

**VETERANS ACCESSION HOUSE**  
**198 W 9<sup>th</sup> Street**  
**Pittsburg, CA 94565**

**AGENDA**

**Board Meeting Date:** Saturday, January 2, 2021 at 10:00 am.

**Location:** Conference Zoom

Meeting call to order at \_\_\_\_\_ am, presiding Board Manager Christine Schultz, Program Director present, Nubia Ramirez Secretary, recording.

Expected to Attend at the Start of the Meeting: Leonard Ramirez, Nubia Ramirez, Chris Capdevielle, Jimmy Hildreth, Eric Graham, Jose Mora, Mathew Smith, Dennis Rojas and Christine Schultz.

Expected Absent:

Expected Guests: None

- 1) 10:00 am - Meeting call to order; welcome and roll call protocol (Christine Schultz) – 5 min
- 2) Proposed to accept minutes from Oct 17, 2020 \_\_\_\_\_.
- 3) President’s Report (Leonard) – 20 Mins
  - a. Veterans Affairs Grant Update
    - i. Major repairs (Chris)
    - ii. Program Inspections: Security, Fire (Chris)
    - iii. Expanded location(s) – Pittsburg, Concord (Nubia)
    - iv. Office site – VFW building (Leonard)
    - v. Business License City of Concord
    - vi. Positions filled:
      1. Director – On ground
      2. Case Manager Supervisor (Not filled) LCSW
      3. Administrative Assistant (Not filled)

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4. Case Manager X2 – Dorothy Mueller/ Kayla Archimede
  5. House Manager - Chris Capdevielle
  6. Chef – Brenan Peterman
- b. General Updates
- i. \$4K Grant - Keller Canyon
  - ii. VAH housing population update (Chris)
  - iii. Promotion of program (Open)
  - iv. Strategic Planning Meeting (Christine)
  - v. Grant, City of Concord & Mercy Housing California
  - vi. Community Open House (March 2021)
- 4) Treasurer’s Report (Jose Ramos-Mora) – 15 mins
- a. FY December 2021 budget update/ discussion
  - b. Accountant – Cindy YU to reset budget
  - c. VAH bank account and authorized signers
  - d. CPA referral update (Budgeted) Reapproach Regalia Douglas – Regalia & Associates
  - e. Re-imburement policy
- 5) Review of VAH Bylaws (Leonard Ramirez and Christine Schultz) – 15 min
- a. Review and discussion of highlighted items
  - b. Summary of amended changes
  - c. **Vote** on amended revision of Version 2.0
- 6) Operational Update – (5 mins)
- a. HMIS - Homeless Management Information System/ CES CCC H3 (Chris)
  - b. Website & social media update (Christine)
  - c. Brochures (Nubia)

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**Adjourn:** January 2, 2020, at 11:00 am.

**Next Meeting: Proposed for** March 2, 2021 at 10:00 am.

**Location: Conference Zoom**

**Respectfully Submitted,**

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**Nubia Ramirez**  
**Secretary, VAH Board of Directors**