



**CAB - Expertise Subcommittee
Meeting Minutes**

Wednesday, January 6, 2021

5:30 PM

5:30 P.M.

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE COMMUNITY ADVISORY BOARD'S EXPERTISE SUBCOMMITTEE MEMBERS WILL BE PARTICIPATING VIA ZOOM WEBINAR. MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY VISITING:

**<https://srcity-org.zoom.us/j/92351691843> OR BY DIALING 877 853 5257
AND ENTERING WEBINAR ID: 923 5169 1843**

**THE MEETING WILL BE LIVE STREAMED AT
[HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

Public Comment may be made live during the meeting via Zoom or submitted by 5:00 pm, the Tuesday (1/5/21) before the Subcommittee Meeting via e-mail at communityengagement@srcity.org or via recorded voice message at 707-543-3080. E-mail comments and recorded voice message comments will be read into record or played (up to 3 minutes each) at the time that Agenda Item is discussed during the Subcommittee meeting.

1. CALL TO ORDER AND ROLL CALL

Meeting called to order at 5:33pm.

2. PUBLIC COMMENTS

None.

3. SCHEDULED ITEMS

3.1 CAB MENTORS: ROLES AND RESPONSIBILITIES

The Subcommittee brainstormed roles and responsibilities for CAB mentors. The following ideas were shared and agreed upon:

1. Mentor provides time to new CAB member to answer questions they may have about the orientation packet and materials. While the orientation is broad, the mentorship can narrow down into the specifics.
2. Mentor helps new CAB member develop three goals they would like to accomplish during their term as a CAB member. Have a conversation about how these goals link to the strategic plan and how to address concerns.
3. Mentor provides regular support to the new CAB member to keep them engaged. This can be through weekly check-ins via phone (in-person after Shelter in Place is lifted).
4. Mentor provides collegial connections. This can be through introductions to other CAB members and/or to neighborhood and community group contacts.

The Subcommittee also discussed how to address concerns and goals brought up by new CAB members. Co-Vice Chair Moore stated that there needs to be a way to build into the agenda issues of concerns of residents and neighborhoods. Currently, CAB agendas are only focusing on City department presentations, which do not allow the CAB to discuss neighborhood issues and concerns as a group. Chair Barnett suggested that the CAB have a goal setting session as a board. The group also agreed that an update to the strategic plan was necessary, as the pandemic and other events of 2020 have changed the reality for the City moving forward. Staff recommended that before any updates to the strategic plan and goal setting takes place, that the CAB receive the Community Empowerment Plan final report. The group also agreed that the Council goal setting process needs to occur first as well.

For the next meeting in February, the Subcommittee will work on the strategic plan update and the goal setting session.

Public Comments: None.

3.2 NEXT STEPS FOR CAB GRANT PROGRAM

The Subcommittee discussed how to move forward with the Community Improvement Grant Program without being able to implement Neighborfest for another year. Chair Barnett suggested folding the pandemic response into Neighborfest, similar to what San Francisco is doing with neighborhood hubs. Staff suggested that this idea be brought to the larger CAB as a goal setting item. Co-Vice Chair Moore mentioned that it would help to find out where the

gaps are in service in responding to the pandemic and how to bring that down to a neighborhood level. Staff made a recommendation that before deciding where to focus the Grant Program for the next year, the CAB needs to decide what their strategic goals will be moving forward.

The Subcommittee also briefly discussed the City Charter update mentioned by the Mayor. Staff will find out what the timeline looks like for the update and bring back to the whole CAB.

Public Comments: None.

4. ADJOURNMENT

Meeting adjourned at 7:40pm.

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