



Community Resilience Centers Revitalizing Western Nevada County Veteran's Halls Project



Collaborative Stakeholder Structure (CSS) Meeting

Date: December 19, 2025

Time: 10:00AM-12:00PM

Location: Eric Rood Administration Center, Empire Room, 950 Maidu Ave., Nevada City, CA 95959

Streaming: <https://events.gcc.teams.microsoft.com/event/c8c0f4c6-e04b-4e66-9085-b924756aeb30@856ea14c-a269-4cdf-8737-f499ea7df46c>

Attendees

Name	Organization	Attend?	Name	Organization	Attend?
Steering Committee			Partners		
Mandy Stewart	Nevada County Climate Objective Working Group	X	Carly Pacheco	FREED Aging and Disability Resource Connection	x
David West	Nevada County liaison for Veteran's Affairs	X	Phil Alonso	Interfaith Food Ministry	x
Alex Keeble-Toll	Nevada County Office of Emergency Services	X	Leslie Lovejoy	Gold Country Senior Services	x
			Resident Representatives		
			TBD	Community Member	
Kim Stine	Nevada County Public Health	X	TBD	Community Member	
Rachel Peña	Nevada County Social Services	X	Other Attendees		
			Pat Schoellerman	Nevada County	X
Kimberly Parker	Nevada County Economic Development	X	Jeff Tynan	Veterans of Foreign Wars/NCCVC	X
			Laura Perry	Interfaith Food Ministry of Nevada County	X
			Courtney Personeni	Nevada County Office of Emergency Services	X
Amy Irani	Nevada County Environmental Health	X	Lisa McDermott	Nevada County Information & General Services	x
Program Manager					
Andy Blakeslee	Nevada County Information & General Services	X			





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Agenda

10 minutes	Welcome and Introductions
30 minutes	Project Updates
10 minutes	Decision-Making and Governance
20 minutes	Community Engagement and Outreach
20 minutes	Resiliency Services & Programs
15 minutes	Program Administration & Evaluation
10 minutes	Open Discussion and Q&A
5 minutes	Next Steps and Action Items
	Adjournment

Welcome & Introductions

Opening Remarks by Program Manager

Welcome

Strategic Growth Council (SGC) Acknowledgement

- The California Strategic Growth Council’s (SGC) Community Resilience Centers Program (CRC) funds neighborhood-level resilience centers to provide shelter and resources during climate and other emergencies, as well as year-round services and programming that strengthen community connections and ability to withstand disasters. For more information, visit <http://sgc.ca.gov/grant-programs/crc>.

Project Background

- Scope of Work
 - Task 1: Renovations
 - Task 2: Collaborative Stakeholder Structure, Community Engagement, and Outreach
 - Task 3: Resiliency Services & Programs
 - Task 4: Program Administration & Evaluation
- Partner/Co-applicant Acknowledgement
- Grant Award Budget Reviewed
- Grant Award Timeline Reviewed
- Amendment 01
 - Seismic deficiencies identified after the grant award resulted in changes to the Task 1 Renovations scope.

Introduction of Steering Committee & Partners

Each CSS member introduced themselves



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Project Updates

County of Nevada

Overview of Project Progress

- **Task 1 Renovations:**
 - **1A. Procurement of Professional Services**
 - Request for Information (RFI) was completed on October 10, 2025 to gauge interest from Design-Build firms and feedback for structural upgrade approaches. The RFI reached 1,646 email addresses, 124 firms accessed the RFI, 90 firms downloaded materials, and we received 9 responses
 - Request for Qualifications (RFQ) documents have been approved by SGC and we posted on December 9, 2025.
 - **1B. Develop Plans and Specs**
 - Expected June 2026 through March 2027
 - **1C. General Contractor Award**
 - Included in Design-Build scope procured under Task 1A
 - **1D. Renovations**
 - Expected March 2027 through August 2028
- **Task 2 Community Engagement & Outreach:**
 - **2A: Partnership Agreement:**
 - The Partnership Agreement was approved by the Board of Supervisors on October 14, 2025 under Resolution 25-490 and is now fully executed.
 - **2B: Collaborative Stakeholder Meetings:**
 - This meeting marks the start of quarterly meetings that will occur over the next 4 years.
 - **2E. Nisenan Community Resilience**
 - The Nevada City Rancheria Nisenan Tribe held their first meeting at the Veterans Hall on December 6, 2025 to build social cohesion and discuss goals and strategies.
 - **2F. FREED - Local Playbook Action Plan**
 - No Updates- FREED efforts on this will be incorporated into CRC Emergency Plan
- **Task 3 Resiliency Services & Programs:**
 - **3A: GCSS – Community Cooking Classes**
 - Not Started
 - **3B: FREED – Emergency Preparedness Classes**
 - Not Started
 - **3C: GCSS – Senior Green Energy Program Outreach and Education**
 - Not Started





