

**ORANGE COUNTY FAMILY SERVICES DEPARTMENT
COMMUNITY ACTION BOARD
Meeting Minutes
September 12, 2018**

The Family Services Department Community Action Board (CAB) met at the Board of County Commissioner Chambers, 201 S. Rosalind Avenue, Orlando, Florida 32801 on September 12, 2018.

Chairman Comm. Pete Clarke called the meeting to order at 4:03 p.m. A quorum was present.

Commissioner Victoria Siplin gave the Invocation and a moment of silence and the Pledge of Allegiance immediately followed.

Instructions: Present = 1 Absent = 0 Absence Waived = 0*

2018 Attendance Record

Sector			Unit Attendance			Term		
I. PUBLIC	Member	Meetings Held	Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
COMM. VICTORIA P. SIPLIN, Rep. (OCBCC)	1	7	7	0	0	01/06/2015	01/06/2015	12/31/2018
ROSE-NANCY JOSEPH	0					03/12/2015	04/08/2015	12/31/2018
COMM. PETE CLARKE, Rep. (OCBCC)	1	7	7	0	0	02/11/2014	01/01/2015	12/31/2018
MERCEDES FONSECA, Alternate	1					02/12/2014	03/12/2015	12/31/2018
COMM. ROD LOVE, Rep. (OCBCC)	0	7	7	0	0	05/22/2018	05/22/18	12/31/2019
NICOLE KENNEDY, Alternate	1					10/11/2017	10/11/2017	12/31/2019
PAMELA GOULD, Rep. (OCPS)	1	7	5	0	2	02/07/2017	02/07/2017	12/31/2020
Christine Moore, Alternate	0					01/10/2018	01/10/2018	12/31/2020
MARK MACIEL, Rep. (City of Winter Garden)	0	7	1	0	6	04/12/2017	03/21/2017	12/31/2018
OPEN, Alternate	0							
Mayor LYDIA A. PISANO (City of Belle Isle)	0	7	4	0	3	12/19//2017	12/19/2017	12/31/2021
OPEN, Alternate	0							
STATE REPRESENTATIVE BRUCE ANTONE, Rep.	0	7	7	0	0	08/23/2016	09/14/2016	12/31/2020
Hudie Stone , Alternate	1					06/14/2017	06/14/2017	12/31/2020
COUNCILMAN Tarus Mack, Rep.	1	4	3	0	1	04/10/2018	04/10/2018	12/31/2021
OPEN, Alternate	0							

Sector			Unit Attendance			Term		
II. COMMUNITY	Member	Meetings Held	Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
(District 1) KARL MCKENZIE, Rep.	0	6	3	0	3	02/12/2014	03/20/2018	03/19/2022
BEVERLY JEFFERSON, Alternate	0					11/11/2015		
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	0	7	1	0	6	03/03/2015	03/11/2015	03/10/2019
MINA ROBINSON, Alternate	0					11/09/2016		
(District 3) ABIGAIL CROCKET, Rep.	1	7	7	0	0	02/14/2018	02/14/2018	02/13/2022
JULIE YETTER, Alternate	0					10/12/2016		
(District 4) MARIBEL CORDERO, Rep.	1	7	7	0	0	06/22/2015	10/14/2015	10/13/2019
OPEN, Alternate	0							
(District 5) SABRINA PERSAUD, Rep.	1	7	5	0	2	02/24/2015	04/08/2015	04/7/2019
OPEN, Alternate	0							
(District 6) EVANGELINE RICHARDSON, Rep.	1	7	7	0	0	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large Districts 1, 2, and 6) BARBARA HOOSIER, Rep.	1	7	6	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large District 3,4 & 5) Vacant, Rep.	0	7	0	0	0			
Vacant, Alternate	0							

Sector			Unit Attendance			Term		
III. PRIVATE	Member	Meetings Held	Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
VIVIAN TINDAL, Rep. (Minority Organizations)	1	7	7	0	0	06/27/2007	02/10/2016	02/09/2020
MAXCINE PAINE-CRAWFORD, Alternate	0					02/09/2011	02/10/2016	02/09/2020
LEROY ROSE, III, Rep. (Religious Organizations)	1	7	6	0	1	02/04/2016	02/10/2016	02/11/2020
Suzanne Brown, Alternate	0					10/12/2016	10/12/2016	02/11/2020
DEBI MELI, Rep. (Private Social Service and Charitable Agencies)	0	1	0	0	1	09/12/2018	09/12/2018	09/11/2022
Vacant, Alternate	0							
MIMI COENEN, Rep. (Workforce Labor Organization)	1	7	7	0	0	04/26/2016	05/11/2016	05/10/2020
KARL ALLEN, Alternate	0					10/11/2017	10/11/2017	05/10/2020
ATTORNEY WILLIAM "TERRY" COSTOLO, Rep. (Private Community-based professional organization)	0	7	4	0	3	02/24/2015	03/11/2015	03/10/2019
Patrice Scott, Alternate	1					08/08/2016	09/14/2016	03/10/2019
DEXTER NELSON JR., Rep. (Head Start Policy Council)	1	7	7	0	0	11/08/2017	11/08/2017	11/07/2021
HEATHER CHISHOLM-WRIGHT, Alternate	0					11/08/2017	11/08/2017	11/07/2021
PAUL ROBERT "BOBBY" LANCE, Rep. (Major Employers)	1	7	7	0	0	07/17/2009	02/12/2014	02/11/2019
ATTORNEY ALISSA LUGO, Alternate	0					03/09/2011	02/12/2014	02/11/2019
THOMAS ALSTON, Rep. (Business)	1	7	7	0	0	03/24/1994	02/12/2014	02/11/2019
CHRISTOPHER HASSALL, Alternate	0					07/17/2009	02/12/2014	02/11/2019

INTRODUCTION AND SEATING

Mrs. Catina Williams announced that there was one new appointment for the board's consideration.

