***Board of Directors***
**Meeting Minutes**
***May 6, 2026***
**Time 6:00 – 7:30pm**

**ROLL CALL**

James Kyriaco, Board Chair called the meeting at 6:05pm. A quorum was established.

| Members present: | Members not present: | Staff present: | Guests present: |
|---|---|---|---|
| Jeremy Ball | Angela Miller-Bevan | Patricia Keelean (Zoom) | Victoria Alarcon (Zoom) |
| Alexander Saunders (Zoom) | Miguel Avila | Grant Carmichael | Maddie Henry (Zoom) |
| Hilda Zacarias | Roy Lee | Monica Logan | |
| James Kyriaco | Marina Owen | | |
| Gloria Flores | | | |
| Oscar Gutierrez | | | |
| Josephine Torres | | | |
| Megan Salas | | | |

1. **NETWORKING**

2. **WELCOME & CALL TO ORDER**

   James Kyriaco, Board Chair called the meeting at 6:05 pm. A quorum was established.

3. **PUBLIC COMMENT – Members of the public may speak up to 5 minutes each.**
   The public comment period is reserved for comments on matters within the subject matter jurisdiction of the Board of Directors. Each person may address the Board for up to three minutes at the discretion of the Chair, for a total public comment period of no more than 15 minutes.

   The Board Chair asked if there were any public comments. None

4. **CLOSED SESSION:**
   a. Legal Matter: N/A
   b. Personnel: N/A

5. **APPROVAL OF BOARD MINUTES**

March 4, 2026

March 10, 2026

| | | | |
|---|---|---|---|
| **M/S/A** | **Gloria Flores** | **Oscar Gutierrez** | **Approved** |

**6. <u>CONSENT AGENDA:</u>**

All matters listed hereunder constitute a consent agenda and will be acted upon by a single roll call vote of the Board. Matters listed on the agenda will be read only on the request of a member of the Board or the Public, in which event the matter shall be removed from the consent agenda and considered as a separate item.

<u>6a. Approval of Minutes:</u>

6a – 1 Executive Committee Minutes: 4/8/26

6a – 2 Planning Committee Minutes: 4/3/26

6a – 3 Planning Committee Minutes: 5/1/26

6a – 4 Ambassadors Committee (Head Starters) Minutes: 3/16/26

6a – 5 Ambassadors Committee (Head Starters) Minutes: 4/20/26

<u>6b. Approval of Grants $10,000 and Under/Renewal Contracts, MOUs, Resolutions, etc.:</u>

6b – 1 Approve the proposed revisions to the CommUnify HR Policy Handbook, with the modification of Policy 9.02 Holidays, renaming Cesar Chavez’s Birthday, a holiday, to “Farmworkers Day.”

6b – 2 Authorization and approval to increase the Infant license capacity of CommUnify’s Little Village childcare center from 4 to 6 children.

| | | | |
|---|---|---|---|
| **M/S/A** | **Oscar Gutierrez** | **Gloria Flores** | **Approved** |

**7. <u>ACTION ITEMS:</u>**

7-A Approval of and authorization to submit a grant application to the Bank of America Charitable Foundation in support of the Seniors Safe at Home program in the amount of $25,000 for one year.

| | | | |
|---|---|---|---|
| **M/S/A** | **Josephine Torres** | **Hilda Zacarias** | **Approved** |

7-B Approval of and authorization to submit a grant application to the James S. Bower Foundation in support of the renovation of the Fesler Child Care Center in the amount of $50,000 for one year.

- Pat explained that the agency is moving forward with the purchase of the Fesler property and is also actively fundraising to close the remaining funding gap.

| | | | |
|---|---|---|---|
| **M/S/A** | **Megan Salas** | **Jeremy Ball** | **Approved** |

7-C Approval of and authorization to submit a grant application to CenCal Health Community Benefits program in the amount of $200,000 in support of the AFLP Direct Services ($100,000) and Capacity Building to Serve Youth in At-Risk Situations through CalAIM ($100,000).