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- **3G: Programs (warming/cooling center & commercial cottage industry lessons)**
 - Not Started
- **3H. Programs (outreach to encourage utilization of CRC for 1st Aid/CPR CERT classes)**
 - Not Started
- **3I. Emergency Services & Response**
 - Snowplow procurement approved under Resolution 25-541 and completed. Expected delivery of the Snowplow is <TBD>.
- **Task 4 Program Administration & Evaluation:**
 - **4A. Evaluation – Community Engagement**
 - Collecting metrics from this and other key events, such as RFI process
 - **4B. Grant Evaluation – Data and Indicator Tracking**
 - Hire and onboard staff Grant Manager – COMPLETE
 - Further progress pending direction from SGC
 - **4C. Grant Reporting Requirements**
 - Annual Report Complete 12/19/25
 - Invoices/Progress Reports 01-02 Complete
 - Monthly check-ins with SGC ongoing
 - **4D. Long Term Use of CRC Facility**
 - Deed restriction due end of year 2.
 - **4E. Operations and Maintenance Plan**
 - Not Started
 - **4F. CRC Emergency Plan**
 - Not Started
 - **4G. CRC Year-Round Community Resilience Plan**
 - Not Started

Financial Updates and Grant Reporting

- **Cost Summary**
 - Total Budget \$10,589,600
 - Grant: \$10,000,000
 - Leveraged Funds: \$589,600
 - Committed to date: \$2,174,767 (20.5% of budget)
 - Includes all funds allocated to Partners and County
 - Billed to date: \$66,192 (0.6% of budget)
 - Grant Invoiced to date: \$33,532 (0.4% of budget)
- **Grant Reporting**
 - Invoice 03 submitted
 - Annual Report #1 Submitted





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Upcoming Milestones and Deadlines

- Annual Report #1 due 12/19/25
- Invoice & Progress Report #03 due 12/31/25
- Design-Build RFQ Responses due January 21

Partners

FREED Center for Independent Living

Each partner provides updates on their specific tasks and deliverables

- **2A. Partnership Agreement:**
 - Executed
- **2B. Collaborative Stakeholder Meetings**
 - Participating
- **2D. Outreach/Coordination of Community Partners**
 - ADRC communication channels will be leveraged. Outreach to 124 Contacts occurred.
- **2F. Local Playbook Action Plan**
 - Developing RFP, will need to be approved by SGC
- **3B. Emergency Preparedness Classes**
 - Developing outreach materials, want to do at Vets Hall, looking for incentive opportunities
- **4A. Evaluation – Community Engagement**
 - Supporting
- **4C. Grant Reporting Requirements**
 - Supporting

Gold Country Senior Services (GCSS)

Each partner provides updates on their specific tasks and deliverables

- **2A. Partnership Agreement:**
 - Executed
- **2B. Collaborative Stakeholder Meetings**
 - Participating. Looking for new Executive Director.
- **2D. Outreach/Coordination of Community Partners**
 - Started. Attended COAD Meeting
- **3A. Community Cooking Classes**
 - Have started planning and scheduling. Working with CalFresh. Expecting to start classes in February.
- **3C. Senior Green Energy Program Outreach and Education**
 - Completed work with Waste Management. Working with two (2) other partners to plan. United Way has reached out to support/coordinate.





