

COURT APPOINTED SPECIAL ADVOCATE  
 2356 Myrtle Avenue  
 Eureka, CA 95501



Wednesday, February 28, 2023 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 5:32 p.m.</b></li> <li>• <b>Introductions</b>  <b>Present:</b>  <i>Board Members: Madison Goddard (Chair), Hannah Winans (Vice Chair), Allison Tans (Secretary), John Gracyalny (Treasurer), Mary Bain, Ashley Kane, Robin Kissinger and Lisa Gaetje.</i>  <i>Others: Jeanne Gordon (Executive Director), Amber Madrone (Development Director) and Krista Mashburn.</i>  <i>Absent: None.</i></li> <li>• <b>Chair’s Remarks:</b> Madison welcomed everyone.</li> </ul>	<p>Madison</p>
<p><b>APPROVAL OF MINUTES FROM LAST MEETING</b>  <b>Motion:</b> John moved to approve the minutes from December 6, 2023. Robin to second. Ayes: All; Nay: None. The motion passed unanimously.  <b>Discussion:</b> None.</p>	<p>Madison</p>
<p><b>CONNECTION TO PURPOSE</b></p> <ul style="list-style-type: none"> <li>• Example of 16 year old CASA youth was reviewed. Rachel is serving as his Care Coordinator and has been able to connect them to College of the Redwoods, and work with Open Door to connect them to UCSF for support and care.</li> </ul>	<p>Jeanne and Amber</p>
<p><b>UPDATES FROM EXECUTIVE DIRECTOR</b></p> <ul style="list-style-type: none"> <li>• <b>Service</b> Jeanne reviewed the Dashboard Report.       <ul style="list-style-type: none"> <li>○ Through January 31, the coverage rate is 22.71.</li> <li>○ This Fiscal Year, there have been 40 children served by 26 active Volunteer Advocates and 14 children served by Staff Advocates.</li> <li>○ CASA STAR which is developmental screening for children zero (0) to three (3) years: Eight (8)</li> </ul> </li> </ul>	<p>Jeanne</p>

screenings have been conducted and in February, there were four (4) conducted.

- As of February 21, there are two active advocate inquiries and three (3) new advocates.
- The average number of days to become an advocate is 107 days due to volunteers in January facing holiday delays, work schedules, etc.
- There are 92 children detained and 32 who are non-detained/remain in the home.
- Indian Child Welfare Act (ICWA) remains a priority and there are a proportionately large number of American Indian children in need of services.

- **People**

- Referral and Volunteer Coordinator position was filled by Kate Frachon. Kate's email address is [katef@humboldtcasa.org](mailto:katef@humboldtcasa.org). Jeanne suggests sending her a welcome email.
- Data Program Evaluation Associate Position (part time) was filled by Laura Bristow and she is starting on Monday.
- There is an opening for two (2) Case Supervisors. The posting may be extended due to the importance of finding the most appropriate people.
- Wellness Days: In January, this aligned with the Monday holiday. Rachel had 14 court hearings this month.
- Cal Poly student Audrey Van Patten is looking at the race and gender data

- **Community**

- **CA CASA:** Jeanne and Amber are working to bring interviews with them.
  - CA Statewide Conference will be in September
- **Local Community:**
  - Volunteer recruitment has been ongoing.
  - There has been a delay in the Court Improvement Plan due to the judge's schedule. Jeanne is hoping it will get back on track soon.

<ul style="list-style-type: none"> <li>• <b>IT</b> <ul style="list-style-type: none"> <li>○ Learning for Action – volunteer survey advocate focus group to disseminate to Transition Age Youth (ages 18 to 25) who are former foster youth.</li> </ul> </li> <li>• <b>Funding</b> <ul style="list-style-type: none"> <li>○ CA CASA: First installment of Cycle two (2) .</li> <li>○ Prevention and Early Intervention (PEI) funds are available through the Department of Health &amp; Human Services in the amount of \$24,900 that could fund a 0.5 FTE Case Supervisor.</li> <li>○ First 5 funding award should be announced in the spring.</li> </ul> </li> </ul> <p><b>Discussion:</b> None.</p>	
<p><b>DEVELOPMENT UPDATE</b></p> <ul style="list-style-type: none"> <li>• <b>Fundraising</b> <ul style="list-style-type: none"> <li>○ Currently at 44% of goal.</li> <li>○ The trend is down on general donations.</li> <li>○ The Annual Gala is scheduled for April 13. Invite friends, colleagues.</li> <li>○ Noteworthy contributors are Coast Central Credit Union (CCCU), Redwood Capitol Bank, Ross Taylor and Associates, Recology and the Mill Yard.</li> <li>○ Overall, general donations are down nine (9) percent, and the average gift decreased by 15 percent.</li> <li>○ Retention is at 51 percent and that is higher than the national average.</li> <li>○ New donors are increasing.</li> <li>○ Amber is looking at other grants to make up the difference and trying to increase grants and foundation donations.</li> <li>○ The top 20 donors provide 89 percent, while the top 12 provided 77 percent of total funds.</li> <li>○ Looking at CA CASA funding and planning to be very strategic.</li> <li>○ Considering the Chamber, Eureka Women’s Club.</li> <li>○ Bowling with Big Brothers and Big Sisters is this Saturday. It should be fun and the CASA kids were invited to attend.</li> </ul> </li> </ul>	Amber