- Pat explained to the board members that this request is to support a case manager for Lompoc and Santa Maria. Under the CalAIM program.
    - James asked if the program is open to any applicant or only to specific organizations.
        - Pat replied that applicants would have to qualify for services.

| | | | |
|---|---|---|---|
| **M/S/A** | **Megan Salas** | **Josephine Torres** | **Approved** |

7-D Approval of and authorization to submit a grant application to the Santa Barbara County Community Development Block Grant (Capital) program in the amount of $500,000 in support of the acquisition and renovation of the Fesler childcare center in Santa Maria.

| | | | |
|---|---|---|---|
| **M/S/A** | **Gloria Flores** | **Hilda Zacarias** | **Approved** |

- This is a preliminary approval, with a final vote expected at the June meeting, and full funding is anticipated for the facility renovations. A special thank you was extended to Gloria Flores for her active support and involvement.

7-E Approval of and authorization to submit a grant application to the Walter & Holly Thomson Foundation in the amount of $30,000 in support of the Seniors Safe at Home program.

| | | | |
|---|---|---|---|
| **M/S/A** | **Jeremy Ball** | **Josephine Torres** | **Approved** |

7-F Approval of and authorization to submit a grant application to the Santa Barbara Foundation's Critical Needs Grant program in the amount of $50,000 to support general operations.

- Pat explained that some of these funds would be used help support the FYS program with the department funding cuts.

| | | | |
|---|---|---|---|
| **M/S/A** | **Megan Salas** | **Gloria Flores** | **Approved** |

7-G Board of Directors resolution to ratify, confirm, and approve all actions previously taken by the Executive Committee on April 16, 2026, related to the acquisition and renovation planning of the future childcare center to be located at 420 E. Fesler Street, Santa Maria, CA.

**M/S/A** **Jeremy Ball** **Hilda Zacarias** **Approved**

- Pat requested that the full board approve or ratify the action item that the executive committee approved in between board meetings to ensure that the agency had the board approval for the loan application that wa submitted to the state and to apply for CDBG funding as well to renovatethe facility.
    - Hilda asked what the budget was for the renovations of the facililty.
        - Pat replied that the budget for renovation was a little over $2million and that the purchase price of the building was $950.

## 8. RECITE COMMUNIFY MISSION STATEMENT/MISSION MOMENT-PAT KEELEAN, CEO:

We serve Santa Barbara County's most vulnerable populations through education and coordinated services so they may achieve economic stability, improve overall well-being and thrive.

**NEW**

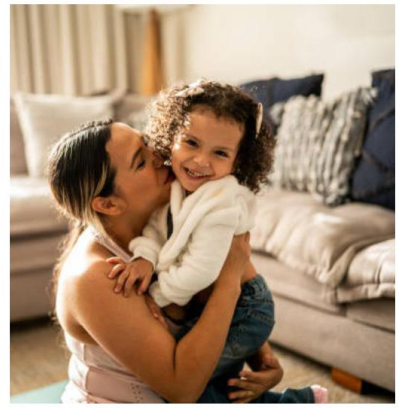
**MISSION STATEMENT**

We serve Santa Barbara's vulnerable through education and coordinated services that support stability, foster opportunity, and enable all to thrive.

Mission Moment:

## Mission Moment:

Tina is a young mother who returned to the U.S. seeking safety and a better future for her children after experiencing domestic violence and profound personal loss. Arriving in the community with very limited resources, she was connected to the Adolescent Family Life Program (AFLP), where consistent, relationship-based support helped her begin rebuilding stability. Through this partnership, she accessed essential resources, engaged in supportive services, and took meaningful steps forward. Today, **Tina is employed, supporting her child, and pursuing her driver's license, demonstrating resilience, determination, and the powerful impact of compassionate, sustained support.**



Pat shared the Mission Moment from the AFLP Program with Family & Youth Services, she explained that this situation was presented to the AFLP Case Manager who successfully helped this client and how this is another example of how a client's own resilience and determination combined with our compassionate, sustained support can help change the life and future of a child.

