

Equal Justice Authority  
Board Meeting  
December 8, 2025

- I. Welcome
  - A. The meeting was convened at 4:01 p.m. by board chair Matt Baca and conducted via Zoom.
  - B. Board Member and Staff Attendance
    1. Matt Baca, Allison Esser, Cesar Jimenez, Toni-Anne Nunez, Lauren Peach, Renzo Reategui, and Elise Bechthold (staff).
    2. No members of the public were present.
- II. Approval of Minutes
  - A. Toni-Anne made a motion to approve the minutes and Allison Esser seconded. The minutes of the November 5, 2025 board meeting were approved with no changes. Lauren Peach abstained due to being absent from the November 5, 2025 meeting.
- III. Financial Snapshot
  - A. Elise updated the board on the current account balance. Forecasted numbers from the State Court Administrator's Office show lower expected revenue for December.
- IV. Review & Vote on Annual Report
  - A. The board reviewed the draft annual report. The report is divided into an Executive Summary, Background & Legislative Context, Governance & Administration, Fiscal Overview, 2025 Grant Cycle, and 2025 Grant Awards & Impact.
    1. Edits & Discussion:
      - a) The board discussed the statutory obligation to report on revenue based on calendar year or fiscal year. They decided to keep the current breakdown as-is, reflecting numbers for both.
      - b) After review and discussion, the board decided to include financials through November 30, allowing for 11 full-months of collected revenue to be reflected in the report.

c) Toni-Anne will re-word the final sentence in the next-to-last paragraph of the Executive Summary and send it to Elise.

B. Cesar asked how the board anticipated addressing organizations who did not spend down funds.

1. The board discussed EJA's fiscal responsibility, while also weighing the potential needs of grantees. They discussed the possibility of rolling a small percentage of the grant into the following grant cycle if an organization is a continuing grantee. They also pondered the possibility of holding spring grantee check-in meetings.

a) The board agreed to add this to the agenda in early 2026, anticipating this would help make a more informed decision.

C. The board decided to work towards a December 19th report submission date. Matt would send the report from the EJA Board email account.

D. Allison Esser made a motion to approve the report with the discussed edits. Toni-Anne seconded the motion. The board voted unanimously to approve the report.

## V. Open Discussion

A. Winter/spring 2026 meeting cadence

1. January meeting will focus on voting for board leadership, appointment timelines, the 2026 grant cycle, and closing out the 2025 grant cycle.

a) Monday, January 26th 4pm-5pm

2. The board decided not to schedule a February meeting. They will plan to meet in March.

a) Wednesday, March 18 4pm-5pm

3. Allison suggested the Rubric Committee convene in January to begin the review process for the 2026 rubric.

## VI. Adjournment

A. The meeting was adjourned at 4:48 p.m.