

**LEGAL SERVICES TRUST FUND COMMISSION  
PARTNERSHIP GRANTS COMMITTEE MEETING**

**Meeting Summary and Action Items**

Wednesday, February 16, 2022, 1:00 p.m.– 4:00 p.m.  
State Bar of California (Conference Call via Zoom)

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**Roll Call**

**Members Present**

Chair Eric Isken  
Will Boschelli  
Jason Galkin  
Joseph Lee  
Christina Vanarelli

**Liaisons**

Bonnie Hough (Judicial  
Council)  
Melanie Snider (Judicial  
Council)  
Kim Tyda (Judicial Council)

**Staff**

Christal Bundang  
Brady Dewar  
Elizabeth Hom  
Danielle MacRae  
Dan Passamaneck  
Colleen Seto  
Kim Warmesley  
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**Advisors**

Hon. Lisa R. Jaskol

**Public Members**

Jenny Farrell (Mental Health  
Advocacy Services)

**Members Absent**

Diana Cruz

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**OPEN SESSION**

Chair Isken called the meeting to order at 1:00 p.m.

**I. ROLL CALL**

Roll call was taken, and quorum was established.

**II. CALL FOR PUBLIC COMMENT**

Chair Isken invited members of the public to comment on any items on the agenda. No public comment was made.

**III. CONSENT**

**A. Approval of Meeting Summary and Action Items from January 14, 2022**

The Partnership Grants Committee (PG Committee) approved the January 14, 2022, Meeting Summary and Action Items by unanimous roll call vote (Vanarelli moved, Isken seconded).

**IV. DISCUSSION AND ACTION ITEMS**

**A. Discuss and Approve Partnership Grant 2.0 Funding Recommendations**

Lead Program Analyst Christal Bundang reminded the PG Committee that \$3,880,237 was available for Partnership Grants 2.0 distribution. In total, 28 proposals were received, seeking \$4,717,478 in funding. Of the submitted proposals, 11 applicants requested supplemental funding totaling \$206,000 and 17 applicants requested new funding totaling \$4,511,578.

In November 2021, the PG Committee delegated authority to respective ad hoc review teams comprised of staff and a designated committee member, which included the committee Chair. Since all supplemental applicants were approved for 2022 funding, the review team did not conduct an initial calibration. Instead, applications were reviewed to confirm if grantees addressed any prior application deficiencies and/or clearly described how the supplemental funding would be used. After review and follow up, the review team recommended full funding of all supplemental requests.

In January 2022, the full PG Committee held an initial calibration session to discuss and score three selected new proposals. Following this session, the review team held four subsequent calibration sessions to score and discuss the remaining 14 proposals.

Scores for new proposals ranged from 68 to 98 points, with an average of 83 points. The review team used this average as a basis for its proposed recommendations, which were discussed by the PG Committee:

- Recommend full funding for all new proposals with scores at or above 83 points
- Recommend funding at 85 percent for proposals scoring 70-83
- Allocate remaining monies to the new projects serving Riverside County, since majority of the new proposals would serve Los Angeles County
- Not recommend funding for two projects that received scores lower than 70 points

PG Committee members acknowledged that the accelerated timeline for this funding precluded staff from confirming that proposed projects could be begin with an award below the requested amount, but the 21-month funding period and relatively modest reduction in funding provide sufficient confidence for the review team's recommendations. Staff noted that project deliverables might change with a lower funding amount and provided assurance that any updates relating to a project's ability to proceed at the recommended funding level would be brought to the PG Committee's attention.

The review team also recommended that the two projects not recommended for funding, be encouraged to apply for the 2023 Partnership Grants and seek technical assistance from staff to improve their applications before submission.

After discussion, the PG Committee approved the following resolution by unanimous roll call vote (Galkin moved; Boschelli seconded):

**RESOLVED**, that the Partnership Grants Committee approve the list of Partnership Grant 2.0 allocation recommendations, as finalized during the Committee's February 16 meeting.

The Committee's recommendation will be presented for approval at the March 11 Legal Services Trust Fund Commission meeting.

## **B. Review and Discuss 2023 Partnership Grant Proposals Review Process**

Chair Isken asked the PG Committee for feedback on the PG 2.0 review process, and whether it should be utilized for the 2023 Partnership Grants, revised, or if the committee should return to prior practices.

PG Committee members and staff discussed the value of committee member participation. Mental Health Advocacy Services Executive Director Jenny Farrell commented that applicant organizations would be concerned were they to hear that their proposals had not actually been read by the committee. Chair Isken reiterated that neither prior nor current review processes defer responsibility to staff, and that the PG Committee is involved in both the review and funding recommendation process.

The PG Committee discussed options for ensuring committee engagement and deliberation. Based on discussion, the PG Committee decided on a review process that was very similar to PG 2.0, with a few updates:

- Following the March 18 application deadline, the full PG Committee will hold an initial calibration session in April to score and review 3-5 selected proposals
- An ad hoc review team comprised of the PG Committee chair and staff will review and score the remaining proposals in subsequent calibration sessions
- The remaining PG Committee members will be assigned a set of applications to review and participate in at least one calibration sessions on a rolling basis
- The review team will develop tentative funding recommendations which will be presented at that May PG Committee meeting.

Lead Program Analyst Bundang reviewed the timeline for upcoming activities including calibration sessions and the release date for PG 2.0 grants and advised the

PG Committee that the June 9 meeting will need to be rescheduled to another date prior to the June 17 commission meeting.

**V. ADJOURN**

PG Committee member Boschelli noted the passing of Legal Services Trust Fund Commission member Robert Planthold. There being no other business, and with Chair Isken's thanks to staff and PG Committee members, the meeting was adjourned at 3:00 p.m.

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