9. **CEO REPORT:**

### Funding Challenges

- California Department of Public Health will sunset **Adolescent Family Life Programs (AFLP)** statewide in June 2027
- **South Coast Youth Safety Partnership (SCYSP)** funding uncertainty due to local municipal funding shortfalls.
- Recent attempt by OMB to impound **CSBG**, **LIHEAP** and **Weatherization** funding for 2026.
- **211 Programs** facing funding cutbacks/possible closure in SLO County and across the state.

**Adolescent Family Youth Programs:**

Pat shared with the board members that After 27 years of operating the AFLP program, CommUnify was recently notified by the California Department of Public Health that the program will be sunset statewide in June 2027. Pat also shared that Steve has convened an AFLP stakeholder committee to explore long-term sustainability strategies, strengthen partnerships, and pursue new funding opportunities, including grants through the Women's Fund and other local, regional, and national foundations. The organization is also exploring ways to sustain case management services through CalAIM, while advocating for expanded eligibility criteria.

**South Coast Youth Safety Partnership:**

In addition, the South Coast Youth Safety Partnership may also face funding uncertainty. CommUnify has led the partnership since 2010, following the tragic death of a local teenager, and the program has since expanded to focus on youth violence prevention and positive youth development. County Probation has indicated that county funding may remain available next year, though municipal funding remains uncertain due to broader financial challenges. Leadership continues to advocate for the importance of these services through ongoing engagement with local city councils and community stakeholders.

**CSBG-Community Services Block Grant, LIHEAP and Weatherization:**

The Office of Management and Budget had temporarily withheld funding for several federal programs, including CSBG, LIHEAP, and Weatherization. However, after strong bipartisan pressure during congressional testimony, the CSBG funds—which had already been approved by Congress—were released. The states are now receiving those funds and are expected to distribute them to local agencies soon. Similar concerns remain regarding LIHEAP and Weatherization funding, and there is ongoing uncertainty about whether future federally appropriated funds could face additional delays.

**2-1-1 Program**

Additionally, 211 programs across California are experiencing significant funding challenges. Some programs, including the neighboring SLO County 211 program, may face major staffing reductions or possible closure due to budget cuts. CommUnify is exploring new ways to support its 211 program and will continue discussions about addressing funding gaps in the coming months.

**Strategic Goal 5:**
**Community Engagement & Cross-Sector Partnerships**

**Status: Evaluating Potential Projects**

- Upward Mobility Initiative – Next Steps
- South Coast Youth Safety Partnership (SCYSP)
  - Positive Youth Development (PYD) Framework
- AFLP Sustainability & Collaboration Committee
- Faith-Based Collaborative
- Others? Board Role?

**Strategic Goal 5: Community Engagement & Cross-Sector Partnerships**

The discussion focused on Strategic Goal Area #5: Community Engagement and Cross-Sector Partnerships, and the need for board guidance on future priorities and direction. Staff are currently evaluating potential projects under this goal area, including the Upward Mobility Initiative, which has involved focus groups and community assessment work over the past year. However, the Upward Mobility Committee is experiencing challenges maintaining strong membership and is considering narrowing its focus to one key area moving forward. There is also a potential partnership with the Urban Institute to provide training for coalition members and expand community capacity to implement the upward mobility framework, though next steps remain uncertain.

Additional initiatives under consideration include the ongoing South Coast Youth Safety Partnership, the AFLP Sustainability and Collaboration Committee led by Steve, and a possible faith-based collaborative that emerged during the board's strategic planning session last September. Several of these efforts are facing funding uncertainty, particularly related to local funding availability.

Staff requested input from the board regarding whether there are specific strategies or focus areas the board would like to prioritize, whether the Planning Committee should take the lead in making recommendations, or whether discussions should be postponed until later in the year when funding and program direction become clearer.

