

June 30, 2015
State CDBG Program – Advisory Committee Meeting Minutes
Meeting Follow-up Actions

Attendees:

HCD

Guerdon Stuckey, Assistant Deputy Director, Division of Financial Assistance
Leticia Johnson, CDBG Research and Development Manager
Susan Naramore, CDBG Specialist
Patrick Talbott, CDBG Research and Development Representative
Craig Shields, NSP Contracts Representative
Terri Wright, CDBG Contracts Representative
MeLisa Adams – CDBG Contracts Representative
Sharon Fluery, Section Chief, CDBG & HOME Fiscal

CDBG Advisory Committee Members

Lorie Adams – Principle, Adams/Ashby Group
Susan Aikens – Program Director, Self Help Enterprises (via phone)
Esperanza Colio-Warren – CD Manager, County of Imperial
Terry Cox – Principle, Cox Consulting
Rachelle Kellogg – CD Director, City of Sonora
Chuck Kinney – Deputy Director Planning, Kings County
Paula Mushrush – Housing & Grants Coordinator, County of Humboldt (via phone)
Jennifer Owen – Housing & ED Coordinator, City of Fort Bragg (via phone)
Matt Perry – County Administrative Officer, County of Lake
Margaret Silveria – City Manager, City of Lake Port (via phone)
Jeff Lucas – CDS Principle, County of Colusa
Louise Collis – Senior Program Manager, City of West Sacramento

Discussion

HCD and Advisory Committee Members discussed the status of a number of programmatic efforts underway. HCD sought guidance from Members on how to better engage and inform the non-entitlement communities on these efforts. HCD staff is committed to improving communication and strengthening the relationship between the State CDBG program and jurisdictions. Advisory Committee members provided information on their needs and suggestions for improved coordination and consultation moving forward. HCD announced that proposed State regulation changes for the CDBG Program will be available for public comment in August-September of this year.

From the discussion the following HCD and Advisory Committee Member actions were identified:

- 1) HCD to begin posting and making available, starting with this meeting, the Advisory Committee Meeting agendas and minutes on the CDBG website on the Advisory Committee page.

June 30, 2015

State CDBG Program – Advisory Committee Meeting Minutes

Meeting Follow-up Actions

- 2) HCD to post on the CDBG website on the Advisory Committee page the final version of the Roles and Responsibilities of CDBG Advisory Committee. Members have until the end of July to provide feedback to HCD staff on the draft roles and responsibilities provided at the meeting.
- 3) HCD, based on feedback from stakeholders, will post FAQ's to the CDBG website to assist them with questions.
- 4) HCD to allow Members to provide suggestions for topics to be added to the meeting agendas. Guerdon Stuckey to have discretion of selecting agenda items in order to keep topics with broad-based relevancy on the agenda and leave issues or topics with narrow scopes or relevant to single entities for another forum.
- 5) HCD to consider and look into using different technology for Members who call into the meeting, such as a webinar format, that would allow people to type questions and raise their hands without interrupting speakers.
- 6) HCD to look for opportunities to bring HUD to the table and participate in the Advisory Committee meetings to communicate planning and programmatic activities underway and potential timing of public input, for Members' consideration and to prioritize level of engagement on various efforts.
- 7) HCD to communicate to Members, via targeted emails, on pending changes in State and Federal regulations, policies and procedures that CDBG program staff is aware of, such as pending Section 3 and Affirmatively Furthering Fair Housing changes. HCD to communicate planning and programmatic activities underway and potential timing of public input, for Members' consideration and to prioritize level of engagement on various efforts.
- 8) HCD to continue discussions with HUD on new, proposed Section 3 thresholds and the programmatic impacts to CDBG non-entitlement jurisdictions in California.
- 9) Advisory Committee Members to provide comments and feedback on proposed State regulation amendments during the public comment period.
- 10) HCD to internally discuss including links to Federal statutes on the CDBG website, similar to the links currently on the site to Federal and State regulations

June 30, 2015
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and CFR's. Additionally, HCD to include a link to access 'Basically CDBG for States' on the CDBG website.

- 11) General agreement to meet more regularly to foster improved communication. HCD scheduled monthly meetings set for the end of July and August.