



**Legal Services Trust Fund Commission**  
Teleconference

Open Session Minutes  
Tuesday, December 13, 2022  
12:00 p.m.–4:00 p.m.

**Time Meeting Commenced:** The Legal Services Trust Fund Commission meeting commenced in open session at 12:01 p.m.

**Time Meeting Adjourned:** 4:13 p.m.

**Chair:** Christian Schreiber

**Committee Coordinator:** Doan Nguyen

**Members Present:** Banafsheh Akhlaghi, Amin Al-Sarraf, Jeff Ball, Hon. Louise Bayles-Fightmaster, Catherine Blakemore, Will Boschelli, Venetta Campbell, Erica Connolly, Jason B. Galkin, J. Eric Isken, Angie King, Clifford Klein, Joseph Lee, Tammy Mahoney, James Meeker, Xavier Vargas

**Members Absent:** Diana Kruze

**Advisors Present:** Justice Victor Rodriguez, Judge Brad Seligman, Judge Bryant Yang

**Advisors Absent:** None

**Liaisons Present:** Laura Brown, Salena Copeland, Bonnie Hough

**Liaisons Absent:** Melanie Snider

**OPEN SESSION**

**1. Call to Order**

The Legal Services Trust Fund Commission (commission) was called to order by Chair Schreiber.

**2. Roll Call**

Roll call was taken and a quorum was established. Chair Schreiber called for public comment, inquiring as to whether there was person(s) who wished to comment on any agenda item. There were two members of the public who provided comment.<sup>1</sup>

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<sup>1</sup> A recording of this meeting, including any public comments, is available at [board.calbar.ca.gov/Meetings.aspx](https://board.calbar.ca.gov/Meetings.aspx).

Nick Holden provided public comment on a topic that was not related to an agenda item.

Paul Ocampo, the Development Director at Advancing Justice – Asian Law Caucus (AJ-ALC), provided public comment on agenda item 5.4.

### 3. Approval of Minutes

#### 3.1 Open Session Minutes: August 12, 2022

Items 3.1 and 3.2 were combined for the commission members to vote on.

#### 3.2 Open Session Minutes: November 16, 2022

*Moved by Akhlaghi, seconded by Mahoney.*

*Ayes – (15) Akhlaghi, Al-Sarraf, Ball, Blakemore, Boschelli, Campbell, Connolly, Galkin, Isken, King, Klein, Mahoney, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (1) Bayles-Fightmaster*

*Absent – (2) Kruze, Lee*

*Motion carries.*

### 4. Consumer Debt Grants

#### 4.1 Approve 2023-2025 Consumer Debt Awards

Lead Program Analyst Danielle MacRae presented on recommended consumer debt awards. This was a competitive grant process, open to all qualified legal services projects (QLSPs) and support centers. There was a scoring preference for programs that would serve rural and underserved populations.

The consumer debt grants will start January 1, 2023, and end December 31, 2025. The State Bar received thirty applications seeking \$22.5 million of funding combined. The funding available for awards is \$14.25 million. The Executive Committee recommends that twenty of the thirty proposals be funded. Of the twenty recommended for funding, eighteen are qualified legal services projects and two are support centers.

The commission passed the following resolution:

**RESOLVED**, that the Legal Services Trust Fund Commission approves the following 2023–2025 consumer debt grant recipients and amounts:

Applicant	Score	Request	Recommendation
Inland Counties Legal Services	89	\$1,200,000	\$840,000