- James expressed support for a hybrid approach in which a small group would initially work with the consultant to help build momentum and lay the groundwork for future staff efforts later in the year. The goal would be to begin shaping a plan that could better inform the larger effort.

## Fundraising and Marketing

- **"Friendraiser" Event (5/20/26)**
  - Hosted by Susan Rose & Leslie Bhutani
  - Over 35 individuals in attendance
  - Raised over $12,000
- **"Adopt-A-Center" Campaign (Head Start)**
- **New Agency Website –** Launching Summer 2026!
- "**Off the Record" Event** – Fall 2026

**FriendRaiser:**

Pat shared that fundraising and marketing update highlighted a successful fundraiser held on May 20, hosted by Susan Rose with more than 35 participants and over $12,000 raised. Additional friend-raising events are currently being planned, with more details to be shared soon.

**Adopt-a-Center:**

Julie has completed the Adopt-a-Center campaign materials, which will be distributed once finalized.

**New Agency Website:**

Work is also underway on a new agency website scheduled to launch this summer.

**"Off the Record" Event:**

Julie is exploring the possibility of hosting an "off the record" event featuring a well-known celebrity, with more information to come as plans develop.


**CEO Listening Tour:**

Pat also informed the board about an upcoming listening tour with staff, which will continue through May and June. The purpose of the tour is to hear directly from employees about the challenges and concerns affecting them, and to bring that feedback back to leadership and the board to help ensure staff are supported during these uncertain times.

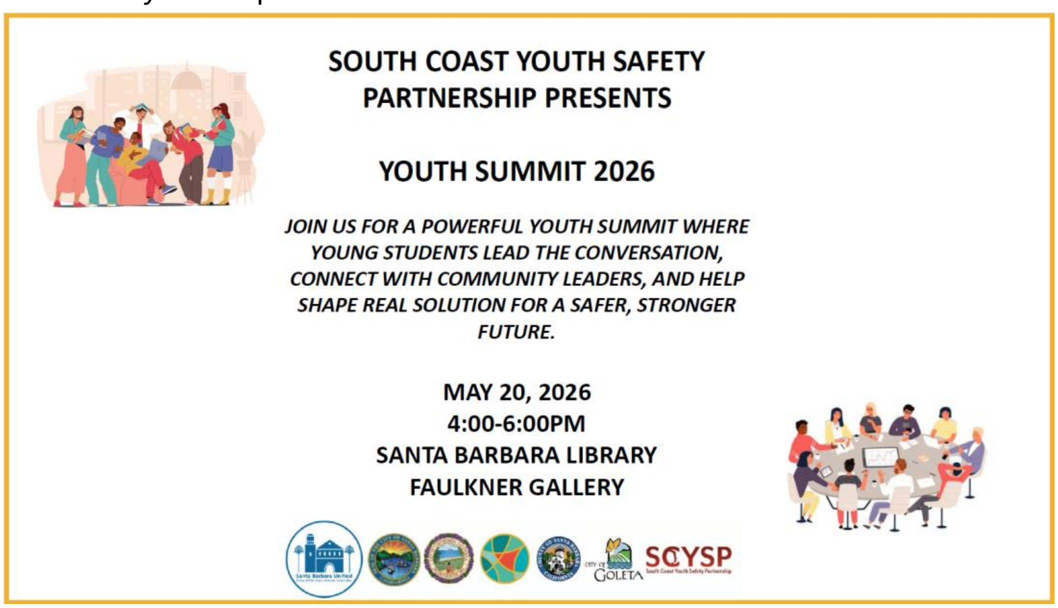

**Board Governance Training:**

The board was reminded about the upcoming Board Governance Training scheduled for June 8 from 5:30–7:30 PM via Zoom. The session will cover board roles, responsibilities, and governance topics, and members were encouraged to join from home and participate comfortably during the evening session.