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- **3I. Emergency Services and Response**
 - Hired Operations Manager, start date is January 5.
- **4A. Evaluation – Community Engagement**
 - Supporting
- **4C. Grant Reporting Requirements**
 - Supporting

Interfaith Food Ministry (IFM)

Each partner provides updates on their specific tasks and deliverables

- **2A. Partnership Agreement:**
 - Executed
- **2B. Collaborative Stakeholder Meetings**
 - Participating. Laura Perry Supporting. Identifying Board Member for support.
- **2C. Community Engagement, Marketing, Outreach, Fundraising**
 - Have been communicating through Channels, Engaged with COAD.
- **2D. Outreach/Coordination of Community Partners**
 - Engaged with COAD. Erika Toured site
- **3D. Food Rescue/Compliance with SB1383**
 - Have contracts with over 50% of County grocery stores.
- **3E. Food Home Delivery and Distribution Program**
 - Used funding during November/December. Was instrumental in response to government shutdown.
- **3F. Educational Programs, Cooking Classes, Nutrition, Meal Planning, Budgeting**
 - Hunger to Help program will spearhead this effort
- **4A. Evaluation – Community Engagement**
 - Supporting
- **4C. Grant Reporting Requirements**
 - Supporting
- **Other**
 - Freezer project targeting summer 2026, may need leveraged funding of \$15-20k. Will expand storage space by 2.5x.

Decision-Making and Governance

Discussion on Any Critical Decisions or Changes to Project Scope

- None Noted

Review of Any Performance Issues and Conflict Resolution



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- None Noted

Updates on the Selection and Involvement of Resident Representatives

- Beginning at the first scheduled meeting, the CSS will define the Resident Representative selection criteria to identify the qualities and qualifications desired in a Resident Representative.
 - The Resident Representatives are required to live within Western Nevada County and must demonstrate they are trusted members of the community.
 - Unless modified by the CSS, the default selection criteria for evaluating candidate Resident Representatives shall be:
 - community involvement
 - leadership skills
 - communication abilities
 - commitment to the community
- **Suggestions:**
 - Target individuals who are older and with disabilities
 - Also target younger folks and/or parents to represent longer term vision
 - Target Veterans
- **Next Steps:**
 - Revise Application and evaluation drafts to include diversity and target audience in selection criteria
 - Distribute to CSS for review and feedback
 - Revisit at next meeting

Community Engagement and Outreach

Upcoming Outreach Events and Strategies

2B. Collaborative Stakeholder Meetings

- **Responsible Party:**
 - CSS
- **High Level Activities:**
 - Convene quarterly CSS meetings of Revitalizing Western Nevada County Veterans Halls with partners, key stakeholders, and public participation to coordinate climate and community resiliency efforts and steer development of the CRCs.
- **Deliverables:**
 - Meeting Summaries (attendance log, materials, minutes) for ongoing CSS convenings
- **Timeline:**
 - Month 1 - Month 51
- **Notes**





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- Aligned on scheduling future meetings on the 4th Wednesday of the month, every 3 months, starting February 25, 2026.

2C. IFM- Community Engagement, Marketing, Outreach, Fundraising

- **Responsible Party:**
 - IFM
- **High Level Activities:**
 - To engage the community into the CRC grant implementation process, IFM has a broad reach to various audiences including clients receiving food, volunteers, donors, and partner organizations.
 - In Year 1, complete at least 1000 survey responses gathering feedback about CRC related programs, activities, and needs.
 - At least 6 times per year, share CRC related info through IFM's usual channels of communication, including newsletters, social media posts, print media, radio, and website.
- **Deliverables:**
 - Summary of Survey Findings
 - Publicity Materials (print copy of social media post, print media, website posting, and newsletter)
- **Timeline:**
 - Month 4 - Month 48
- **Notes**
 - Kicking off in January.
 - Some overlap with Task 2D.
 - Survey to address audience in need and able to support.
 - Aligned on using MS Forms as survey platform.
 - Executive Director at Food Bank has been working with IFM and may be a good channel for increasing coverage.
 - See notes under 2D for more related discussion points.

2D. Outreach/Coordination of Community Partners

- **Responsible Party:**
 - FREED
 - GCSS
 - IFM
- **High Level Activities:**
 - Ensure community engagement and outreach via the (FREED) Network of 34 CBOs in Nevada County, IFM clients (~10k residents), and FREED partners. Information sharing via emails, outreach material distribution, cross-trainings, advisory committee meetings, and at outreach events.



