area must be made before DSS submits that next State CSBG Plan.</p> <p>Ms. Johnson then discussed the National Performance Indicators (NPIs). She reminded members that the NPI's are not new and have been in place since 2012. Ms. Johnson also reminded the group that CAFCA and a sub-committee previously completed a cross walk of the CTFACS catalog and the NPIs. CAFCA shared the crosswalk with the network after its approved by DSS. She also talked about the network's case management issues around how the NPIs are mapped. There are inconsistencies among agencies in the translation of CT FACS outcomes and indicators to the NPIs. This issue is negatively affecting reporting as well as the data transfer to the Data Warehouse. Ms. Johnson indicated that agencies must take responsibility for the correct mapping of their data moving forward. Ms. Johnson stated that while this issue has been primarily been with one case management software system, there have been issues with each of the systems that are in use. She added that any agency that plans to move to a new case management system would need to submit a transition plan to DSS and seek DSS approval in advance of the change. Agencies must also evaluate their service plans because there are instances of agencies reporting on services that they do not currently provide. Ms.</p>	

	<p>Johnson emphasized that we all need to address and work out these issues as discussed.</p> <p>Ms. James requested that CAFCA send the CTFCAS/NPI crosswalk to her agency. CAFCA agreed to resend the crosswalk to the entire board and planners.</p>	
Agency/ Program Update	<p>Ms. Monahan shared that it was time for Ms. Karsky’s annual evaluation, and that Ms. Karsky has already completed her self-evaluation. Ms. Monahan asked for a motion for the board to move into executive session to discuss the process. Members suggested that we do a comparative study of other state association ED/CEO’s by looking at 990’s.</p> <p>Executive session began at 11:23 a.m. and adjourned at 11:35 a.m.</p> <p>Ms. Karsky shared that Diane Duva at DEEP asked CAFCA to be the grantee for the DEEP DOE WAP Training and Technical Assistance (T/TA) grant. CAFCA would administer the \$400K grant and receive a 10% administrative fee. Ms. Karsky explained that DEEP outlines the scope of services and the service providers and this is only a pass through opportunity for CAFCA but it does get our foot in the door of another state department and recommended that we accept the offer. Members stressed that the contract must indemnify CAFCA of any actions of outside service providers. Further discussion ensued. Members made and seconded a motion for Ms. Karsky to move ahead and negotiate the contract with DEEP and provide the board with additional information as we move forward.</p>	<p>Ms. James, Ms. Rodriguez</p> <p>Ms. Rodriguez, Dr. Gatling</p>
Other business	<p>Ms. Monahan shared a letter that her TVCCA received from an agency looking to compete with the CAA network on weatherization. They were offering per-client contributions to try to garner support from agencies. Ms. Monahan asked if the board could agree, as a group, not to support out-of-network agencies that are looking to take over historically CAA run initiatives. It was determined that network weatherization providers will reach out to non-weatherization providers to come to agreement on how to proceed in the different weatherization regions throughout the state.</p> <p>Ms. Monahan will not be available for the June meeting and asked that the Vice-Chair run the meeting in her absence.</p>	
Adjourn	<p>With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 12:06 p.m.</p>	<p>Dr. Gatling, Mr. Morgan</p>

CAFCA Board Meeting Minutes

June 16, 2016

9:30 a.m., Via Conference Call

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH) Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (NOI); Lena Rodriguez (CRT); David Morgan (TEAM); Peter DeBiasi (Access); Charles Tisdale (ABCD); Edith Karsky, Rhonda Evans, Kelley Hall, Katrina Bresnahan (CAFCA)

Guests: Jean Cronin (Hughes and Cronin)

