



# County of El Dorado

330 Fair Ln, Building A  
Conference Room A  
Placerville, CA 95667

## Minutes - Draft Community Action Council

### *Public Official Sector*

*George Turnboo, BOS Dist. II - Alternate Mark Treat*  
*Lori Parlin, BOS Dist. IV - Alternate Shelley Wiley*  
*Brian Veerkamp, BOS Dist. III - Alternate Kathy Witherow*  
*John Clerici, City of Placerville - Alternate Patty Borelli*  
*Heather Horgan, City of S. Lake Tahoe*

### *Low-Income Sector*

*Kelly Krohn, Chair, Individual*  
*Misha Lee, Vice Chair, Individual*  
*Melissa Williams, Individual*  
*Shannon Maguire-Estrada, Marshall Medical Center*  
*Colleen Goodrich, Individual*

### *Community Sector*

*Stephanie Lopez-Vasser, Salvation Army*  
*Aaron Lungren, The Church of Jesus Christ of Latter-Day Saints*  
*Kim McPherson, Food Bank Of El Dorado County*  
*2 Vacancies*

---

Wednesday, December 10, 2025

10:00 AM

<https://edcgov-us.zoom.us/j/83686496565>

---

**330 Fair Lane, Building A, Conference Room A  
Placerville, CA 95667**

**3368 Lake Tahoe Blvd., Suite 102  
South Lake Tahoe, CA 96150**

**PUBLIC PARTICIPATION INSTRUCTIONS:** The Council meeting room will be open to the public. The meeting will continue to be live-streamed via Zoom. By participating in this meeting, you acknowledge that you are being recorded.

Members of the public may address the Council in-person or via Zoom to make a public comment. The public should call into 530-621-7603 or 530-621-7610. The Meeting ID is 836 8649 6565. Please note you will not be able to join the live-stream until the posted meeting start time.

To observe the live stream of the Council meeting go to <https://edcgov-us.zoom.us/j/83686496565>.

If you are joining the meeting via Zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. Speakers will be limited to 3 minutes.

Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Council is to attend in person. Except for a noticed teleconference meeting, the Council reserves the right to conduct the meeting without remote access if there is a malfunction.

If you choose not to observe the Council meeting but wish to make a comment on a specific agenda item, please submit your comment in writing. You are encouraged to submit your comment in writing by 4:00 PM on the day before the meeting to ensure the Council has adequate time to review. Please submit your comment to the Clerk of the Board at [edc.cob@edcgov.us](mailto:edc.cob@edcgov.us). Your comment will be placed into the record and forwarded to Council members.

**PROTOCOLS FOR PUBLIC COMMENT**

Public comment will be received at designated periods as called by the Council Chair.

Individuals will have three minutes to address the Council. Except with the consent of the Council, individuals shall be allowed to speak to an item only once.

Individual Council members may ask clarifying questions but will not engage in substantive dialogue with persons providing input to the Council.

If a person providing input to the Council creates a disruption by refusing to follow Council guidelines, the Council Chair may take the following actions:

Step 1. Request the person adhere to Council guidelines. If the person refuses, the Council Chair may turn off the speaker's microphone.

Step 2. If the disruption continues, the Council Chair may order a recess of the Council meeting.

Step 3. If the disruption continues, the Council Chair may order the removal of the person from the Council meeting.

**CALLED TO ORDER AND ROLL CALL AT 10:09 AM.****ADOPTION OF THE AGENDA AND APPROVAL OF THE CONSENT CALENDAR**

The Council may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Council member may request an item be removed from the Consent Calendar for discussion and separate Council action. At the appropriate time as called by the Council Chair, members of the public may make a comment on matters on the Consent Calendar prior to Council action.

