



**MINUTES OF MEETING  
OF THE LOMPOC  
HUMAN SERVICES COMMISSION  
January 8, 2018  
Administration Conference Room, Lompoc City Hall  
6:30 p.m.**

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**Commission Members Present:**

Barbara Holt, Chairperson  
Kay Casey, Vice-Chairperson  
Dena Hardeman

**Commission Members Absent:**

Thomas Munoz  
Kenny Agbodike

**Council Liaison Present:**

Councilmember Osborne

**Staff Present:**

Christie Alarcon, Community Development Program Manager

**Presentations**

None

**Oral Communications**

None

**Agenda Items**

Meeting called to order at 6:33 p.m.

1. Approval of November 6, 2017 Meeting Minutes

Motion: It was moved by Commissioner Hardeman and seconded by Commissioner Casey that the minutes of the November 6, 2017 meeting be approved as presented.

Vote: The motion passed 3-0

2. Public Comment

Council Liaison Osborne thanked the commission for their hard work and dedication.

3. Staff Updates / Announcements

None.

**4. Commissioner Updates / Announcements**

None.

**5. TAP TV**

Commissioner Casey distributed a blank TAP TV schedule for commissioner sign-up.

**6. Quarterly Performance Report (1<sup>st</sup> Quarter)**

Community Development Program Manager Christie Alarcon shared an updated report with the Commission and discussed some issues staff have had with Subrecipient lack of timely reporting and requests for funds.

**7. Subrecipient Contract Performance**

Commissioner Holt requested that staff send copies of finding letters, or any performance issues to the agencies board. The Commission as a whole agreed that this should be done. Ms. Alarcon agreed to incorporate this into the process for the next monitoring site visit process.

**8. 2018-19 Funding Process**

Commissioner Holt stated she would not be available for interviews 1/23; the commission requested that the 2/5 meeting start time be 5:45 p.m.

The commission was presented with the application binder which included one application which was missing items (Boys and Girls Club). The commission held much discussion regarding the availability of technical assistance review and competitiveness for funding.

Motion: It was moved by Commissioner Holt and seconded by Commissioner Casey to reject the application as submitted by United Boys and Girls Club due to the application being incomplete.

Vote: The motion passed 3-0.

**9. Items for February Meeting**

Approval of prior meeting minutes  
Public comment  
Staff updates / announcements  
Commission updates / announcements  
TAP TV  
Utility Billing Campaign  
2018-19 Notice of Funding Availability  
Chair / Co-Chair Elections

**Written Communications**

None

**Adjournment**

Adjournment at 7:51 p.m. until next meeting on January 22, 2018.