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Mr. Smith convened the CAFCA board meeting at 9:35 a.m.	
Consent Agenda	Mr. Smith asked for any proposed changes to the board minutes taken at the 5/19/16 meeting and the Executive Director's Report. Members made and seconded a motion to accept the consent agenda as presented.	Mr. Tisdale, Mr. Morrow; passed unanimously
ED Evaluation Update	Mr. Smith asked for a motion to move into Executive Session. Members made and seconded a motion. Members made and seconded a motion to accept the CAFCA Executive Director evaluation recommendations.	Ms. Rodriguez, Mr. Tisdale; passed unanimously Dr. Gatling, Ms. James; passed unanimously
Finance Report	Mr. Tricarico gave the finance report and there were no questions. Members made and seconded a motion to accept the finance report.	Ms. James, Dr. Gatling; passed unanimously
Report on DSS meeting	Dr. Gatling, Mr. Smith, Ms. James, Ms. Karsky, and Ms. Evans gave the DSS meeting update. There is a \$30M surplus in LIHEAP funds. If plans are not in place to use the funds by the end of September, DSS will have to send them back. Members suggested that the funds be used for a fuel software system. Mr. Smith also suggested the board coordinate a committee through CAFCA to put out an RFP for bid by either a private vendor or CAA. Members made and seconded a motion to establish a committee to build an RFP for a statewide energy software system. Private vendors and CAAs can apply. Ms. James will chair the committee. Mr. Smith added that it is unlikely that DSS is going to assign the Norwalk catchment area to a new agency. Instead, DSS will likely split the area between CAAWC and ABDC.	Ms. James, Mr. Tricarico; passed unanimously
Legislative Update	Ms. Cronin gave the legislative update. Although a budget passed, tensions continue at the capitol and LOB between the legislature and the governor. Because there were two special sessions, two veto sessions will take place. The first special session made \$830M in cuts; \$255M was in personnel costs. This will result in layoffs and retirements. So far, there have been 2,500 reduced positions. In looking ahead to FY 2017, OPM Secretary Ben Barnes asked each agency to submit a plan to cut an additional 10%. These will most likely be programmatic. Another \$209M in unassigned cuts, or lapses, will also occur (funds originally in the budget that will not be spent). Brendan Sharkey, Speaker of the House, is retiring. Ms. Cronin expects Rep. Joe Aresimowicz, Majority Leader, to take his place; no one is currently challenging him. Rep. Toni Walker and Rep. Matthew Ritter will run for majority leader.	

	<p>Sen. Edward Gomes and Rep. Marilyn Moore did not win their primary nominations. They are supporters of ABCD and our network, and Ms. Cronin hopes they make it onto the ballot. Ms. Karsky discussed additional speculation related to possible outcomes related to the election.</p> <p>Ms. Cronin urged members to invite legislators to agencies, especially after the election. She continues to try to schedule a meeting with Anne Foley, Ben Barnes, and Susan Weisselberg. Ms. Cronin will talk with Kathleen Brennan, DSS, about the best way to let legislators know how the Norwalk service area will split between CAAWC and ABCD. Finally, she discussed the Care 4 Kids \$27M funding shortfall. The Office of Early Childhood changed the eligibility requirements for the program to make up for the loss, but it is unclear as to whether or not this will stand.</p>	
Agency/ Program Updates	No updates at this time.	
SSBG Update-Peter DeBiasi and Katrina Bresnahan	Mr. DeBiasi stated that the SSBG Advisory Committee Charter needs adoption and approval. Members made and seconded a motion to adopt the charter. The committee will share quarterly, operational SSBG updates during board meetings. After each board meeting adjourns, Ms. Bresnahan will provide the board with programmatic SSBG updates. Mr. Smith and Mr. DeBiasi suggested that CAFCA draft a document that details and shows the roles of the board and the advisory committee.	Mr. Tricarico, Ms. James; passed unanimously
Other business	<p>Ms. Karsky gave an update related to the CAA Utility proposal to compensate CAAs for intake services related to the HES-IE program. Members identified a workgroup to develop a proposal to present to the utilities. Ms. Karsky indicated that she would notify workgroup members when the initial meeting was scheduled.</p> <p>Ms. Karsky reminded members that the 2016 Southern New England Conference will be held September 15-16 at the Mystic Marriott Resort & Spa in Groton, CT. DSS will sponsor three board members per CAA to attend. Registration is \$275, and the special, one-day CAA board rate is \$130. She encouraged members, their staff, and board members to register and attend.</p>	
Adjourn	With no further business, Mr. Smith asked for a motion to adjourn the meeting at 11:16 p.m.	Ms. James, Mr. DeBiasi

