



State Plan Committee Meeting Minutes January 18, 2022

Attending Members

Kilolo Brodie (FA)
Julio Garnica (SA)
Lee Bycel (FA)
Aubyn Stahmer

Others Attending

Rihana Ahmad
Aaron Carruthers
Janet Fernandez
Beth Hurn
Charles Nguyen
Kristie Allensworth
Robin Maitino-Erben
Ken DaRosa
Tania Morawiec
Lee Bycel (FA)
Scarlett VonThenen

Others Attending

Victoria Schlussler
Riana Hardin
Sonya Bingaman
Yolanda Cruz
David Grady
Sarah May
Lisa Hooks
Christopher Arroyo
Patricia Herrera
Sheraden Nicholau

1. **CALL TO ORDER**

Committee Chair Kilolo Brodie (FA) called the meeting to order at 10:02 A.M.

2. **ESTABLISH QUORUM**

A quorum was established.

3. **WELCOME/INTRODUCTIONS**

Members and others introduced themselves as indicated.

4. **PUBLIC COMMENTS**

There were no public comments

5. **APPROVAL OF NOVEMBER 2021 MEETING MINUTES**

It was moved/seconded (Stahmer/Bycel [FA]) and carried to adopt the November 16, 2021 meeting minutes as proposed. (Passed by acclamation, see page one for a list of voting members.)

6. **OVERVIEW OF THE DRAFT PROGRAM PERFORMANCE REPORT (PPR)**

Committee Chair Kilolo Brodie and State Plan Manager Rihana Ahmad provided a presentation of the 2021 Program Performance Report (PPR). The presentation included the numbers of activities and people reached, and several anecdotes to demonstrate what the Council achieved in the FFY. Committee members discussed condensing the presentation and how to approach PPR presentations in future years. This is an overview of what will be submitted to Feds for this year's PPR.

It was moved/seconded (Garnica [SA]/Bycel [FA]) to approve the Draft Program Performance Report as presented. (Passed unanimously, see page one for a list of voting members.)

7. **CYCLE 45 PROGRAM DEVELOPMENT GRANTS**

In November of 2021 the Committee met and began the Cycle 45 Grant Process by adopting the proposed timeline and establishing the Grants' geographical and priority focus. Members acted to recommend a regional level focus for Cycle 45. In response to this action, Committee Chair Kilolo Brodie and State Plan Manager Rihana Ahmad presented the draft Cycle 45 Program Development Grant project descriptions and Request for Proposal (RFP) template to the Committee. The Committee took the following actions:

It was moved/seconded (Stahmer/Bycel [FA]) and carried to recommend that the Council approve the Cycle 45 Scoring Criteria as presented and the RFP template language, as amended. (Passed unanimously, see page one for a list of voting members.)

The Committee requested the following changes:

- Correct the dollar amount listed on page 3 of the RFP
- Make sure all dates listed are correct
- Check for spelling and typing errors

It was moved/seconded (Bycel [FA]/Stahmer) and carried to recommend approval of the Cycle 45 Project Descriptions, as presented. (Passed unanimously, see page one for a list of voting members.)

8. **2022 MEETINGS AND ADJOURNMENT**

- July 7, 2022
- November 17, 2022

Committee Chair Kilolo Brodie adjourned the meeting at 1:58 P.M.