

COURT APPOINTED SPECIAL ADVOCATE  
 2356 Myrtle Avenue  
 Eureka, CA 95501



Tuesday, May 31, 2022 5:30 – 7:00 p.m.  
 Zoom Meeting ID: 839 0538 3751 and Passcode: 329742

<p><b>WELCOME AND CHAIR’S REMARKS</b></p> <ul style="list-style-type: none"> <li>• <b>Meeting called to order by Board Chair at 5:34 p.m.</b></li> <li>• <b>Introductions</b>  <b>Present:</b>  <i>Board Members: Samantha Day (Chair), Jessica Estes (Vice Chair), John Gracyalny (Treasurer), Jason Baxter, Madison Stefaniuk DiDomenicantonio, and Allison Tans (Secretary).</i>  <i>Others: Jeanne Gordon (Executive Director) and Amber Madrone Anderson (Develop Director).</i>  <i>Absent: Madison Goddard</i></li> </ul>	<p>Sam</p>
<p><b>APPROVAL OF MINUTES FROM LAST MEETING</b></p> <p><b>Motion:</b> John moves to approve minutes from the April 26, 2022 meeting. Jessica to second. Ayes: All; Nays: None. The motion passed unanimously.</p>	<p>Sam</p>
<p><b>UPDATES FROM EXECUTIVE DIRECTOR (per Jeanne’s Report)</b></p> <ul style="list-style-type: none"> <li>• <b>Compliance</b> <ul style="list-style-type: none"> <li>○ <b>Fiscal:</b> Draft of FY 22-23 Budget has been created. Jeanne and John are finalizing before sharing with the board.</li> <li>○ <b>IT:</b> No updates this month.</li> <li>○ <b>Program:</b> Jeanne continues attending California CASA Executive Director Meetings and was also invited to attend a small northern CA workgroup focused on the Families First Prevention Services Act. The act was passed by the Federal Legislature, has been adopted by the State and will be woven into the Local Plan. Cindy Sutcliffe is leading the effort in Humboldt County and services will be offered</li> </ul> </li> </ul>	<p>Jeanne</p>

through the Family Resource Centers. Adaptation of the Live Well San Diego model to be Live Well Humboldt. The National CASA Self-Assessment began on January 31 and was completed April 30. Four items are still under development: 1) The Diversity, Equity and Inclusion Plan; 2) the Outreach and Community Education Plan; 3) the Growth Plan; and 4) the Risk Management Plan.

- **Serving Children and Youth**

- The updated Dashboard Report was reviewed. To date, 49 children have been served this FY and 114 need CASA services (69 children are detained, which is defined as being removed from their home of origin and 45 children are not detained.) Cases have been closing and CASA is trying to ramp up advocates. There are five prospective applicants in the interviewing process, four who are completing training and three who are scheduled to be sworn in on June 10. This last month, orders to relieve were filed for four advocates – two left the program and two are currently “on leave” and may need a break until August.
- It was noted that Tribal Affiliation is high here compared to other areas of the state. Children fall under Indian Child Welfare Act (ICWA). ICWA is extremely important in terms of building relationships and maintaining Tribal culture. Nearly half of the cases are either confirmed or pending ICWA status. A focus continues to be on recruiting Tribal Advocates.
- Staff received training on: Release of Information, Procedures for Opening a Case and Client File Storage this month.
- A Dashboard Report has been developed for each Case Supervisor that summarizes the metrics of their work. These have been shared with them. It was noted that there is a disconnect with logging into the Optima system promptly and that this should be better.

- **Other**

- On May 31, Jeanne and Amber met with Julie Benbow, Executive Director of the Humboldt

<p>County Visitor’s Bureau via Jason to explore collaboration opportunities.</p> <ul style="list-style-type: none"> <li>○ Jeanne attended the Humboldt County Foster and Homeless Youth Executive Advisory Committee to compare local and state data on attendance and graduation rates.</li> <li>○ Jeanne attended the Child Abuse Prevention Coordinating Council on May 6 and the group began planning for Live Well Humboldt. A smaller workgroup focused on Adverse Childhood Experiences (ACEs) data will begin meeting in June.</li> <li>○ Three facilitators were invited to submit a proposal for the Retreat. IMT Consulting was selected. Sam will send out a Doodle Poll to determine the best time for everyone to meet.</li> <li>○ The May 7 Garden Work Party had a small turnout. More work parties will be offered in the future.</li> <li>○ The Contractor who began the work on the building is unable to continue, so please submit recommendations for other contractors if you have any.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Funding</b> <ul style="list-style-type: none"> <li>○ Jeanne prepared the VOCA contract application and requested the same funding for FY 22-23 as had been requested previously in the amount of \$128,750. This is non-competitive funding.</li> </ul> </li> </ul>	
<p><b>FINANCIAL REPORT</b></p> <ul style="list-style-type: none"> <li>● The Financial Report arrived this morning. The office line item is a catch-all. The overhaul will make this more user friendly and easier to decipher. The Endowment is a slight bit behind this year. John reported that the lack of Kids’ Walk and Bug Night had the biggest negative. John recommends that we consider increasing revenue</li> </ul>	<p>John and Jeanne</p>
<p><b>ITEMS FOR APPROVAL</b></p> <ul style="list-style-type: none"> <li>● <b>Resolution to transfer donated funds from Morgan Stanley to Humboldt Area Foundation</b> <ul style="list-style-type: none"> <li>○ John stated that he likes the idea of having the funds in one place. It was recommended to keep this on a future agenda.</li> </ul> </li> </ul>	<p>Jeanne</p>