- A survey will be drafted and provided biannually to resident participants.
- **Deliverables:**
 - Summary of Survey Findings
 - Summary of Outreach Engagement
 - Publicity Materials (print copy of emails distributed, outreach materials)
- **Timeline:**
 - Month 1 - Month 48
- **Notes**
 - Need to align on survey strategy, Andy to set up focus session in January.
 - Consensus that survey should be conducted through a variety of mediums – online, on paper, and over the phone.
 - Create incentives to increase participation.
 - For phone surveys, Connecting Point may be a resource we can utilize, would need to come out of marketing budget. Call-in number will likely be better received than call-out number.

2E. Nisenan Community Resilience

- **Responsible Party:**
 - Nevada County
 - NCRNT
- **High Level Activities:**
 - Meetings twice each year for five years in the Grass Valley Veterans Hall for the Nevada City Rancheria Nisenan Tribe to gather as a group to build social cohesion and discuss goals and strategies.
 - Activities and outreach to be provided by the NCRNT at their discretion.
- **Deliverables:**
 - Meeting materials (e.g. agendas/handouts)
- **Timeline:**
 - Month 4 - Month 48
- **Notes**
 - Andy to coordinate next meeting with NCRNT and collect materials from first meeting.

2F. FREED – Local Playbook Action Plan

- **Responsible Party:**
 - Nevada County
 - FREED
- **High Level Activities:**
 - Fund and coordinate workgroups to identify strategic actions related to increasing access to transportation, healthcare, housing, increasing caregiver workforce, and increasing social participating to advance community and climate resiliency strategies.



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- Consultant to be onboarded to assess programs and accomplishments.
- Collected data will be compiled and analyzed to inform workgroup actions, update workplan, and be incorporated into the CRC Emergency Plan.
- **Deliverables:**
 - Plan Evaluation
 - Data Metrics (shared database tracking system monitoring outcomes of strategic action work)
 - Progress Summary Report
 - Finalized Action Plan
- **Timeline:**
 - Month 1 - Month 48
- **Notes**
 - FREED working through consultant procurement. Will need to be approved by SGC. Andy can support reviewing solicitation materials and facilitating SGC approval.

Feedback from Community Surveys and Meetings

- Western Nevada County COAD group is already collaborating with Nevada County OES + Partners. There are opportunities for collaboration and involvement. Paul Cummings from OES is main County OES POC for the COAD
- Leslie (GCSS) will be involved in both the COAD group and the CRC project. The Senior Center is available for use as a resiliency center during emergencies.
- FREED in collaboration with Connecting Point and the County meets monthly through the Disaster Coalition. There might be a way to leverage what is already being done in those groups to promote this program.

Resiliency Services & Programs

Coordination of Resiliency Services and Programs

3A. GCSS – Community Cooking Classes

- **Responsible Party:**
 - Nevada County
 - GCSS
- **High Level Activities:**
 - Monthly free cooking classes, will be provided to:
 - Provide healthy nutrition and build sustainable healthy food choices through cooking classes and nutrition educational programs
 - Increase knowledge and adherence to health code standards





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- Introduce wide variety of cooking techniques
- Provide access to entrepreneurial and small business opportunities using the commercial kitchen.
- **Deliverables:**
 - Class Materials (e.g. agenda, handouts)
 - Participant Feedback Notes
 - MOU of Commercial Kitchen Use for Entrepreneurial and Small Businesses
 - Summary of Outcomes (# of entrepreneurs using kitchen)
- **Timeline:**
 - Month 5 - Month 50
- **Notes**
 - Solidifying plan, may reach out in January.

3B. FREED - Emergency Preparedness Classes

- **Responsible Party:**
 - Nevada County
 - FREED
- **High Level Activities:**
 - Group classes held quarterly in Emergency Preparedness including the specific needs of individuals with disabilities and older adults.
 - Goal to train 250 individuals and provide 200 personalized Emergency Preparedness Plans, over the course of 5 years.
- **Deliverables:**
 - Class Materials (e.g. agenda, handouts)
 - Participant Feedback Notes
 - Class Schedules
 - Outreach Materials
- **Timeline:**
 - Month 6 - Month 50
- **Notes**
 - FREED need to be put in touch with contact at Veterans Hall to schedule classes.

