

COMMUNITY ACTION BOARD (CAB)
May 5, 2025 Hybrid Zoom & PSB 292
4:00 PM – 5:30 PM

FACILITATOR		Paul Edgar			
NOTE TAKER		Sean Wells			
P	Paul Edgar	P	Greer Ryan	S	Jennifer Much Grund
A	Sonia Agnew	P	Candice Laxton	S	Sean Wells
P	Richard Sheldon	G	Leeann Marx	S	R.E. Szego
P	John Parker	S	Tracy Garell		
E	Adam Khosroabadi	S	Joey Johns		

P-Present, A -Absent, E-Excused, S-Staff, O-Other Attendee

ITEMS / ISSUES	DISCUSSION
Meeting Called to Order Quorum is 50% +1	Paul called the meeting to order at 4:02 pm. A quorum was present.
Adoption of Meeting Minutes	April 2025 minutes adopted as written.
Bylaws Review and Revision	Leeann Marx introduced herself and her role with the State of Oregon. She explained the process of the review and how important it is. Prior to the meeting she provided the CAB with a copy of the CSGB act as well as some sample language that needs to be added to the CAB bylaws. Specifically, she provided sample language regarding the democratic process of recruitment as that needs to be either in the bylaws of the CAB or spelled out in a supplemental policy. Leeann also answered questions about proxy members. They are allowed, though not for any member on the Executive subcommittee, and can be recruited in the same manner as a normal member. Another item that needs to be address in the bylaws is remote and hybrid meetings. These are perfectly acceptable ways to hold a meeting, but these options must be spelled out in the bylaws. Jennifer will draft the new language and submit it to the board for approval at the June meeting. There were also questions about expanding the board. Leeann said that there was no upper limit on board membership, but that there must be an equal number of representatives from each of the three demographics. She said

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	that 12 members are the most common. If there is an imbalance members from the unbalanced demographics will have to take turns abstaining from votes. She concluded by encouraging board members to reach out to her if they have any questions.
H3S Equity Toolkit	Tracy introduced the H3S Equity Toolkit. This was introduced at the department level as a way of helping to ensure that H3S divisions keep equity in mind as they develop procedures, programs, and presentations. Her presentation included a description of the goals of the toolkit and how to attain them, what the toolkit is and is not, and a basic introduction to the basic equity lens as a commonly used tool.
In Person Meeting Dates	The CAB agreed to try to meet in person on the third month of each quarter, beginning with the next meeting on June 5 th 2025. A hybrid option will be available for those who cannot attend in person. Food will be provided.
Director Report	Tracy offered a quick update on the budget of the SSD. She said that the SSD is budgeting based on receiving all promised funding. There is the impending loss of pandemic era Federal funding, but that has been taken into account. There will be more information in June closer to the end of the fiscal year.
Member Updates	<ul style="list-style-type: none"> • John requested a report from the upcoming CAPO conference. • Paul wanted to spend more time discussing homelessness in the County. Building on that John wanted to clarify what the bounds of the CAB's responsibility are. • Tracy and Adam agreed to meet up and discuss recruiting elected officials, specifically looking at school board members.
Meeting Adjourned	The meeting was adjourned at 5:34.
Next Meeting:	June 5, 2025. In person encouraged and food will be provided.