



**Basic Needs Committee (BNC)  
Meeting Minutes  
April 6, 2020**

Committee Members							
X	Koji Uesugi, Co-Chair	X	Marisa Fierro		Ken McAlpin	X	Kaitlyn Yrineo
X	Pauline Swartz, Co-Chair	X	Renu Katoch		Paul Miller	X	Romelia Salinas
	Christina Cammayo	X	Shelly Laddusaw		Faculty (sabbatical)	X	Maricela Vazquez Aviles (Stu)
X	Barbara Carrillo	X	Jeze Lopez	X	Julia Walker	X	Michael Myers (Stu)
X	Rigo Estrada		Irene Martinez		Community Rep.		
	Patricia Montoya		Yolanda Haro	X	Brenda Ricarte		

**I. Call to Order**

**II. Review and Approval of Minutes for March 2, 2020**

**III. Updates (Move to after Discussion)**

- Basic Needs Resources (Rigo): Brenda and Rigo set up Google Voice and are still communicating and assisting students through this method, and also via email and social media. Brenda is working on fliers to post on social media with information on resources and how to apply for certain services. Rigo asked that we all check out the Basic Needs website and provide him with feedback on information that should be posted. Rigo shared some struggles and challenges that students have been faced with since the campus closure, such as shower access, contacting homeless students and ability to charge electronics, such as phones and laptops.
  - CalFresh Outreach (regular updates – Rigo/Brenda): Rigo has completed 5 applications. Students have been in touch with both Rigo and Brenda.
  - March Mountie Fresh Food Pantry (Rigo/Brenda): the last food pantry on campus had to be rescheduled due to rain and the start of the COVID outbreak, but on a very rainy day, 675 bags were given out. After the last BNC meeting, Rigo hired food pantry assistant (1) and basic needs ambassadors (2), and they have been providing much needed support.
- Campus Peer Navigator (Rigo): an MOU is pending approval after Wednesday's Board of Trustees meeting. Rigo has been in touch with the Peer Navigator Amelia. She is exciting to help and start assisting students.
- Donation Campaign for BN by Foundation (Marisa): Foundation has sent emails to everyone in their data base. So far, they have raised \$6,000 from these email notifications and another \$5,000 in pledges. This Friday, they will provide us with

more updates and numbers. Marisa asked Rigo to share information on the increased need, numbers and information that he has reported out so she can share with Foundations and donors. Marisa shared that Tzu Chi may be able to provide us with additional food items.

- Technical Support with Dr. Sara Goldrick-Rab (Koji): We have an opportunity to have a one on one 45-minute session with Sara. Would the committee be interested in this? She is available on 4/18 and 4/20. Koji will see if 4/20 is an option, this is the same day as our next committee meeting.

#### **IV. Discussion**

- Basic Needs support during COVID-19
  - CalFresh assistance: Rigo provided information during updates (please see notes above)
  - Case management: Rigo provided information during updates (please see notes above)
  - Drive-Thru Food Pantry (April 9): Many other colleges are doing drive-thru pantries. This has been a group effort to put this together and we have looked at other college's models. Koji shared a map and layout for Thursday's drive-thru pantry and shared the importance of doing this in a safe environment. Renu shared how she has promoted this to her students. Kaitlyn asked what are the options for students who do not have a car or transportation? Rigo provided information on this and what options student will have. Eventbrite numbers have gone up significantly as of today. We will provide food pantry referrals to students who do not have a student ID. The messaging will be done respectfully and kindly. Students who register will get a reminder to not forget their ID card. Message will be sent out that an Eventbrite registration is not a guarantee, it is while supplies last. Koji shared some of the challenges and difficulties in trying to plan for this and being mindful of protecting students and staff from possible CV19 exposure. We will see how this first pantry goes and what we can work on moving forward, along with approaching this with care and kindness. Koji shared Sodexo will prepare 350 meals that will be purchased by Basic Needs Resources. All staff working at the food pantry will be provided with gloves, masks and ponchos. Classified staff are asked to get their supervisor's approval before volunteering. Shelly shared that she and Renu can provide some information about EDD if students have questions.
- Faculty Concerns/Questions of Students' Basic Needs: Mike (for students) shared that students are struggling to keep up with information and all the changes, so they appreciate all the social media and portal announcements. Renu shared some concerns from the non-credit side. Students who do not have computer access that saw and received the email that went out about the laptop loaner program. Renu asked, why is there no option for non-credit students? Eric and Audrey have been

discussing providing laptops for non-credit students. Koji will follow up. Romelia provided some information and updates. The College cannot buy laptops fast enough, and there will be another distribution taking place tomorrow (Tuesday).

**V. Good of the Order (All):** If available this Thursday, there are 2 shifts for volunteers. Social distancing is critical while working the drive-thru pantry.

**VI. Next Meeting**

- April 20, 2020

**VII. Adjourn**