3C. GCSS - Senior Green Energy Program Outreach and Education

- **Responsible Party:**
 - Nevada County
 - GCSS
- **High Level Activities:**





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- Develop educational programs, in coordination with GCSS, to improve technological equity and competency.
- Promote the use of green energy through providing community members with access to education focusing on:
 - Access to solar energy credits and programs
 - Access to broadband and low cost cellular and internet services
 - Green waste management.
- **Deliverables:**
 - Class Materials (e.g. agenda, handouts, flyers, pamphlets)
 - Sign-In Logs
- **Timeline:**
 - Month 6 – End of Grant Term
- **Notes**
 - GCSS moving forward working with two community partners, will be coming back with more concrete details in the new year.

3D. IFM - Food Rescue / Compliance w SB1383

- **Responsible Party:**
 - IFM
- **High Level Activities:**
 - SB1383 is an unfunded mandate. IFM already has relationships with all the large grocery stores in western Nev Co but need expanded staff capacity and supplies to support the existing team of 40 volunteers rescuing the food from going to the landfill. Rescued food is provided to IFM client families and partner agencies and would be available to CRC grant partners.
 - By the end of Year 2, have written Food Rescue Contracts with each grocery store 10,000+ sq ft.
 - By the end of Year 2, establish a system for the weighing and reporting of the poundage of the food rescued.
 - In Year 3, rescue at least 350,000 pounds of food.
 - Explore food leftovers after CRC site events for rescue
 - Rescued food will be used to supply ingredients for a community meal program at the CRC site
- **Deliverables:**
 - Executed Contract at Year 3
 - Summary of Tracking Metrics for Rescued Food
 - Summary Report of Rescued Food at Year 4
 - Outreach Materials for Community Meal Program





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- Summary Report (# of community meals each year)
- Summary Report (# of people at each community meal)
- **Timeline:**
 - Month 1 - Month 48
- **Notes**
 - Some grocery stores are dragging feet coming into compliance with 1383. May need help from EH to give a friendly reminder to grocery stores to get contracts in place. IFM will work through Q1 2026 before escalating to other Partners.
 - Will need more help and volunteers at some point to support compliance, IFM will put out a call for help.
 - IFM in initial steps of program to rescue leftover food from events.
 - EH can support ensuring safety and compliance.

3E. IFM - Food Home Delivery and Distribution Program

- **Responsible Party:**
 - IFM
- **High Level Activities:**
 - Many vulnerable, food insecure people (especially seniors and/or those with disabling conditions) have challenges accessing IFM's Food Distribution events, and therefore need deliveries to their homes. The infrastructure and relationships from this program can be activated in times of Emerg Response.
 - IFM will contract out delivery services to an existing partner agency.
 - IFM distributes food 4 days a week. Grants funds will be used for regular food distribution and food procurement efforts, and this can all be activated and/or expanded to respond to emergencies.
 - Annually, make at least 1200 deliveries of food to client's homes.
 - Annually, distribute food to at least 8,000 unique individuals.
 - Annually, at least 50,000 instances of service to individuals (i.e. the # of individual visits to IFM for food).
 - Food delivered to clients will be supplied from drive-thru drop offs taking place @ CRC site and other locations
- **Deliverables:**
 - Printed Outreach Materials for Drive-Thru Events at CRC Sites
 - Summary of Food Collected at Drive-Thru Events at CRC Sites
 - Annual Report of Client Home Deliveries
 - Annual Report of IFM Individual Visits
- **Timeline:**
 - Month 1 - Month 48





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- **Notes**
 - IFM will send in invoice for funds already spent.
 - Community stepped up during government shutdown, this group can support capturing that energy.