CAFCA Board Meeting Minutes

September 15, 2016

1:45 p.m., Mystic Marriott Hotel & Spa, Groton, CT

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (NOI); Lena Rodriguez (CRT); David Morgan (TEAM); Peter DeBiasi (Access); Edith Karsky, Rhonda Evans, Kelley Hall, Katrina Bresnahan (CAFCA)

Guests: Bill Bevacqua (ABCD); Jean Cronin (Hughes and Cronin)

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Ms. Monahan convened the CAFCA board meeting at 1:57 p.m.	
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 6/16/16 meeting and the Executive Director's Report. Members made and seconded a motion to accept the consent agenda as presented.	Mr. DeBiasi, Mr. Morrow; passed unanimously
Finance Report	Mr. Tricarico gave the finance report. He met with Jim Frohn and Ms. Karsky to discuss past board meeting budget questions and concerns and the new reports reflect appropriate reporting changes. With no further questions, members made and seconded a motion to accept the finance report.	Ms. Rodriguez, Mr. Morrow; passed unanimously
Legislative Update	<p>Ms. Cronin gave the legislative update. Primaries were held in August. Two incumbents, Rep. Lou Esposito (West Haven) and Rep. Earnest Hewett (New London), lost. Legislators are working to prepare for the election. The House has 21 open seats (10 R, 11 D). The Senate has 2 open seats (1 R, 1 D). Republicans must pick up 12 seats in the House to tie with Democrats and 13 to take the lead. Republicans must pick up 3 seats in the Senate to tie with Democrats and 4 to take the lead. Brendan Sharkey is retiring and Joe Aresimowicz will become the new speaker. The House majority leader race is between Rep. Matthew Ritter and Rep. Toni Walker. It is unclear whether Sen. Looney's position in the Senate will be affected due to health concerns. Myra Jones Taylor, Commissioner, is leaving the Office of Early Childhood. Linda Goodman, Deputy Commissioner, will be acting Commissioner until a replacement is determined.</p> <p>The state budget outlook is getting worse, and more cuts are coming. Lapses and recessions are expected to start early in the next budget cycle. Ms. Cronin stated that CAAs have large, bipartisan support because of our statewide network structure and that we use RBA to report out results. This gives us an advantage as a critical statewide network over other nonprofit providers, especially in discussions around privatization of services. She added that tracking customers and showing how the network actually moves them out of poverty is the next step we should be ready to show. Ms. Cronin is working with Ms. Karsky to schedule a meeting with OPM Secretary Ben Barnes to ensure OPM understands that the CAA network cannot sustain any additional funding cuts and remain a viable statewide service delivery option. Kathleen Brennan, DSS, will also attend the meeting.</p>	
SSBG Update-Peter DeBiasi and Katrina Bresnahan	Mr. DeBiasi gave the SSBG update. He made a motion to accept the CAFCA BOD SSBG Program Guidelines. He reiterated the challenge in separating SSBG governance and operations, and reminded members that the SSBG Advisory Committee is there to give advice both as board members and subcontractors. Mr. Morgan asked about the DSS re-scoring process. Ms. Karsky said it has not started, and CAFCA submitted a response to CCFSA's comments to DSS. Ms. Bresnahan discussed the SSBG report included in the board package. CAFCA holds monthly meetings with SSBG program managers, and plans to hold a second kick-off meeting in October for new and existing SSBG staff. Members made and seconded a motion to accept the report.	Mr. DeBiasi, Mr. Smith; passed; Mr. Smith abstained Ms. Rodriguez, Mr. Morgan;