<ul style="list-style-type: none"> <li>• <b>Suggestions for Board Involvement</b> <ul style="list-style-type: none"> <li>○ Secure live auction items</li> <li>○ Seek additional sponsors</li> <li>○ Reserve a table at the Gala</li> </ul> </li> </ul> <p><b>Discussion:</b> None.</p>	
<p><b>FINANCIAL REPORT:</b></p> <ul style="list-style-type: none"> <li>• Income is down.</li> <li>• John is comfortable with the budget estimates Jeanne has made and with Humboldt Area Foundation investment.</li> </ul> <p><b>Motion:</b> John moved to approve the Financial Report. Hannah to second. Ayes: All; Nay: None. The motion passed unanimously.</p>	John
<p><b>ITEM FOR APPROVAL: New Board Member Katelyn Cline</b></p> <ul style="list-style-type: none"> <li>• Jeanne interviewed Katelyn, who has worked at CCCU for five (5) years. Jeanne reported she is motivated to begin serving on the board. She has experience in the Accounting Department and has learned technical programming, so may be able to assist with IT issues</li> </ul> <p><b>Motion:</b> John moved to approve new board member Katelyn Cline. Mary to second. Ayes: All; Nay: None. The motion passed unanimously.</p> <p><b>DISCUSSION:</b> John highly recommends Katelyn and said she picks things up very quickly as he has worked with her at CCCU.</p>	Jeanne
<p><b>ITEM FOR APPROVAL: Organizational Procedures, Policies and Plans</b></p> <ul style="list-style-type: none"> <li>• Jeanne shared that the National CASA standard is to review items every three (3) years. There are several policies and a succession plan that will be reviewed at the next meeting.</li> </ul> <p><b>Motion:</b> Hannah moved to approve the review of Organizational Procedures, Policies and Plans every three (3) years. John to second. Ayes: All; Nay: None. The motion passed unanimously.</p> <p><b>DISCUSSION:</b> If necessary, these can be reviewed more often if anything comes up. Jeanne maintains the</p>	Jeanne

<p>spreadsheet of the dates of reviews. She will share the last review and revision dates.</p>	
<p><b>ITEM FOR DISCUSSION</b></p> <ul style="list-style-type: none"> <li>• <b>Diversity Equity and Inclusion (DEI) - Engaging with Tribal Communities</b> <ul style="list-style-type: none"> <li>○ Trinidad Rancheria Social Services – Native American children are over-represented.</li> <li>○ Of 51 children served, 18 percent were covered under ICWA (Cherokee, Hupa, Round Valley, Trinidad Rancheria and Yurok).</li> <li>○ Trinidad shared that the prior experience they had with the CASA program left them feeling as though they had been judged and were shamed. They felt the Tribes wishes were not considered and that communication was neither honest nor was it transparent. Court reports were also not fair or balanced.</li> <li>○ Jeanne thanked Mary for building Tribal connections.</li> <li>○ Jeanne will met with the Trinidad Rancheria to review the court reports.</li> <li>○ In April, there is a training for Mendocino and Humboldt CASA programs and Tribal Members. Local Tribal members are welcome to attend.</li> </ul> </li> </ul> <p><b>DISCUSSION:</b> John will invite Tribal colleagues and feels there is a need to create a safe environment.</p>	<p>Jeanne</p>
<p><b>ITEM FOR DISCUSSION</b></p> <ul style="list-style-type: none"> <li>• <b>Board Training – Training for Volunteer Advocates</b> <ul style="list-style-type: none"> <li>○ Krista Mashburn has been facilitating a training for two (2) years. This is typically four (4) sessions totaling two and a half (2.5) hours. This helps with Social Worker’s reports and talking about feelings. Staff have taken CASA University course, but realized</li> </ul> </li> </ul>	<p>Jeanne &amp; Krista</p>

<p>that key information was not included. She has been able to make it relevant to the local area.</p> <ul style="list-style-type: none"> <li>o CASA University created courses through CA CASA. Some chapters were created here. An online mandated reporter training is also provided here.</li> </ul> <p>Other courses were separated by chapters with an emphasis placed on Diversity and Inclusion, Family Needs and Strengths, while always coming from a place of empathy. The total is 30 hours. Krista welcomed board members to attend the last Tuesday and Thursday of March from 5:30 to 8 p.m. (with a break).</p> <p><b>DISCUSSION:</b> Hannah noted that the Stress in Families caught her by surprise and feels that this training will help. Family First Act – Reunification is always the goal.</p>	
<b>CLOSING</b>	Madison
<b>QUESTIONS AND ANSWERS</b>	Madison
<b>BOARD MEMBER ANNOUNCEMENTS</b>	Madison
<b>PUBLIC COMMENT MAY BE LIMITED BY THE CHAIR</b>	Madison
<p><b>ADJOURNMENT</b></p> <p>Meeting adjourned at 6:42 p.m.</p>	Madison
<p><b>Next Meeting:</b> April 24, 2024 at 5:30 p.m.</p>	

**CASA of Humboldt**  
**Board of Directors**  
**July 1, 2023 – June 30, 2024**

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