3F. IFM - Educational Programs, Cooking Classes, Nutrition, Meal Planning, Budgeting

- **Responsible Party:**
 - IFM
- **High Level Activities:**
 - One of IFM's strategies to reduce longer term food insecurity is to provide educational opportunities to clients, volunteers, and to the community. Topics will include cooking, nutrition, recipes, kitchen tips, food safety/storage/ preservation, meal planning, budgeting, growing food/gardening, etc. Methods utilized will include in-person classes, remote options, video clips, tastings during food distribution events, work days at IFM garden sites, newsletters, etc.
 - Annually, provide at least 6 educational opportunities (half at CRC site).
 - Annually, have at least 50 participants in classes or other group instruction.
 - Annually, have at least 500 clients participate in tastings during food distribution events.
 - Each participant surveyed
- **Deliverables:**
 - Class Materials (e.g. agenda, handouts, number of participants)
 - Participant Feedback Notes
 - Outreach Materials
- **Timeline:**
 - Month 1 - Month 48
- **Notes**
 - IFM is reworking classes that have been done in the past and creating new classes as well. Should be finalized early in the year.
 - Will need to collaborate on locations for classes to reach client population.
 - IFM will reach out when ready.

3G. Programs

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - CRC facility to provide Warming/Cooling Center and promote social cohesion and connectedness in the community





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- Director of Environmental Health or designee at Nevada County will provide lessons specifically aimed at commercial cottage industry production
- Information Station of flyers, brochures, handouts, etc. related to resilience programs in the community.
- **Deliverables:**
 - Programming Plan (updated regularly as needed) – Submit by Month 12
 - Program Summaries (date/time/location/number of attendees/summary of outcomes)
 - Outreach Materials (e.g. announcements/photos from key events)
 - Program Materials (handouts/curriculumums)
 - Calendar of Events
- **Timeline:**
 - Month 3 – End of Grant Term
- **Notes**
 - EH has existing program in place, need to take what’s already in place and tailor towards grant deliverable.
 - Note on use of Gold Country Senior Center as commissary of ghost kitchen to support this effort.

3H. Programs

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - CRC facility to provide Warming/Cooling Center and promote social cohesion and connectedness in the community
 - Conduct outreach to activities within strategic priority areas to encourage utilization of the building as a resiliency center (First aid certification, Community Emergency Response Team/CERT classes, CPR)
 - Information Station of flyers, brochures, handouts etc. related to resilience programs in the community
- **Deliverables:**
 - Programming Plan (updated regularly as needed) – Submit by Month 12
 - Program Summaries (date/time/location/number of attendees/summary of outcomes)
 - Outreach Materials (e.g. announcements/photos from key events)
 - Program Materials (handouts/curriculumums)
 - Calendar of Events
- **Timeline:**
 - Month 3 – End of Grant Term
- **Notes**





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- Public Health does some 1st aid and CPR programming for their own department, not for the public.
- CERT is not currently being targeted by County. Other groups within the community fulfill the purpose.
- Fire Department has offered space to the public using their own space.
- Team will look for opportunities for outreach to use the facility for these purposes.

3I. Emergency Services and Response

- **Responsible Party:**
 - Nevada County
 - GCSS
- **High Level Activities:**
 - Procurement of snowplows for CRC access, resource delivery, and emergency transportation.
 - Provide meals, access to technology and emergency information and shelter during emergencies. Annual survey to be administered for feedback and program evaluation.
- **Deliverables:**
 - Inventory Report - demonstrating procurement of Snowplows
 - Summary of Services Provided (e.g. # of meals served, # of days CRC activated for emergency use)
 - Report of Feedback from Staff and Community Use Survey
- **Timeline:**
 - Month 1 – End of Grant Term
- **Notes**
 - Public Health has existing emergency plans, Grantor has template plan for this program.
 - Team will come together offline to compile existing document and determine path forward.

Program Administration & Evaluation

Coordination of Program Administration & Evaluation

4A. Evaluation – Community Engagement

- **Responsible Party:**
 - Nevada County
 - FREED
 - GCSS
 - IFM
- **High Level Activities:**





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- Conduct community engagement activities to evaluate the project and CRC program. Activities evaluated based on bi-annual partner surveys
- **Deliverables:**
 - Meeting Summaries (date, time. Location, number of attendees, summary of outcomes)
 - Final Meeting Materials (curriculum, handouts)
 - Publicity Materials (announcements, photos from key events)
 - Summary of Survey Questions and Results
- **Timeline:**
 - Month 3 – End of Grant Term
- **Notes**
 - Ask to group to save all materials from community outreach.
 - Discussion on best way to share, SharePoint access noted in Open Discussion notes.

