

# City of Bethel Community Action Grant Technical Review Board Meeting Minutes

June 14, 2023

Regular Meeting 7 p.m.

Bethel, Alaska

CALL TO ORDER  
MEETING CALLED TO ORDER AT 7:01 pm.

**I. ROLL CALL**

<b>BOARD MEMBERS PRESENT:</b>	
Louise Russell, Chair	
Henry Batchelor	Lucinda Alexie
Nathanael Haggard	Tehani Haggard, Alt. 1
<b>BOARD MEMBERS ABSENT:</b>	
Nikki Pollock	Miranda Robb
Leif Albertson	
<b>ALSO IN ATTENDANCE:</b>	
John Sargent, Recorder & Ex Officio	

**III. PEOPLE TO BE HEARD**

No one spoke during People to Be Heard.

**IV. APPROVAL OF AGENDA**

<b>MOVED:</b>	H. Batchelor	Approval of Agenda.
<b>SECONDED:</b>	L. Alexie	
<b>VOTE ON MAIN MOTION</b>	5-0 Motion Passes	

**V. APPROVAL OF MINUTES**

<b>MOVED:</b>	H. Batchelor	Approve April 12, 2023 CAG Committee Meeting Minutes.
<b>SECONDED:</b>	T. Haggard	
<b>VOTE ON MAIN MOTION</b>	5-0 Motion Passes	

**VI. UNFINISHED BUSINESS**

- A. Review amount of CAG funding available.  
The Chair and committee members reviewed the amount of funding available from the memorandum included in the meeting packet. A short discussion ensued about whether to allocate the budgeted amount for CAG awards evenly across quarters or continue evaluating applications each quarter and use the money available as has been past practice.
  
- B. Review and score applications and responses received (may include questions to applicants in attendance).

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Each applicant was present and took turns presenting their project requests and answering committee member questions. There were no remaining questions to be asked of applicants in a follow-up letter.

<b>MOVED:</b>	T. Haggard	Move into Committee as a Whole.
<b>SECONDED:</b>	N. Haggard	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

**C. Review/revise applications, forms, & processes.**

A brief discussion occurred about changing the score sheet to reflect a greater weight on subjective qualitative factors and less on the mechanics of the application. The committee decided to use the score sheet as is for this round of applications and to discuss changes to it at the next meeting.

Chair L. Russell took the committee out of Committee as Whole at 8:21 pm.

**D. Update on previous award recipients, projects funded, final reports, and other follow-up issues.**

L. Russell read off this topic and J. Sargent said the report on past CAG awards was updated for this meeting.

**VII. NEW BUSINESS**

**A. Declare CAG Committee Member Vacancy Due to Excessive Absences of Miranda Robb.**

<b>MOVED:</b>	H. Batchelor	Declare CAG Committee member vacancy due to excessive absences of Miranda Robb.
<b>SECONDED:</b>	L. Alexie	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

<b>MOVED:</b>	H. Batchelor	Assign Tehani Haggard a regular seat on the CAG Committee.
<b>SECONDED:</b>	L. Alexie	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

**VII. EX OFFICIO REPORT**

**A. Ex Officio Report for June 14, 2023 CAG Committee Meeting.**

Chair L. Russell mentioned the Ex Officio Report memorandum included in the packet.

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## VIII. BOARD MEMBER COMMENTS

L. Alexie: Welcome to the new members of the committee.

L. Russell: Thank you for attending this meeting.

H. Batchelor: Thank you for coming to the meeting. It's great to have new members.

T. Haggard: Thank you for having us as part of your committee.

J. Sargent: I'm glad we got some new members. It will be easier to make a quorum.

N. Haggard: No comment.

## IX. ADJOURNMENT

<b>MOVED:</b>	T. Haggard	Adjourn the meeting.
<b>SECONDED:</b>	L. Alexie	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

Meeting Adjourned at 8:40 pm.

APPROVED THIS 22<sup>nd</sup> day of June 2023.

Respectfully Submitted:

  
\_\_\_\_\_  
L. Russell, Chair

ATTEST:   
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John Sargent, Recorder