<b>Applicant</b>	<b>Score</b>	<b>Request</b>	<b>Recommendation</b>
Legal Access Alameda	85	\$273,270	\$273,270
Legal Aid Society of San Diego	84	\$1,200,000	\$1,200,000
San Luis Obispo Legal Assistance Foundation	83	\$322,950	\$322,950
Senior Advocacy Network	82	\$712,200	\$712,200
Los Angeles Center for Law and Justice	81	\$1,200,000	\$1,102,500
Public Counsel	81	\$1,199,382	\$1,199,382
California Rural Legal Assistance, Inc.	79	\$715,221	\$715,221
Bay Area Legal Aid	78	\$1,200,000	\$1,200,000
Capital Pro Bono Inc.	77	\$300,000	\$330,000
Neighborhood Legal Services	77	\$1,200,000	\$816,458
Public Law Center	74	\$948,828	\$948,828
OneJustice	73	\$750,000	\$750,000
Senior Citizens Legal Services	73	\$460,500	\$400,500
Western Center on Law and Poverty	73	\$1,200,000	\$1,200,000
Legal Assistance to the Elderly	68.5	\$966,606	\$966,606
USD School of Law Legal Clinics	67.5	\$265,791	\$265,791
Legal Aid Foundation of Santa Barbara County	67	\$281,775	\$281,775
Santa Clara University Alexander Law School	66	\$450,000	\$269,871
Legal Aid of Marin	65.5	\$758,115	\$454,648

*Moved by Isken, seconded by Boschelli.*

*Ayes – (16) Akhlaghi, Al-Sarraf, Ball, Bayles-Fightmaster, Blakemore, Boschelli, Campbell, Connolly, Galkin, Isken, King, Klein, Mahoney, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Kruze, Lee*

*Motion carries.*

#### **4.2 Discuss 2023-2025 Consumer Debt Grant Reporting Requirements**

Lead Program Analyst MacRae presented on the consumer debt grants reporting requirements. The Budget Act of 2022 requires the State Bar to report annually on these funds. State Bar staff and the Executive Committee recommend that consumer debt grant reporting align with EAF reporting and that grantees report aggregated demographic information, main benefits/outcomes, and economic benefits. Due to legislative preference to collect information on rural and underserved communities, the commission directed staff to add a component to the reporting requirements to capture that data.

**RESOLVED**, that the Legal Services Trust Fund Commission delegates to State Bar staff the authority to add additional categories of data collection and/or narrative questions to respond to legislative priorities of the 2023-2025 consumer debt grants.

*Moved by King, seconded by Blakemore.*

*Ayes – (17) Akhlaghi, Al-Sarraf, Ball, Bayles-Fightmaster, Blakemore, Boschelli, Campbell, Connolly, Galkin, Isken, King, Klein, Lee, Mahoney, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (0)*

*Absent – (1) Kruze*

*Motion carries.*

## **5. Homelessness Prevention (HP) Grants**

### **5.1 Approve 2023-2024 Homelessness Prevention (HP 4) Awards**

Senior Program Analyst Jennifer Zelnick presented on proposed HP 4 competitive grants. There is \$28.5 million available for QLSPs and support centers to provide HP legal services. The scoring process conferred a preference for serving underserved and/or rural populations and for leveraging existing partnerships. Legal Services for Children submitted their application 17 minutes late.

**RESOLVED**, that the Legal Services Trust Fund Commission (Commission) accepts the late application by Legal Services for Children.

**FURTHER RESOLVED**, that the Commission approves the 2023-2024 homelessness prevention competitive grant recipients and amounts as described below:

<b>Applicant</b>	<b>Score</b>	<b>Request</b>	<b>Recommend</b>
Inner City Law Center	93	\$1,500,000	<b>\$1,500,000</b>
Wage Justice Center	90	\$1,320,738	<b>\$950,000</b>
Bay Area Legal Aid	86	\$1,500,000	<b>\$1,500,000</b>
Public Counsel	86	\$642,781	<b>\$642,781</b>
Family Violence Appellate Project	85	\$525,000	<b>\$525,000</b>
Legal Aid of Sonoma County	84	\$491,500	<b>\$491,500</b>
National Housing Law Project	83	\$300,000	<b>\$300,000</b>
California Advocates for Nursing Home Reform	81	\$370,973	<b>\$370,973</b>
Neighborhood Legal Services	81	\$1,361,289	<b>\$1,361,289</b>
Public Advocates Inc.	81	\$608,280	<b>\$608,280</b>
Family Violence Law Center	80	\$330,397	<b>\$330,397</b>
Legal Aid at Work	80	\$305,855	<b>\$305,855</b>