4B. Grant Evaluation – Data Collection & Indicator Tracking

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - Hire and onboard staff Grant Manager to facilitate management of grant activities for tracking and monitoring.
 - Coordinate with SGC third-party evaluator to identify indicators for tracking and monitoring of project. Complete associated evaluation activities as required by SGC.
- **Deliverables:**
 - Hire and assign staff Grant Manager - COMPLETE
 - Coordination with Third Party Evaluator
 - Project Related Data for Tracking and Monitoring (measure outcomes achieved, lessons learned, and potential recommendations for overall program improvement)
- **Timeline:**
 - Month 3 – End of Grant Term
- **Notes**
 - Team should document what work is being done. SGC will onboard 3rd party consultant.

4C. Grant Reporting Requirements

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - Comply with invoicing, administrative, inventory, and progress reports as required by CRC Grant.
- **Deliverables:**





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- Bi-annual Check In with CRC Staff (align with invoicing schedule)
- Annual Progress Reports
- Final Report (including lessons learned, barriers, and success stories)
- Annual Inventory Report of Purchased Equipment
- Regular Revision of Workplan and Budget
- Proof of Insurance
- **Timeline:**
 - Month 1 – End of Grant Term
- **Notes**
 - Next progress report is due end of February.

4D. Long Term Use of CRC Facility

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - Establish that the facilities will remain dedicated to use as Community Resilience Centers for a minimum of 15 years after project implementation is complete.
- **Deliverables:**
 - Recorded Deed Restriction or Memorandum of Unrecorded Deed Restriction (MOUGA)
- **Timeline:**
 - Month 1 – Month 24
- **Notes**
 - Tabled item for now

4E. Operations and Maintenance Plans

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - Revise and finalize the Operations and Maintenance Plan.
- **Deliverables:**
 - Finalized Operations and Maintenance Plan (Grass Valley CRC)
- **Timeline:**
 - Month 1 – Month 48
- **Notes**
 - County starting to develop. Evaluating what existing plans are in place as starting point.

4F. CRC Emergency Plan

- **Responsible Party:**
 - Nevada County





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- **High Level Activities:**
 - Revise and finalize CRC Emergency Plan to meet CRC requirements and state requirements for mutual aid to include:
 - Emergency Communication Plan
 - Energy Resilience Plan
 - Mobility Plan For Resident Transportation If Needed
 - Coordination With Emergency Response And Relevant Departments/ Organizations
 - Processes For Activating Crc In Event Of Emergency
 - Procedure For Resolving Reasonable Accommodations For Individuals With Disabilities
- **Deliverables:**
 - Finalized Emergency Plan (submitted to CAL-OES)
 - Signed Letter of Commitment or MOU with City and County Emergency Entities
- **Timeline:**
 - Month 1 – Month 48
- **Notes**
 - County starting to develop. Evaluating what existing plans are in place as starting point.

4G. CRC Year-Round Community Resilience Plan

- **Responsible Party:**
 - Nevada County
- **High Level Activities:**
 - Finalize the Year-Round Community Resilience Plans with CSS that outlines services and programs that meet community needs and will operate out of the CRC year-round.
 - Provide updated Project Area map as required.
 - Each CRC Facility will meet all required features and functions in compliance with CRC Round 1 Guidelines by end of Grant Term.
- **Deliverables:**
 - Finalized Year-Round Community Resilience Plan
 - Updated Project Area Map
 - Compliant with CRC Facility Requirements
- **Timeline:**
 - Month 1 – Month 48
- **Notes**
 - County Starting to develop.

Open Discussion and Q&A





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Open floor for any additional topics or questions from members

- Timing of programs related to construction came up. Construction will not begin until 2027, so programming should start now. Additionally, when conflicts do exist, other facilities, including the Gold Country Senior Center, will be available for use.
- County looking into setting up SharePoint access for external partners to serve as document repository

Public comment period

- No comments.

Next Steps and Action Items

Summary of action items and responsibilities

- Revise resident representative application materials with updated selection criteria. -Program Manager
- Set up meeting to discuss surveys – Program Manager
- Provide information for scheduling Vets Hall - Program Manager
- Connect offline re: plan development.

Schedule for the next meeting

- Invite will be sent out, next meeting is February 25th.

DRAFT Pending Approval

