

COURT APPOINTED SPECIAL ADVOCATE  
 2356 Myrtle Avenue  
 Eureka, CA 95501



Wednesday, November 30, 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 5:33 p.m.</b></li> <li>• <b>Introductions</b>  <i><b>Present:</b></i>  <i>Board Members: Jessica Estes (Chair), Madison Goddard (Vice Chair), John Gracyalny (Treasurer), Madi Stefaniuk DiDomenicantonio, Hannah Winans and Allison Tans (Secretary).</i>  <i>Others: Jeanne Gordon (Executive Director) and Amber Madrone Anderson (Development Director)</i>  <i>Absent: None.</i></li> </ul>	<p>Jessica</p>
<p><b>APPROVAL OF MINUTES FROM LAST MEETING</b></p> <ul style="list-style-type: none"> <li>• Jeanne will send prior recordings to Allison.</li> </ul>	<p>Jessica</p>
<p><b>UPDATES FROM EXECUTIVE DIRECTOR (per Jeanne’s Report)</b></p> <ul style="list-style-type: none"> <li>• <b>Service</b> <ul style="list-style-type: none"> <li>○ Jeanne reviewed the Dashboard Report noting the ages of the children, the number of children served and the number of advocates. There was a spike of referrals during October and this may be due to children returning to school. Prioritizing detained children with a case plan through court. Referrals remain high in northern part of county: Eureka, Arcata and Trinidad.</li> </ul> </li> <li>• <b>People</b> <ul style="list-style-type: none"> <li>○ Next, Jeanne reviewed the CASA Volunteer Pre-Service Roadmap. One person completed the Oath ceremony today. Sixty percent of volunteers did not move forward primarily due to CASA staff concerns over background check or history. Others fell off for unknown reasons.</li> </ul> </li> </ul>	<p>Jeanne</p>

Volunteer interest is stable with 65 forms submitted from January 1, 2022 to present. Of these, at least half of those interested did not follow through with applications. Jeanne and Joslyn have discussed this and hope to improve these outcomes with more intensive and consistent follow-up. It takes an average of 114 days to complete the Pre-Service program. This includes CASA University training, which can be done at their own pace and consists of 20 hours of modules including text and reflection, then 10 hours of Zoom sessions, which are broken into four 2.5 hour. Volunteer discharges were due to a variety of personal reasons.

- Holiday season is an important time and small gifts will be purchased for the volunteers.
- The Staff Retreat will provide time to formulate a vision and prepare short term goals. Staff will participate in Tom Rath's Strengths Finder Assessment and receive copies of the book. Staff will receive a \$200 bonus in their December paycheck.
- The Pet Calendar is underway. Joslyn is collecting photos for it.

- **Community**

- Rebecca prepared an article for the Child Abuse Prevention Coordinating Council (CAPCC) Newsletter that provides a list of community activities for parents and their children.
- Jeanne met with Sarah Kaber, a Dependency Law Group Attorney. They planned a quarterly meet and greet for dependency lawyers and volunteers with the first meeting to occur in January, 2023. This will be an informal time to get to know each other.
- Thank you to Jessica and John for attending the November Meet and Greet. CASA staff appreciated their time.
- Quality Parenting Initiative (QPI) meetings with Child Welfare Services will be attended by Kristen and Rebecca.

<ul style="list-style-type: none"> <li>○ EVOLVE Youth Services teaches independent living skills to teens and requested use of the kitchen on November 1.</li> <li>○ There will be a Wine Pour on December 3 from 5 to 9 p.m. ad Rosebud Home Goods during Arts ALIVE.</li> <li>● <b>Quality Compliance and Data</b> <ul style="list-style-type: none"> <li>○ <b>IT</b> – Nylex will provide a new quote for the multi-factor authentication. Jeanne will send John the infor that she sent to Nylex</li> <li>○ <b>Funding</b> <ul style="list-style-type: none"> <li>▪ CA CASA Funding: Sharon Lawrence provided an update last week. Three applications were submitted for \$200,000. Two may be tenuous-employer match was requested for Jeanne, Joslyn, Amber and Krista. CA CASA requested more info on the Employee Handbook, etc.</li> <li>▪ Staff Retreat is scheduled for December 2, 2022.</li> </ul> </li> </ul> </li> </ul>	
<p><b>UPDATES FROM DEVELOPMENT DIRECTOR</b></p> <ul style="list-style-type: none"> <li>● <b>An evening of gratitude</b> <ul style="list-style-type: none"> <li>○ Amber discussed the event at Septentrio Winery in Arcata on November 3. Jessica, Madison and Hannah volunteered. Forty-three donors attended and Amber was able to connect with all attendees. It was great to meet everyone face to face.</li> </ul> </li> <li>● <b>Year End Appeal</b> <ul style="list-style-type: none"> <li>○ This will go out in the mail tomorrow.</li> </ul> </li> <li>● <b>Big Night Gala Meeting</b> <ul style="list-style-type: none"> <li>○ This took place prior to the Board meeting.</li> <li>○ Meetings will evolve from monthly to weekly.</li> <li>○ Event will be in March.</li> <li>○ Tasks include soliciting donations for silent and live auction, marketing, logistics.</li> <li>○ Jessica, Hannah and Madison volunteered.</li> <li>○ Main goal is to introduce others to CASA.</li> </ul> </li> <li>● <b>Grants</b> <ul style="list-style-type: none"> <li>○ A grant from WalMart was received in the amount of \$3,500</li> </ul> </li> </ul>	Amber