# CalCAPA Advocacy Days in Sacramento: May 13-14, 2026

**CalCAPA Advocacy Days – Sacramento:**

Pat shared that she will be traveling to Sacramento with seven other staff members for the California Community Action Advocacy Days. The group will participate in advocacy trainings, tabling events at the Capitol, and meetings with Senator Monique Limón and Assembly Member Hart. The purpose of the trip is to inform legislators about local challenges and provide staff opportunities to network with other Community Action professionals across California.




**South Coast Youth Safety Partnership: Youth Summit 2026**

Pat announced the upcoming Youth Summit hosted by the South Coast Youth Safety Partnership on May 20 from 4:00–6:00 PM. The summit will feature a new format where youth are trained to facilitate discussions with community leaders about issues affecting them. The goal is to encourage direct dialogue between youth and community leaders to develop better solutions for supporting young people during uncertain times. Attendees were encouraged to register and help spread the word.

**20th Annual Champions Dinner**
**June 5, 2026**
**6:00 PM - 8:30 pm**

***Honoring:***

**The Hutton Parker Foundation**

**People Helping People**

**Edwin Weaver, CEO - Fighting Back Santa Maria Valley**


**20th Annual Champions Dinner:**

The 20th Annual Champions event on June 5 is already sold out and has raised approximately $98,000 so far. The goal is to set a new fundraising record this year.

## 10. CFO REPORT

CommUnify
Empowering people. Transforming lives.

**CFO Report**

**May 6, 2026**

# Balance Sheet

*Current Month vs Prior Year and Audit (PY)*

| Balance Sheet | Current Mar 31, 2026 | Prior Month Feb 28, 2026 | Prior Year Dec 31, 2025 |
|---|---|---|---|
| **ASSETS** | | | |
| Assets | | | |
| Cash and Cash Equivalents | $6,143,478 | $5,974,126 | $5,565,142 |
| Grants Receivable | $2,045,985 | $1,800,042 | $2,151,448 |
| Prepaid Expenses & Other | $374,351 | $382,895 | $347,377 |
| Investments | $1,670,897 | $1,713,540 | $1,673,834 |
| Fixed Assets | $346,072 | $349,262 | $355,641 |
| Total | $10,580,783 | $10,219,865 | $10,093,442 |
| Total | $10,580,783 | $10,219,865 | $10,093,442 |
| **LIABILITIES AND NET ASSETS** | | | |
| CURRENT LIABILITIES | | | |
| Accounts Payable and Accrueds | $365,644 | $271,757 | $491,878 |
| Accrued Payroll | $784,141 | $700,187 | $773,320 |
| Accrued Vacation | $980,017 | $974,210 | $882,489 |
| Deferred Revenue | $6,904,017 | $6,580,038 | $6,183,017 |
| Total Current Liabilities | $9,033,820 | $8,526,192 | $8,330,704 |
| LONG TERM LIABILITIES | | | |
| Long Term Liability Other | $170,000 | $170,000 | $170,000 |
| Total Net Assets | $1,376,963 | $1,523,673 | $1,592,738 |
| **Total LIABILITIES AND NET ASSETS** | $10,580,783 | $10,219,865 | $10,093,442 |

- Grant shared with the board members some concerns about risks to certain programs and funding pressures are beginning to impact the organization’s financial plan, particularly in areas tied to local and state government funding. Additional challenges include the loss of the Secure Families contract in AFLP, which had originally been included in the 2026 plan but is now no longer available.
- As a result, the organization is experiencing some shortfalls against the plan and recognizes the need to pivot and strengthen other areas to help offset these losses. Overall, revenue is currently about 9% below plan, though this is still an improvement compared to last year, when revenue was 10.6% behind plan.
- Head Start continues to be the organization’s strongest and most stable program, providing consistent funding, reliable cash flow, and serving as a key financial support for the agency overall.
    - Jeremy asked a general concern about the allocation of funds related to spending requirements, renovations, and projects across the organization. While detailed information was not necessary, he expressed interest in seeing how funds are distributed equitably among different regions and programs, including Head Start and other areas impacted by funding needs. Jeremy emphasized the importance of transparency in understanding how resources are allocated across communities such as Lompoc and other service areas.
        - Grant replied that there are opportunities for investment and growth throughout the county within Children’s Services. Because the program serves all regions, there are opportunities to support

improvements across North County, South County, and Mid County. With funding available, discussions are already taking place about potential projects and initiatives in multiple areas of the county.

