



**Community Advisory Board
Special Meeting Minutes - Draft**

Wednesday, November 15, 2017

5:30 PM

SPECIAL MEETING

5:30 P.M.

1. CALL TO ORDER & ROLL CALL

Members Gudino, Holmes, and Querubin came into the meeting after the 5:30 start time.

Present: 11 - Chair Cherie Barnett, Vice Chair Lacinda Moore, Board Member Vincent Harper, Board Member Cecile Querubin, Board Member Calum Weeks, Board Member Jennielynn Holmes, Board Member Victoria Fleming, Board Member Veronica Cruz, Board Member Xavier Nazario, Board Member Tulio Meza and Board Member Jazmin Gudino Mendoza

Absent: 2 - Board Member Linda Adrain and Board Member Tanya Narath

2. PUBLIC COMMENTS

Duane DeWitt made public comment on two items. The first was regarding listing the Community Improvement Grant awardee names and funding amounts in the meeting minutes. Mr. DeWitt's last comment was regarding the Roseland celebration. He would like to see the party for the community and not for the bureaucrats. He asked the CAB to include the community in the planning and the running of the event. He requested that the CAB hold a meeting that asks what the community wants for the event.

3. APPROVAL OF MINUTES

A motion to approve the September 27, 2017 meeting minutes was made by Vice Chair Moore, seconded by Board Member Weeks, and was approved. The motion carried by the following vote:

Yes 9 - Chair Barnett Vice Chair Moore Board Member Harper Board Member Weeks Board Member Fleming Board Member Cruz Board Member Nazario Board Member Meza Board Member Gudino Mendoza

Absent 4 - Board Member Adrain Board Member Narath Board Member Querubin Board Member Holmes

4. STAFF ANNOUNCEMENTS

1. Rosenberg's Rules of Order - Caluha Barnes, Director of Community Engagement, introduced Angela Casagrande from the City Attorney's Office and explained that Ms. Casagrande would be observing the next several CAB meetings to help the CAB become more effective in their meetings. She also pointed out the handout on Rosenberg's Rules of Order and talked about posters that will be made for use during CAB meetings.

2. Status on remaining CAB Open House events - Danielle Ronshausen, Community Engagement Coordinator, informed the CAB that the last two remaining Open House events, that had been scheduled to take place in October, would not be rescheduled. Due to the City's focus on recovery and rebuilding after the October fires, and staff's time being used for the recovery efforts, it was decided by the Office of Community Engagement and in consultation with the City Attorney's Office not to reschedule the last two meetings.

3. Merit Awards - Ms. Ronshausen provided information to the CAB about the Merit Awards and the request for CAB Members to serve on the Merit Awards committee. Members Cruz, Fleming, Gudino, and Harper all volunteered to help out with the award program this year. Ms. Ronshausen will follow-up with them on committee meeting details.

4. Upcoming community meetings or events - Ms. Ronshausen informed the CAB of community meetings and events related to the fire popping up throughout the city. She will inform CAB Members of any meetings that come up so that if Members are available, they could attend.

5. CAB MEMBER ANNOUNCEMENTS

Member Weeks announced that he has to leave the meeting early - around 7:00pm. Member Gudino informed the CAB about an upcoming Undocufund Clinic. The event will be held on Saturday, November 18, 2017 from 10:00am - 2:00pm at the California Human Development Commission offices. Finally, Member Nazario provided the CAB with an update on Member Adrian's recovery and status of her housing situation, post fire.

6. SCHEDULED ITEMS

6.1 FIRE RECOVERY AND REBUILDING INFORMATION

Jaime Smedes, Marketing and Outreach Coordinator for Transportation and Public Works, and Public Information Officer at the City's Emergency Operation Center, provided the CAB with the most current fire recovery information. Ms. Smedes walked the CAB through the Sonoma County Recovery website (www.sonomacountyrecovers.org), a joint informational site managed by the

County of Sonoma and the City of Santa Rosa, for victims of the fires. She also provided the CAB with an informational packet which includes the Frequently Asked Questions and a website card. She also briefly mentioned a community-driven website that connects people who want to volunteer and donate with those who have specific needs. The volunteer and donation website can be found at www.sonomacounty.recovers.org.

6.2 WELCOME ROSELAND COMMUNITY CELEBRATION PLANNING

Danielle Ronshausen, Community Engagement Coordinator, provided the CAB with an overview of the planned Welcome Roseland Community Celebration. The purpose of the celebration is to celebrate the annexation of the Roseland neighborhood into the City of Santa Rosa. Staff began the planning process by engaging residents and community groups from or working in the Roseland area about what they would like included in the celebration. The celebration is being planned by City staff in collaboration with members of the Roseland community, community-based organizations, and other Santa Rosa community groups interested in providing a helping hand. The event will include a welcoming ceremony, led by a Roseland adult and youth, and various activities including music, dancing, performances, kids' activities, and a neighborhood meet and greet area. For more information and to get involved, please contact Danielle Ronshausen at dronshausen@srcity.org.

6.3 CAB STRATEGIC PLANNING

Danielle Ronshausen, Community Engagement Coordinator, provided the CAB with an overview of the strategic planning process and information regarding the selected organization, CivicMakers, that will lead the CAB through the process. She shared the proposed work plan with timeline with the CAB. Once the contract is finalized, the process will kick-off with a meeting between staff and CivicMakers, followed by research and meeting with the CAB. Work on the strategic plan will begin once the contract has been finalized.

7. ACTION ITEMS

None.

8. PARKING LOT

The CAB will hold their December meeting on Wednesday, December 6, 2017 at 5:30 at the Office of Community Engagement Large Conference Room, 637 First Street.

- A. Strategic Planning Initiative (December 2017 - June 2018) - part of this to include how the CAB fits into fire recovery plans and how they can support the community through the recovery. Possible listening sessions.
- B. Progressive Parking Update (December 2017)
- C. Review of Completed 2016/2017 CIG Projects (December 2017)

D. 2017/18 CIG Debrief and Process Discussion (December 2017)

E. Where's Your Dollar Going (January 2018)

9. ADJOURNMENT

Member Weeks moved to adjourn the meeting, seconded by Member Harper. The meeting adjourned at 7:00pm.

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Any writings or documents provided to a majority of this meeting body prior to this meeting regarding any item on this agenda are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.