<ul style="list-style-type: none"> <li>○ The North Coast Co-op will announce the Seeds of Change recipients next week.</li> <li>● <b>Funding</b> <ul style="list-style-type: none"> <li>○ At 34% of goal—not always aligned with calendar and events.</li> </ul> </li> <li>● Amber’s schedule will continue to be 15 hours/week as she continues to care for her mother. Jeanne is assisting with coverage.</li> </ul>	
<p><b>FINANCIAL REPORT</b></p> <p>John feels that we are close to where we should be. Some concern was expressed about Line item 44, which is due to losses in the market. Overall, financials look good. Income is over and expenses are under.</p>	<p>John &amp; Jeanne</p>
<p><b>ITEM FOR DISCUSSION</b></p> <ul style="list-style-type: none"> <li>● <b>NATIONAL CASA SELF-ASSESSMENT DELIVERABLES</b> <ul style="list-style-type: none"> <li>○ This must be completed by mid-March</li> </ul> </li> <li>● <b>STRATEGIC PLAN</b> <ul style="list-style-type: none"> <li>○ Jessica requested samples. Jeanne will send out after the meeting. Santa Cruz is an example with more words, as compared to Larimer which has more visuals. This is an opportunity to revamp the mission and the vision. Jessica is happy to participate.</li> </ul> </li> <li>● <b>PUBLIC INFORMATION, OUTREACH, AND EDUCATION PLAN</b> <ul style="list-style-type: none"> <li>○ There will be Informational Sessions to come in and meet the staff. Q&amp;A type sessions.</li> </ul> </li> <li>● <b>DIVERSITY, EQUITY, AND INCLUSION PLAN</b> <ul style="list-style-type: none"> <li>○ BIPOC children appear to be overly represented in the Child Welfare System. How do we support the dimensions of their social identities?</li> <li>○ Mentorship can be incredibly powerful – to promote inclusive spirit. For example: A non-white teen bonded with a person of same race and expressed that she was ”sick of white women telling me what to do and not supporting me.”</li> <li>○ Jeanne wants to provide trainings and resources for Staff, Volunteers and Board Members. The goal is also to include more diverse groups of people.</li> </ul> </li> </ul>	<p>Jeanne</p>

<ul style="list-style-type: none"> <li>○ Jeanne and Joslyn have spent seven hours/month in DEI training through CA CASA.</li> <li>○ Allison shared that there is a Provider Roundtable at the River Lodge Conference Center in Fortuna each year (pre-COVID). It might be a good place to table or host a Q&amp;A session. Taffy Stockton (707-834-6460 or 707-834-2445) was the consultant for this event. The annual Hoopa Health Fair at the K'ima:w Medical Center is another space to table.</li> </ul>	
<p><b>CLOSING</b> Jessica thanked everyone.</p>	Jessica
<p><b>QUESTIONS AND ANSWERS</b></p>	Jessica
<p><b>BOARD MEMBER ANNOUNCEMENTS</b></p>	Jessica
<p><b>PUBLIC COMMENT MAY BE LIMITED BY THE CHAIR</b></p>	Jessica
<p><b>ADJOURNMENT</b>  Meeting adjourned at 6:37 p.m.</p>	Jessica
<p><b>Next Meeting:</b> December 28, 2022 5:30 p.m.</p>	

**CASA of Humboldt**  
**Board of Directors**  
**July 1, 2022 – June 30, 2023**

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