## Fiscal Department Update

- 2025 Single audit fieldwork is underway with targeted BOD approval by July
- Child Development audit on schedule for May completion
- Cal-AIM and MHS services contract and implementation to be completed by June 30th
- 2H 2026 will focus on updates to policies and procedures and financial reporting upgrades
- Fesler property sales contract is final and escrow open, with planned closing by June 30th

- Grant also talked about the Fesler property: The organization is currently searching for a project manager to oversee daily project operations and coordinate with architects and contractors. A bid process for general contractors is expected to begin during the summer.
- The project budget totals $3.4 million. Funding for the property purchase, totaling approximately $1.07 million, has already been secured. The organization has also received approval to transfer a $1.3 million California Department of Services grant from BRISA to the project, with amendment paperwork currently in progress. In addition, $500,000 in CDBG funding is anticipated for Board approval in June, along with $25,000 in matching funds from the City of Santa Maria. Overall, the project is currently about 85% funded.
    - Board Member Megan asked whether any portion of the project management support could potentially be provided as an in-kind contribution by the City of Santa Maria. Gloria responded that it may be possible and stated that she would look into the opportunity further.
- A question that the board members had was about employee/teachers housing initiatives to which Pat and Grant replied that they are looking at state legislation and at local school systems that are looking out for their teachers. Pat also let the board know that Case Van Wingerden is looking at donating some land to establish housing in Carpinteria. Jeremy also shared that the Lompoc Unified School District is looking to establish a housing component for teachers to retain teaching staff.

## 11. PRESENTATIONS/TRAININGS

10a. **Head Start/Early Head Start Update,** Jennifer Macdonald, Children's Services Director (10 minutes).

Tabled

10b. **Universal Intake System – Pilot Study Results**, Victoria Alarcon, Quality Assurance Manager and Maddie Henry, Intake Navigator.

**Victoria Alarcon shared:**

KEY PERFORMANCE COMPARISON

| Metric | Q4 2025 | Q1 2026 | Change |
|---|---|---|---|
| Total Clients Served | 108 | 267 | Increased by 147% |
| Applications / Referrals | 366 | 597 | Increased by 63% |
| Clients Eligible for Contact | 108 | 230 | Increased by 113% |
| Successfully Contacted | 92 (85%) | 114 (50%) | 22 more clients reached |
| Call Attempts | 218 | 283 | Increased by 30% |
| Texts Sent | 456 | 287 | Outreach strategy adjusted |

REGIONAL GROWTH

| Region | Q4 2025 | Q1 2026 | Change |
|---|---|---|---|
| Santa Maria | 23 | 69 | Increased by 200% |
| Santa Barbara | 34 | 98 | Increased by 188% |
| Lompoc | 43 | 99 | Increased by 130% |

- An update was provided on the organization's Universal Intake System, which was created to eliminate service silos and provide clients with one coordinated access point for services. The system is designed to improve continuity of care, reduce duplication, and connect clients to all programs they may qualify for, shifting the organization from a program-centered approach to a more client-centered model.

- The program officially piloted in August 2025, and data comparing the last quarter of 2025 to the first quarter of 2026 showed significant growth. Client volume increased by 147%, referrals and applications increased by 63%, and eligible clients identified for services increased by 113%. Outreach efforts also expanded, with call attempts increasing by 30% and improved communication through a new texting and calling system.