		passed unanimously
Other business	<p>Mr. Morrow and Mr. Tricarico gave an update on the HRA/BCO merger. They hired a merger consultant to set up a plan of action for services. HRA and BCO are working with DSS and community stakeholders to help ensure a seamless delivery of services. The merger date is tentatively set for sometime in November, and BCO's last date of operation is tentatively set for October 31, 2016. Mr. Morrow announced his retirement later this year, and members gave their congratulations.</p> <p>Ms. Karsky reminded members that the SNAP Outreach grant was awarded to CAFCA and the FQHCs.</p>	
Executive session	<p>Members made and seconded a motion to go into executive session at 3:13 p.m.</p> <p>Executive session ended at 3:30 p.m.</p>	Mr. DeBiasi, Mr. Smith
Adjourn	With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 3:31 p.m.	Mr. DeBiasi, Mr. Smith

CAFCA Board Meeting Minutes

October 20, 2016

9:30 a.m., HRA Board Room

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Tom Morrow (Secretary) (BCO); Dr. James H. Gatling (NOI); Lena Rodriguez (CRT); Peter DeBiasi (Access); Charles Tisdale (ABCD); Edith Karsky, Rhonda Evans, Kelley Hall, Katrina Bresnahan (CAFCA)

Guests: Bill Bevacqua (ABCD); Jean Cronin (Hughes and Cronin); Cassandra Norfleet-Johnson, Carlene Taylor (DSS)

Agenda Item	Discussion	Action Taken/Needed
Convene	A quorum being present, Ms. Monahan convened the CAFCA board meeting at 9:30 a.m.	
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 9/15/16 meeting and the Executive Director's Report. Members made and seconded a motion to accept the consent agenda as presented.	Dr. Gatling, Mr. DeBiasi; passed unanimously
Finance Report	Mr. Tricarico gave the finance report and summarized the statement of activities for all grants: CSBG, RPIC, SSBG, WX, and DOL. Back up sheets are available upon request. SSBG spending has been slow, discussions are taking place with DSS to discuss and request a carry forward. DEEP amended the CAFCA WX T & TA budget to reflect the increased amount and contractors are developing agreements and MOUs for the coming year. The CAFCA staff will share when completed. Mr. Tricarico noted a small deficit in the lobbying budget. With no further questions, members made and seconded a motion to accept the finance report.	Ms. James, Dr. Gatling; passed unanimously
Legislative Update	<p>Ms. Cronin gave the legislative update and noted legislators focused on the election. The house is at a 12-vote margin between Democrats and Republicans. The House has 21 open seats (10 R, 11 D). The Senate has 2 open seats (1 R, 1 D). Republicans must pick up 12 seats in the House to tie with Democrats and 13 to take the lead. Republicans must pick up 3 seats in the Senate to tie with Democrats and 4 to take the lead. In the House, Rep. Joe Aresimowicz will become speaker (if the Democrats keep control of the House), Rep. Matthew Ritter will become majority leader, and Rep. Themis Klarides will continue as minority leader. In the Senate, Sen. Looney will remain president and Sen. Duff will continue as majority leader.</p> <p>The budget continues to be an issue. Income tax receipt revenue projections are off by \$80M. Last session, the legislature gave Gov. Malloy the authority to find \$209M in savings; he has \$60M left. He has asked agencies for a 10% reduction. Additionally, the \$125M settlement in the SEBAC v. Rowland lawsuit was not included in budget projections. OFA estimates a \$78M deficit. If the deficit reaches 1% of the overall budget, or \$197M, the Governor must develop a deficit reduction plan. Scheduled layoffs will begin at DDS in January, and the department is trying to privatize group homes. Funding eliminated for the three regional tourism districts.</p> <p>Ms. Cronin stated that long-term debt and state employee pension and healthcare obligations are the largest continuing budget issues. Ms. Cronin, board members, Kathleen Brennan (DSS), and CAFCA will meet with OPM Secretary Ben Barnes on November 18th to ensure OPM understands that the CAA network cannot sustain any additional funding cuts and remain a viable statewide service delivery option. Ms. Cronin will schedule meetings with Sens. Duff, Looney, Fasano, as well as Reps. Klarides, Ritter, and Aresimowicz, after the election. Mr. DeBiasi noted the only way to address many of the systemic budget issues is with privatization. Ms. Monahan also stressed the need to focus on stability for low-income families in the next General Assembly session. The board retreat will be December 8th at the Rocky Hill Sheraton. Ms. Monahan stressed the importance of strategizing around: 1)</p>	