<b>Applicant</b>	<b>Score</b>	<b>Request</b>	<b>Recommend</b>
Western Center on Law and Poverty	80	\$1,500,000	<b>\$1,500,000</b>
Harriett Buhai Center for Family Law	79	\$500,000	<b>\$500,000</b>
Legal Aid of Marin	79	\$454,000	<b>\$454,000</b>
Child Care Law Center	76	\$361,283	<b>\$361,283</b>
Riverside Legal Aid	75	\$450,000	<b>\$450,000</b>
Elder Law & Advocacy	74	\$112,369	<b>\$112,369</b>
Mental Health Advocacy Services	74	\$360,000	<b>\$360,000</b>
Public Interest Law Project	74	\$356,407	<b>\$356,407</b>
California Rural Legal Assistance, Inc.	71	\$1,050,000	<b>\$1,050,000</b>
OneJustice	71	\$150,000	<b>\$150,000</b>
Asian Americans Advancing Justice Southern California	70	\$1,500,000	<b>\$1,500,000</b>
Eviction Defense Collaborative	70	\$997,340	<b>\$997,340</b>
Disability Rights Legal Center	69	\$270,000	<b>\$270,000</b>
Inland Counties Legal Services	69	\$369,752	<b>\$369,752</b>
Open Door Legal	69	\$450,000	<b>\$450,000</b>
Public Law Center	69	\$402,184	<b>\$402,184</b>
Veterans Legal Institute	69	\$253,044	<b>\$253,044</b>
Community Legal Aid SoCal	68	\$799,866	<b>\$799,866</b>
Law Foundation of Silicon Valley	68	\$1,060,000	<b>\$1,060,000</b>
Social Justice Collaborative	67	\$598,182	<b>\$598,182</b>
Centro Legal de la Raza	66	\$457,280	<b>\$457,280</b>
La Raza Centro Legal	66	\$175,000	<b>\$175,000</b>
Justice & Diversity Center of the Bar Association of San Francisco	65	\$275,759	<b>\$275,759</b>
AIDS Legal Referral Panel	64	\$356,400	<b>\$356,400</b>
Community Legal Services in East Palo Alto	64	\$210,905	<b>\$210,905</b>
Contra Costa Senior Legal Services	60	\$82,837	<b>\$82,837</b>
Disability Rights Education and Defense Fund	60	\$102,972	<b>\$102,972</b>
Housing and Economic Rights Advocates	59	\$444,400	<b>\$444,400</b>
Legal Services for Seniors	59	\$126,000	<b>\$126,000</b>
Lawyers' Committee for Civil Rights	56	\$687,700	<b>\$687,700</b>
Legal Services for Children	56	\$500,001	<b>\$500,001</b>
LACBA Counsel for Justice	53	\$329,850	<b>\$329,850</b>
Legal Services for Prisoners with Children	53	\$493,200	<b>\$424,700</b>
Senior Advocacy Network	52	\$175,000	<b>\$175,000</b>

*Moved by Ball, seconded by Meeker. Commissioner Bayles-Fightmaster abstained as to Law Foundation of Silicon Valley and Legal Aid of Sonoma County. Commissioner Isken abstained as to Wage Justice Center. Commissioner Lee abstained as to Disability Rights Legal Center.*

*Ayes – (16) Akhlaghi, Al-Sarraf, Ball, Bayles-Fightmaster, Blakemore, Boschelli, Campbell, Connolly, Galkin, Isken, King, Klein, Lee, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Kruze, Mahoney*

*Motion carries.*

## **5.2 Approve Distribution of HP 4 Funds Remaining After Initial Awards**

After making the initial HP 4 awards, \$3,270,694 of funding remains. The HP Funds Committee requested the authority to create a supplemental funding application for the remaining amount. Senior Program Analyst Zelnick presented the commission with the following resolution to delegate authority to the committee:

**RESOLVED**, that the Legal Services Trust Fund Commission (Commission) delegates authority to the Homelessness Prevention Funds Committee (Committee) to develop a supplemental funding application for the remaining funds from the initial 2023-2024 Homelessness Prevention (HP 4) competitive grant awards.

