

LEGAL SERVICES TRUST FUND COMMISSION BANK GRANTS COMMITTEE MEETING

Meeting Summary and Action Items

Friday, November 22, 2019

11:00 a.m. - 12:00 p.m.

Videoconference

State Bar of California

180 Howard Street, Room 8A, San Francisco, CA 94105

845 South Figueroa Street, Room 2C, Los Angeles, CA 90017

**Committee Members**

Herman DeBose

James Meeker

Richard Reinis

Judge Brad Seligman

**Staff**

Erica Carroll

Elizabeth Hom

**I. ROLL CALL**

Roll call was taken and a quorum was established.

The Committee approved (Reinis moved, DeBose seconded) a motion for Jim Meeker to be chair pro tem for today's meeting.

**II. CALL FOR PUBLIC COMMENTS**

No members of the public were present in San Francisco or Los Angeles.

**III. CONSENT**

**A. Approval of Action Summary from July 19, 2019 Meeting**

The Committee approved (DeBose moved, Meeker seconded) the Action Summary from the July 19, 2019 meeting.

**B. Approval of Action Summary from November 5, 2019 Meeting**

The Committee approved (Meeker moved, DeBose seconded) the Action Summary from the November 5, 2019 meeting.

**IV. BANK COMMUNITY STABILIZATION AND REINVESTMENT (BCSR) GRANTS**

**A. Discuss and Approve for Submission to Legal Services Trust Fund Commission  
2020-2022 BCSR Awards**

Senior Program Analyst Erica Carroll reported that staff reached out to the 13 applicants that were recommended for funding after the November 5<sup>th</sup> meeting to submit revised budgets and updated deliverables. As requested by the Committee, the overall reduction in deliverables were proportional to reductions in funding, and subgrants were proportionally reduced instead of being cut from budgets. Erica also reported that funding amounts are historically the same over the three years of the grant, however, two applicants—Legal Aid Foundation of Santa Barbara and Legal Aid of Sonoma County—requested an uneven distribution due to the overlap in the first year with the 2018-2020 BCSR funding cycle.

The Committee affirmed (Meeker moved, DeBose seconded) the 2020-2022 BCSR grant award recommendations as listed in the attached spreadsheet for approval by the Legal Services Trust Fund Commission.

**B. Discuss and Approve for Submission to Legal Services Trust Fund Commission  
2019 and 2020 Budget Revision Requests**

Erica summarized the threshold for review of grantee budget revision and carry over requests and reported that the Impact Fund requested a budget revision of \$143,422 over 2 years for the purpose of making subgrants. This is consistent with their grant deliverables. There was a discussion about grantees' historical carry over and budget revision requests. Program Supervisor Elizabeth Hom noted that the Rules Committee would consider the RFP review process during the codification process and that an applicant's historical performance may be a factor to take into account in the future.

The Committee approved (Meeker moved, DeBose seconded) for submission the Impact Fund's budget revision request for approval by the Legal Services Trust Fund Commission.

There being no other business the meeting was adjourned.