**CONSENT CALENDAR**

1. **25-1917** Community Action Council Minutes from October 2025

**A motion was made by Council member Treat and seconded by Council member Wiley to adopt the agenda and approve the Consent Calendar.**

**Yes:** 6 - Alternate Wiley, Member Lee, Member Lopez-Vasser, Member Williams, Alternate Treat and Goodrich

**Absent:** 6 - Alternate Borelli, Member Krohn, Member Lungren, Member Manfredi, Member McPherson and Member Maguire-Estrada

**Abstained:** 1 - Alternate Witherow

**END OF CONSENT CALENDAR****GUEST SPEAKER**

2. **25-1916** Guest speaker Stephanie Denega, Probation Assistant, presenting on the El Dorado County Probation Department Community Outreach Resource and Engagement (C.O.R.E.) trailer.

**Attachments:** [C.O.R.E. Program Procedures and Practices](#)

[CORE Report 10.8.25](#)

*Guest speaker Stephanie Denega, Probation Assistant, presented on the Community Outreach Resource and Engagement (C.O.R.E.) trailer. The council members had a discussion and received the presentation.*

*No public comment was made.*

**OPEN FORUM**

Open Forum is an opportunity for members of the public to address the Council on subject matter that is not on their meeting agenda and within their jurisdiction. Public comments during Open Forum are limited to three minutes per person. The Council Chair may limit public comment during Open Forum.

*No public comment was made during open forum.*

**COMMUNITY SERVICES REPORT OUT**

3. 25-1918 Agency Report for December 2025

Attachments: [Agency Report for December](#)

4. 25-2008 Expenditure Activity Reporting System (EARS)

Attachments: [EARS - Expenditure Activity Reporting System-through end of October 2025](#)

*Amy Higdon, Program Manager, reported out on the Community Services Agency Report and EARS funding report.*

*No public comment was made.*

**MEMBERSHIP COMMITTEE**

Committee to report out and make any recommendations.

*Council Member Wiley reported out for the Membership Committee. A new member application was received but further information is being requested to determine the applicant's eligibility as a community sector representative. Discussion took place regarding community sector representatives and outreach to organizations that may be interested in having a member participate on the Council.*

*No public comment was made.*

**OUTREACH COMMITTEE**

Committee to report out and make any recommendations.

*Council member Treat reported out for the Outreach Committee. Council member Treat shared the committee reviewed a potential community resource but determined it was not appropriate to add as a resource. Council member Treat also shared the committee discussed increasing their involvement in CSBG discretionary funding recommendations.*

**ACTION AND DISCUSSION ITEMS**

5. 25-2010 Community Action Council to continue discussion from the October 22, 2025 meeting on the Council's purpose as stated in the By-Laws.

*Program Coordinator, Rebecca Johnson, guided a discussion on the Community Action Council's (CAC) purpose as stated in the Bylaws. The council discussed the main purpose is to provide advice and information to each other, the Board of Supervisors, and Health and Human Services staff. The focus is to highlight needs in the community and share what each member is observing within their own sector.*

6. 25-2009 Community Action Council to review and revise the 2026 goals to include actionable and measurable goals for the coming year.

Attachments: [GOALS](#)

*No public comment was made.*

**A motion was made by Council member Treat and seconded by Council member Williams to move the 2026 goals discussion to the next meeting on January 28, 2026.**

**Yes:** 7 - Alternate Wiley, Member Lee, Member Lopez-Vasser, Member Williams, Alternate Treat, Alternate Witherow and Goodrich

**Absent:** 6 - Alternate Borelli, Member Krohn, Member Lungren, Member Manfredi, Member McPherson and Member Maguire-Estrada

#### **UPDATE BY MEMBERS:**

Announcements, Information Sharing, Proposed Activities

*Council member Treat shared that the first Title 25 home build is all complete and the residents are living in it.*

*Council member Lopez-Vasser shared that she appreciated the fellow CAC members referring clients to the Salvation Army, and that they were able to provide Christmas gifts and meals to over 50 families in the community.*

#### **ADJOURNMENT AT 10:55 AM.**

Next CAC Meeting is January 28, 2026.