

VETERANS ACCESSION HOUSE
2290 Willow Pass Road
Concord, CA 94520

AGENDA

Board Meeting Date: Saturday, March 20, 2021 at 10:00 am.

Location: Conference Zoom

Meeting call to order at 10:00 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: Jose Mora, Jimmy Hildreth.

Expected Guests: None

- 1) At 10:00 am Meeting called to order; welcome and roll call protocol (Christine Schultz) – 5 min
- 2) Proposed to accept minutes from January 2, 2021.
- 3) President’s Report (Leonard) – 20 Mins
 - a. Veterans Affairs Grant Update
 - i. Major repairs (Chris) – Front Steps and rear steps at 198 W 9th St and 1292 Columbia St. Replaced section of front retaining wall at W 9th.
 - ii. Resident rental contribution appraisal (Nubia) – With exception of one resident (Humanitarian) all Program Service Fees (Rent) being collected.
 - iii. Expanded location(s) – Central Ave Pittsburg (Nubia) – This location is part of the original grant housing sites. Plan to ready this location for GPD use but are in the process of evicting current tenants.
 - iv. Office site – VFW building (Leonard) – In use on Tues-Friday.

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- v. Oakland Owow (Leonard & Christine) – great opportunity offered to manage a 81 unit SRO building, but lease demands were prohibitive and City was slow to communicate approvals or buy into the plan.
- vi. City of Concord and HCD/CalVet, Assembly Bill No. 1486 – HCD Loan development program will release NOFA in May 2021. Funds can be used to reimburse developers, construction and land purchase costs.
- vii. Business License Amended - City of Concord modified business license to include housing and office operations.
- viii. VA CARE Program – Funding available to convert traditional GPD housing to accommodate SROs.

- ix. New Positions:
 - 1. Sabrina Robertson, LCSW – Supervising two case managers.
 - 2. Referral
- x. VA Student Work Experience – VAH was approved to be a Work Site for Veteran Student Work Experience.
- xi. Food contract: Chef Peterman to York St Station – will end March 2021 due to high cost and low interest from residents.

- b. General Updates
 - i. \$4K Grant - Keller Canyon – Grant for case management, will submit Invoice for 2021 by May.
 - ii. VAH housing population update (Chris) Currently 7 residents with stead referred expected as the program develops.
 - iii. Promotion of program (Open) – Hope to start up promotion and advertisement as COVID restricts are relaxed.
 - iv. Strategic Planning Meeting (Christine) – Scheduled for all interested board members to participate in SPM to explore and guide direction of the program.

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- v. Grant, City of Concord – Will be releasing empty lots for sale by Mid-summer. Several lots have been on VAH’s radar for past year.

4) Treasury Report:

- a. To date GPD and monthly rents – Rents have been being used to augment rents and repairs until GPD invoices are paid out.
- b. Accountant – Cindy YU adjusted GPD rate – Has been contracted since December, guiding us through GPD billing requirements.
- c. VAH bank account and authorized signers – Nubia is acting as the Administrative Assistant and assuming the management of the program billing and payroll.
- d. Tax filing: Form 199N/ 990N to be completed by April 2021

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. VBNL - CCC H3 and Shelter Inc and others (Leonard) – First and Third Tuesday of the month at 0900. Review of all veterans registered in the County’s Coordinated Entry System. Veterans By Name List are discussed by responsible housing provider entering the veterans into the data management system.
- b. Brochure update to mirror Flyers (Nubia) – Changes in new office address and phone numbers changed on existing brochure format and newly created flyers.

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Adjourn: March 20, 2021, at 11:00 am.

Next Meeting: Proposed for - June 12, 2021 at 10:00 am.

Location: Conference Zoom

Respectfully Submitted,

Nubia Ramirez
Secretary, VAH Board of Directors