



# The State Bar of California

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## Legal Services Trust Fund Commission (LSTFC) Partnership Grants Committee Meeting Teleconference

Open Session Minutes  
Thursday, July 21, 2022  
1:00 p.m.–4:00 p.m.

**Time Meeting Commenced:** The Partnership Grants Committee meeting commenced in open session at 1:05 p.m.  
**Time Meeting Adjourned:** 2:38 p.m.  
**Chair Pro Tempore:** Christina Vanarelli  
**Committee Coordinator:** Christal Bundang  
**Members Present:** Will Boschelli, Jason Galkin, Diana Kruze, Joseph Lee, Christina Vanarelli  
**Members Absent:** Eric Isken

### OPEN SESSION

- I. Roll Call  
Roll call was taken and a quorum was established.
- II. Call for Public Comment  
Chair Pro Tempore Vanarelli called for public comment, inquiring as to whether there were person(s) who wished to comment on any agenda item. Reanne Pacheco of Legal Aid Association of California (LAAC) introduced herself and had no comments.

### CONSENT CALENDAR

- III. The following matters are considered to be routine and will be acted upon by a single vote. There will be no separate discussion of these items unless a member of the committee so requests, in which event the matter shall be removed from the Consent Calendar and considered separately.

- A. Approval of Meeting Summary and Action Items from May 12, 2022 Meeting

**RESOLVED**, that the Partnership Grants Committee approves the May 12, 2022 meeting summary and action items draft as posted.

*Moved by Galkin, seconded by Boschelli.*

*Ayes – (4) Boschelli, Galkin, Kruze, Vanarelli*  
*Noes – (0)*  
*Abstain – (0)*  
*Absent – (2) Isken, Lee*

## **DISCUSSION AND ACTION ITEMS**

- IV. The following matters are considered to be discussion items. Each item will be considered separately.

A. Presentation on 2021 Partnership Grant Evaluation Report Data

Lead Program Analyst Christal Bundang provided an overview on some data points and highlights from the 2021 Partnership Grant Evaluation Reports, which is a required component of the Partnership Grant. The reporting period was from January 1 through December 31, 2021.

B. Discuss and Approve 2023 Partnership Grant Funding Recommendation

Bundang reminded the Partnership Grants Committee (PG Committee) that for the 2023 grant year, the total amount requested was \$2,899,034 and the total amount available for distribution was \$3,501,079.

During its last meeting on May 12, 2022, the PG Committee delegated authority to an ad hoc working group comprised of Christina Vanarelli and Diana Kruze to review and develop recommendations regarding proposals from Central California Legal Services and Riverside Legal Aid (RLA). Based on its review and follow up received, the working group recommended to fund Central California Legal Services and not fund Riverside Legal Aid (RLA). The PG Committee briefly discussed the working group's substantive concerns regarding RLA's proposal, including discrepancies in project budget and issues regarding other and project metrics.

The PG Committee reviewed its tentative funding recommendations developed at its May 12, 2022, meeting. Given the amount of funding available and the working group's recommendation, the PG Committee decided to recommend funding all 2023 projects at their requested amount, with the exception of Riverside Legal Aid. The surplus amount that is not distributed in 2023 would be considered reserves and distributed during a future grant year. These funding recommendations will be presented to the Legal Services Trust Fund Commission (LSTFC) for approval on August 12, 2022, and then presented to the Judicial Council for final approval in September-October.

The PG Committee passed the following resolution:

**RESOLVED**, that the Partnership Grants Committee approve the list of 2023 Partnership Grant allocation recommendations, as referenced in Attachment B.

*Moved by Boschelli, seconded by Kruze.*

*Ayes – (4) Boschelli, Galkin, Kruze, Vanarelli*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Isken, Lee*

*Motion carries.*

C. Debrief on 2023 Partnership Grant Proposal Review Process and Discuss Potential Updates for Future Partnership Grants

The PG Committee debriefed on the 2023 PG proposal review process and discussed potential improvements for future PG grants. Overall, the PG Committee was pleased with the review process, but thought the scoring rubric could be better aligned with the application instructions. The PG Committee also identified funding priorities as a rubric category section that was difficult to apply to the current proposals and agreed that it should be revisited at the next meeting.

D. Discuss and Approve Description of the Partnership Grants Committee's Role in the Legal Services Trust Fund Commission's Functional Matrix Document

The Legal Services Trust Fund Commission's current functional matrix delineates the Legal Services Trust Fund Commission and the various committees with their respective roles and responsibilities. The PG Committee updated a narrative format of its committee's description and responsibilities, which is subject to LSTFC's final approval, and passed the following resolution:

**RESOLVED**, that the Partnership Grants Committee recommend the following proposed updates to the Legal Services Trust Fund Commission Functional Matrix:

The **PARTNERSHIP GRANTS COMMITTEE** (PG Committee) is charged with administering funds set aside for the Partnership Grants Program. Funded pursuant to legislative action with 10% of Equal Access Fund monies, Partnership Grants are used to support joint projects of court and legal services programs to provide services to indigent self-represented litigants. These grants are discretionary, both in terms of the programs that receive funding as well as the amounts of funding to be allocated to each successful applicant. Generally, the PG Committee strives to fund projects that collectively offer a range of services and geographic diversity of urban and rural regions in the state.

The PG Committee reviews and scores proposals based upon a rubric approved in advance by the Commission. Each committee member is assigned primary responsibility for scoring a share of the proposals in coordination with staff. The PG Committee as a whole, along with staff, calibrates these scores and makes funding recommendations for the proposals. The PG Committee's recommendation is presented to the full Commission, which approves, rejects, or modifies the recommendation in its discretion. The Commission's recommendation is presented to the Judicial Council, which has final authority to approve these grants.

*Moved by Vanarelli, seconded by Boschelli.*

*Ayes – (4) Boschelli, Galkin, Lee, Vanarelli*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Isken, Kruze*

*Motion carries.*

#### **ADJOURN**

- V. There being no other business, the meeting was adjourned at 2:38 p.m.