



# The State Bar of California

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

Open Session Minutes  
Tuesday, June 11, 2024  
1:00 p.m.–4:00 p.m.

**Time Meeting Commenced:** The LSTFC Partnership Grants Committee meeting commenced in open session at 1:02 p.m.

**Time Meeting Adjourned:** 2:58 p.m.

**Chair:** Jason Galkin

**Committee Coordinator:** Angela O'Hara

**Members Present:** Eloina Gonzalez, Eric Isken, Joseph Lee<sup>1</sup>

**Members Absent:** Diana Kruze

**Advisors Present:** Hon. Victor Rodriguez, Hon. Bryant Yang

**Liaisons Present:** Laura Brown, Judicial Council,  
Melanie Snider, Judicial Council

**Liaisons Absent:** Salena Copeland, LAAC  
Zach Newman, LAAC

**Staff Present:** Christal Bundang, Michael Chong, Shannon Crossley,  
Colleen Seto, Kim Warmesley

### OPEN SESSION

#### 1. Call to Order

The Partnership Grants (PG) Committee was called to order by Chair Galkin.

#### 2. Roll Call

Roll call was taken and a quorum was established. Chair Galkin called for public comment, inquiring as to if there were person(s) who wished to comment on any agenda item. There were no members of the public who wished to speak on any agenda item.

#### 3. Approval of Minutes

##### 3.1 Approval of Open Session Minutes from February 6, 2024

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<sup>1</sup> Although this committee member was in attendance, he did not vote on any agenda items or count towards meeting quorum because his remote location was not noticed prior to the meeting, as required by the Bagley-Keene Open Meeting Act.

**RESOLVED**, that the Partnership Grants Committee approves the Open Session Minutes from the February 6, 2024, meeting, as posted on the agenda.

*Moved by Isken, seconded by Galkin.*

*Ayes – (3) Galkin, Gonzalez, Isken*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Kruze, Lee*

*Motion carries.*

#### **4. Discussion and Action Items**

##### **4.1 Overview of 2023 Partnership Grants**

**Presenter:** Angela O’Hara, Senior Program Analyst, Office of Access & Inclusion

Staff presented highlights regarding the 2023 Partnership Grants, including number of projects funded, focus areas, services provided, and other and evaluation results.

##### **4.2 Initial Calibration of selected 2025 Partnership Grant Applications**

**Presenter:** Angela O’Hara, Senior Program Analyst, Office of Access & Inclusion

Staff reported that 42 proposals were submitted for the 2025 grant year, seeking a total of \$6,992,400 in funding. The available funding amount for 2025 is yet to be determined, but staff reminded the committee that \$4.69 million was distributed in 2024. An overview of the scoring rubric categories and scoring considerations was then presented.

The committee proceeded with the initial calibration process of three selected applications, which entailed discussing outlier scores and sharing reasons for individual scores. Although the committee aimed to reach consensus for each rubric category, it agreed to take the average score in instances when consensus was not reached. The committee discussed factors it considered when scoring a category as exceeds, meets, or below expectations. Following initial calibration, staff confirmed the final scores for each application and shared the schedule of subsequent calibration sessions in June through July 2024 for the committee to review the remaining applications.

**ADJOURN**