	privatization; 2) alliances; and, 3) advocacy (targeting priority issues) to help the board come up with a new approach and plan for session.	
Appointment to CT Head Start Advisory Council	Ms. Monahan announced that the board would like to nominate David Morgan to the CT Head Start Advisory Committee. Members made and seconded a motion to nominate Mr. Morgan.	Mr. Tricarico, Ms. Rodríguez; abstentions: Mr. Smith
DSS Update	<p>Mr. Norfleet-Johnson and Ms. Taylor gave the DSS update on the following items: Workforce Investment Opportunity Act (WIOA); Child Support Referral Process; American Customer Satisfaction Index (ACSI); and, OCS.</p> <p><u>WIOA</u>: CSBG is a required partner with WIOA, and DSS and the Workforce Development Boards (WIBs) have MOUs. Members discussed challenges around working with WIBs. To mitigate this and help foster effective relationships between both parties, the WIBs will present to CAAs at the October 25th planners meeting and Ms. Norfleet-Johnson will send the WIOA guidance from CAPLAW to all parties. She will also send the DOL WIB’s annual unified plan to CAFCA. DSS’s goal is to build capacity and strengthen local collaborations for Employment and Training services.</p> <p><u>Child support referral process</u>: the Child Support Office (CSO) will present at the planners meeting and discuss the child support referral process. DSS will assess the need for a CSO liaison for CAAs. <u>ACSI</u>: the ACSI survey to rate CSBG offices was sent late 2015/early 2016. CT scored relatively high in comparison to other states. The survey will be sent again this year with the same questions. DSS did not score well on communication. To address this issue, DSS will hold several “Coffee and Conversations” events for CAA staff in addition to attending board, planner, and finance meetings. <u>OCS</u>: Ms. Norfleet-Johnson stressed OCS’s commitment to improve communication and encouraged CAAs to contact her, Ms. Taylor, or any other OCS staff with any questions or concerns that come up</p> <p>Ms. Karsky stated that timely payments from DSS are a concern to the network. Ms. Taylor said DSS has not yet received grant award funding for LIHEAP, CSBG, or SSBG. DSS is using carry over funds to cover costs. Members encouraged DSS to talk with OPM about the challenges of having to “float” funding to carry program costs and ensure services continue for customers. This will be an item of discussion at the board retreat.</p>	
WX T/TA	Ms. Karsky discussed the WX T/TA contract. CAFCA hired James Correira to provide T/TA services. DEEP has expressed interest in CAFCA hiring a WX auditor to work “on call” to help ease the WX workload for agencies. Members voiced some concerns around and stated that may not help. Ms. Karsky suggested that the executives attend the next meeting with DEEP and their WX directors to discuss their concerns. Ms. Karsky also indicated that DEEP is interested in working with CAFCA on a WX Health and Safety project. Mr. DeBiasi suggested developing a WX T/TA Advisory Group to help manage the contract. Ms. Rodriguez, Dr. Gatling, Mr. DeBiasi, and Mr. Smith offered to serve on any such group that is formed.	
Other Business	<p>Hughes and Cronin requested a \$5,000 annual increase. Each agency will owe \$550 if the \$5,000 is split evenly. Ms. Monahan suggested a committee to look at the lobbying dues structure. Ms. Rodriguez, Mr. DeBiasi, and Mr. Tricarico offered to serve on a committee to determine Ms. Cronin’s outcomes and scope of work. This will be an agenda item at the board retreat.</p> <p>The annual board retreat will be December 8th at the Rocky Hill Sheraton. Members congratulated and thanked Mr. Morrow, who will retire at the end of November. His replacement as board secretary will be determined at the retreat.</p>	
Adjourn	With no further business, Ms. Monahan asked for a motion to adjourn the meeting at 12:24 p.m.	Ms. James, Mr. Tricarico