- Although some contact metrics appeared lower on paper, staff actually reached more clients overall. Leadership emphasized that these results are especially impressive because the Universal Intake System has not yet been publicly marketed. Public outreach is expected to begin at the end of the month, with anticipation of even greater growth during the second quarter of 2026.

**CALAIM PILOT PROGRESS**

> **CalAIM Pilot — Early Progress**
> **10 clients enrolled** in the CalAIM pilot. An additional **23 clients identified as potentially eligible** through the Universal Intake process — demonstrating whole-person care coordination and expanded access to enhanced care management services.

**KEY TAKEAWAYS**

- Universal Intake continues to gain traction as a centralized access point for CommUnify services
- Client volume more than doubled in one quarter, reflecting increased community demand and awareness
- Referrals and applications increased significantly, demonstrating stronger multi-program connection opportunities
- Growth across all major regions reflects expanding countywide utilization

**OPERATIONAL CONSIDERATIONS MOVING FORWARD**

- ☑ Continue refining outreach workflows to improve contact success rates
- ☑ Evaluate staffing capacity to meet increased demand and sustain follow-up efforts
- ☑ Strengthen referral-to-enrollment tracking to better measure long-term outcomes
- ☑ Continue aligning Universal Intake data with ROMA & strategic plan performance goals

**Maddie Henry, Intake Navigator:**

- for the Universal Intake System shared how the program creates a more personal and supportive experience for clients by connecting them directly with staff instead of relying solely on online questionnaires. The Universal Intake System serves as a centralized entry point where clients can access multiple services at once, helping provide coordinated, wraparound support.
- Maddie also explained that when clients have needs outside of the organization's programs, staff can still connect them to outside resources through the 211-referral system, ensuring continued support whenever possible.
- Client feedback gathered through surveys has been overwhelmingly positive, with many clients praising the kindness, patience, flexibility, and responsiveness of staff. Clients appreciated being able to complete the intake process by phone, email, or in person, and many noted that personal support made accessing services easier during difficult times. The feedback is also being used to continue improving the intake process and overall client experience.

**12. Informational Items: Upcoming Meetings/Events**

a. **CEO Listening Sessions 1 and 2:** 5/4/26 @ 1-2pm and 2:30-3:30pm (Lompoc)
b. **CEO Listening Session 3:** 5/11/26 @ 1:30-2:30pm (Santa Barbara)
c. **CalCAPA Legislative Advocacy Days:** 5/14/26 – 5/15/26 (Sacramento)
d. **CEO Listening Sessions 4 and 5:** 5/18/26 @ 1-2pm and 2:30-3:30pm (Santa Maria Public Library)
e. **Head Starters/Ambassador's Committee Meeting**: 5/18/26 @3-4pm (Zoom)
f. **Children's Services Policy Council Meeting**: 5/20/26 @5:30pm -7:30pm (Zoom)
g. **Finance Committee:** 5/29/26 @ 12-1pm (Zoom)
h. **Executive Committee Meeting:** 6/3/26 @ 12-1pm (Zoom)

i. **Champions Dinner:** 6/5/26 @ 5:30-8:30pm (Location: Hotel Corque, Solvang)
j. **Head Starters/Ambassador's Committee Meeting:** 6/15/26 @3-4pm (Zoom)
k. **Board Governance Training:** 6/18/26 @ 5:30 – 7:30pm (Zoom)
l. **Planning Committee Meeting**: 6/12/26 @ 9-10:30am (Zoom)
m. **Children's Services Policy Council Meeting**: 6/24/26 @5:30-7:30pm (Zoom)
n. **Finance/Audit Committee Meeting**: 6/26/26 @ 12pm – 1pm (Zoom)
o. **Board Meeting:** 7/1/26 @6 – 7:30pm (Location: The Landsby Hotel, Solvang)

***See Board Calendar for complete list of upcoming meetings.**

**13. ADJOURNMENT:**

Meeting adjourned at 7:36pm