**FURTHER RESOLVED**, that the Commission further delegates authority to the Committee to score and approve these grant awards.

*Moved by Boschelli, seconded by Galkin.*

*Ayes – (16) Akhlaghi, Al-Sarraf, Ball, Bayles-Fightmaster, Blakemore, Boschelli, Connolly, Campbell, Galkin, Isken, King, Klein, Lee, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Kruze, Mahoney*

*Motion carries.*

## **5.3 Staff Report on the HP 1, 2, and 3 grants**

Program Supervisor Chris McConkey reported on three iterations of HP funding, outlining their different reporting periods, number of awards, and funding. Staff also presented on their attorney-client relationship services, other legal services, case outcomes, depths of service, and client demographics, among other data.

## **5.4 Approve Homelessness Prevention Funds Committee Recommendation Regarding Advancing Justice – Asian Law Caucus’s HP 2 Formula Award**

Senior Program Analyst Zelnick reported that AJ-ALC had yet to start spending its three-year, \$251,271 HP 2 Formula grant as of September 2022—about 21 months into the 36-month period. Staff asked AJ-ALC to submit a spending plan by November 30, 2022. AJ-ALC's spending plan indicated that it would hire additional staff by March 2023.

The commission discussed whether AJ-ALC should return its unspent payments for years one and two and receive its payment for year three. It considered the impact on homelessness prevention of AJ-ALC starting work in the final year given its difficulty in hiring. It also evaluated redistributing AJ-ALC's award to the existing HP 2 formula projects. Finally, the commission discussed whether AJ-ALC had enough opportunities to propose a corrective plan.

Following discussion, the commission considered this resolution:

**RESOLVED**, that the Legal Services Trust Fund Commission (Commission) requires Asian Americans Advancing Justice-Asian Law Caucus to return the first two installments of its 2021-2023 Homelessness Prevention (HP 2) Formula award (\$167,514 of \$251,271) due to failure to begin spending its grant as of December 1, 2022. The third year of funding is contingent upon the submission of a spend down plan by January 10, 2023, submitted to the Homelessness Prevention Funds Committee, to which the Commission has delegated authority to determine its adequacy.

*Moved by Blakemore, seconded by Bayles-Fightmaster.*

*Ayes – (11) Al-Sarraf, Bayles-Fightmaster, Blakemore, Campbell, Connolly, Galkin, King, Lee, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (1) Boschelli*

*Absent – (6) Akhlaghi, Ball, Isken, Klein, Kruze, Mahoney*

*Motion carries.*

## **6. Equal Access Fund (EAF) Grants**

### **6.1 Approve staff recommendation regarding the 2022 EAF carryover period**

Program Director Doan Nguyen explained that EAF funding increased from \$21 million in 2021 to \$58 million in 2022. Given the increase, the commission authorized one- and two-year budgets. Carryovers are typically for just six months. For programs that elected a one-year budget, staff recommended allowing a one-year carryover. This would give them the same amount of time to spend down as the programs that had two-year budgets.

Staff recommended the following resolution:

**RESOLVED**, that the Legal Services Trust Fund Commission approves a 12-month carryover period for 2022 EAF funds for grantee organizations with approved carryover requests; any 2022 EAF funds unspent as of December 31, 2023, must be returned to the State Bar.

*Moved by Galkin, seconded by Connolly.*

*Ayes – (12) Al-Sarraf, Bayles-Fightmaster, Blakemore, Boschelli, Campbell, Connolly, Galkin, King, Lee, Meeker, Vargas, Schreiber*

*Noes – (0)*

*Abstain – (0)*

*Absent – (6) Akhlaghi, Ball, Isken, Klein, Kruze, Mahoney*

*Motion carries.*

## **7. ADJOURN**