CAFCA Board Meeting Minutes

December 8, 2016

9:30 a.m., Rocky Hill Sheraton, Rocky Hill

Present: Deborah Monahan (Chair) (TVCCA); Amos Smith (1st Vice Chair) (CAANH); Michelle James (2nd Vice Chair) (CAAWC); Rocco Tricarico (Treasurer) (HRA); Dr. James Gatling (NOI); Charlie Tisdale (ABCD); Peter DeBiasi (*Access*); David Morgan (TEAM); Lena Rodriguez (CRT); Edith Karsky, Rhonda Evans, Kelley Hall, Katrina Bresnahan (CAFCA)

Guests: Mike Burns (BWB Solutions); Jean Cronin (Hughes and Cronin); Bill Bevacqua (ABCD)

With a quorum being present, Ms. Monahan convened the CAFCA board meeting at 10:20 a.m.		
Agenda Item	Discussion	Action Taken/Needed
Consent Agenda	Ms. Monahan asked for any proposed changes to the board minutes taken at the 10/20/16 meeting and the Executive Director's Report.	Motion (<i>Dr. Gatling, Mr. Smith</i>) passed 8-0-1 (<i>Mr. Morgan</i>) to accept Consent Agenda as presented.
Lobbying Contract Renewal	Members of the lobbying contract committee (<i>Mr. DeBiasi, Mr. Smith, Mr. Tricarico</i>) recommended the board consider three options for dealing with the contract renewal: 1) Continue to pay Hughes and Cronin, accept her increase, and keep her activities the same; 2) Identify specific issues the network would like her to focus on and determine what those costs would be; and, 3) Lobby in-house through the CAFCA Executive Director or hired staff.	<ul style="list-style-type: none"> • After some discussion, members agreed to continue lobbying services with Hughes and Cronin at \$47,000/year with no pay increase. • CAFCA will review and revise the lobbying formula and present an updated formula at the next board meeting.
CAFCA Code of Ethics	Ms. Karsky discussed the board's Code of Ethics.	All Executive Directors/Presidents/CEOs expected to sign it and return to CAFCA.
CAFCA Grants and 2017 Budget	Ms. Karsky discussed the CAFCA Grants and 2017 Budget. Noted that the deficit reflected on the proposed overall agency budget is due to car payments paid by CAFCA as part of the Exec. Director's compensation. The funds for these payments come from CAFCA's unrestricted account since they are not allowable grant costs.	<ul style="list-style-type: none"> • Motion (<i>Mr. DeBiasi, Ms. James</i>) passed 6-0-3 (<i>Mr. Morgan, Dr. Gatling, Ms. Rodriguez</i>) to accept the CAFCA grants and FY 17 budget as presented. • It was agreed that a transfer from restricted funds to cover the deficit, and the amount of restricted funds available will appear in future reports.
Election of Board Officers	The nominating committee (<i>Ms. James, Dr. Gatling, Mr. Morgan</i>) presented the following Slate of nominees for Board officers: Chair: Ms. Monahan, 1 st V. Chair: Mr. Smith, 2 nd V. Chair: Ms. James, Treasurer: Mr. Tricarico, Secretary: Mr. DeBiasi	Motion (Ms. Rodriguez, Mr. Tricarico) passed unanimously to elect the slate of nominees for board officers as presented.
Adjourn	Motion (Ms. James, Dr. Gatling) passed unanimously adjourn the meeting at 10:46 a.m.	