<ul style="list-style-type: none"> <li>• <b>Resolution to add Amber Madrone Anderson as an authorized user of CASA of Humboldt’s VISA Card through Redwood Capital Bank.</b></li> <li>• <b>Motion:</b> Allison moves to approve the Resolution to add Amber Madrone Anderson as an authorized user of CASA of Humboldt’s VISA Card through Redwood Capital Bank. John to second. Ayes: All; Nays: None. The motion passed unanimously.</li> </ul>	
<p><b>ITEMS FOR DISCUSSION</b></p> <ul style="list-style-type: none"> <li>• <b>Board Retreat</b> <ul style="list-style-type: none"> <li>○ Ideas for dates were considered. Without knowing facilitator’s availability, it was decided that a Doodle Poll would be the easiest option. Board members requested a variety of days to include either one weekend day, two half weekdays, etc. Sam will create and send out poll with a variety of dates.</li> </ul> </li> </ul>	Jeanne
<p><b>ITEMS FOR DISCUSSION</b></p> <ul style="list-style-type: none"> <li>• <b>FY 22-23 Budget</b> <ul style="list-style-type: none"> <li>○ John reported that there may be a six-figure gap and that serious consideration must be on the revenues. Jeanne reported that CA CASA is working on this.</li> </ul> </li> </ul>	John and Jeanne
<p><b>ITEMS FOR DISCUSSION</b></p> <ul style="list-style-type: none"> <li>• <b>Opportunities for Board to support Big Impact Community Challenge</b> <ul style="list-style-type: none"> <li>○ Amber discussed how significantly major gifts benefit CASA of Humboldt. She discussed making specific asks to fund specific things. She suggested that she will send out a sample email. She challenged everyone to send requests to five people or individuals with handwritten thank yous to bring in the last 20% to reach this year’s goal.</li> <li>○ The Big Impact Event will be some time this fall. Jason shared that his location in Ferndale may be a viable option for an intimate event. The max capacity is 80, but 35-50 would be ideal with the stage. The consensus is that smaller would be better.</li> </ul> </li> </ul>	Amber
<p><b>CLOSING</b> Sam thanked everyone.</p>	Sam

<b>QUESTIONS AND ANSWERS</b>	Sam
<b>BOARD MEMBER ANNOUNCEMENTS</b> <ul style="list-style-type: none"> <li>○ Vote for Officers will occur next month. Sam asked Jessica if she is still interested in serving as Chair. Jessica confirmed. John confirmed he would like to remain in Treasurer position. Allison confirmed that she would like to remain in Secretary position—unless anyone else is interested.</li> </ul>	Sam
<b>PUBLIC COMMENT MAY BE LIMITED BY THE CHAIR</b>	Sam
<b>ADJOURNMENT</b>  Meeting adjourned at 6:36 p.m.	Sam
<b>Next Meeting:</b> June28, 2022 5:30 p.m.	

**CASA of Humboldt**  
**Board of Directors**  
**July 1, 2021 – June 30, 2022**

**CHAIR**

Samantha Day  
P.O. Box 69  
Cutten, CA 95534  
707-601-0533  
[samanthadayconsulting@gmail.com](mailto:samanthadayconsulting@gmail.com)  
HSRC, Director of Social Services

**VICE CHAIR**

Jessica Estes  
P.O. Box 5029  
Arcata, CA 95518  
707-441-1207(H) 707-445-8801  
(W)  
272-2582 (C)  
[jestes@coastccu.org](mailto:jestes@coastccu.org)  
CCCU, Manager, Loan  
Administration

**SECRETARY**

Allison Tans  
P.O. Box 701,  
Bayside, CA 95542  
707-496-3498 (C)  
[passtans@suddenlink.net](mailto:passtans@suddenlink.net)  
CWDB, Program Manager

**TREASURER**

John Gracyalny  
1015 Cameron Ct.  
McKinleyville, CA 95519  
925-549-1171(C), 707-445-8801  
x232  
[JohnG4EFT@hotmail.com](mailto:JohnG4EFT@hotmail.com)  
VP- Member Digital Services

Jason Baxter  
2005 Ardagh Court.  
Eureka, CA 95503  
707-934-5085 (C)  
[jason@giganticventures.com](mailto:jason@giganticventures.com)  
Marketing Consultant

Madison Goddard  
2710 S St.  
Eureka, CA 95501  
707-502-9540 (C)  
[madisongoddard@gmail.com](mailto:madisongoddard@gmail.com)  
RCRC, Service Coordinator

Madison Stefaniuk DiDomenicantoni  
1346 Diamond Drive,  
Arcata CA 95521  
323-527-3682 (C)  
[madisondidomenicantonio@gmail.com](mailto:madisondidomenicantonio@gmail.com)  
P&B, CSR Director

---