The office of Orlo Vista United Safe Neighborhood, Inc. recommends Ms. Debi Meli as representative for the Private Sector, for Private Social Service and Charitable Agencies.

MOTION TO ACCEPT AND SEAT NEW BOARD MEMBERS

A motion to accept and seat Ms. Debi Meli as representative for the Private Sector, for Private Social Service and Charitable Agencies.

Motion/Second: Thomas Alston/Comm. Victoria Siplin

AYE, (voice vote): All members. No abstentions.

Action: The Board accepted and seated the board member appointments.

ATTENDANCE

Board Members present: Bobby Lance, Commissioner Victoria Siplin, Commissioner Pete Clarke, Dexter Nelson Jr., Mercedes Fonseca, Nicole Kennedy, Maribel Gomez-Cordero, Abigail Crocket, Evangeline Richardson, Barbara Hoosier, Mimi Coenen, Thomas Alston, Vivian Tindal, Patrice Scott, Tarus C. Mack, Leroy Rose, Sabrina Persaud, Pamela Gould, and Hudie Stone

Staff members present: Trellany Williams, Atalie Ashley-West, Rachel McCoy, Maleka Mobley, and Catina Williams.

PUBLIC COMMENTS

There were none.

MOTION TO ACCEPT AND APPROVE THE MINUTES

A motion to accept and approve the Community Action Board meeting minutes dated June 13, 2018.

Motion/Second: Dexter Nelson Jr. /Pamela Gould.

AYE, (voice vote): All members. No abstentions.

Action: The Board accepted and approved the Community Action Board meeting minutes dated June 13, 2018.

DIVISION MANAGER'S REPORT – Atalie Ashley-West, Administrator

Mrs. Atalie Ashley-West gave the board a brief report of the Community Action Division Services.

COMMUNITY CENTERS

The Community Centers had 23,050 visits during the month of August. Starting in the month of September, Community Action will provide the GED program, through OCPS at the Hal Marston and Pine Hills Community Centers. The Pine Hills Community Center will also provide the English for Speakers of Other Languages (ESOL) program. All of the Community Action Centers participated in the Back to School supply giveaway during the month of August. Over 800 families participated and more than 3000 back packs with school supplies were distributed. A new food pantry has opened in the Taft Community. The new pantry is located at 1045 Pine Street.

LIHEAP

Mrs. Atalie Ashley-West gave an update on the Low Income Home Energy Assistance Program (LIHEAP) for the 2018- 2019 Fiscal Year (FY) (April 1, 2018- March. 31, 2019). Direct Client Assistance Budget - \$2.1 million; Total expenditure FY to date- \$990,211; total units of service- 2,899, and average assistance per household - \$340. Ms. Ashley-West gave an update on the LIHEAP Budget Modification: Current Award Amount- \$2,862,994.00; FFY 2017 Carryover Funds: \$175,848.76; LIHEAP Increase: \$1,268,155.00; Revised Award Amount: \$4,306,997.76. LIHEAP hosted an outreach event on August 8, 2018 and 324 Citizens attended the event.

Weatherization

Mrs. Atalie Ashley-West gave a brief report on the Weatherization Assistance Program (WAP). Mrs. Ashley-West informed the board that there were two homes completed and submitted to DEO for the month of August, with another eight homes in the process of completion. WAP staff will contact the next homes on the waiting list, as additional contractors working with the program allow WAP to service a greater number of homes. There are a hundred and thirty-one (131) homes are on the waiting list.

Office on Aging

Mrs. Atalie Ashley-West gave a brief overview of the Office on Aging Program. The LIFE Information for Elders hosted 3 events: June-“Motion is Lotion, Rest in Rust”- 66 attendees; July – “Art of Meditation”- 57 attendees; August – “Praying for Long Term Care” – 58 attendees. The COA E-Newsletter: In July- received 1,066 opens & 391 clicks; In August- received 1,165 opens & 538 clicks; In September received 1,075 opens, 579 clicks.

Mrs. Ashley-West updated the board on useful information for Elders. The Centers for Medicare and Medicaid started mailing out new cards to Medicare recipients in August. Recipients do not need to do anything to receive the new cards and should be on the lookout for scammers. Annual open enrollment for

Medicare is October 15th- December 7th. The New Federal “Growth, Regulatory Relief and Consumer Protection Act” enables people to freeze their credit for FREE and lift their credit when needed. It was established to help combat fraud and identity theft.

Pine Hills Neighborhood Improvement District Updates (Pine Hills-NID)

Mrs. Atalie Ashley- West gave a brief update on the Pine Hills Neighborhood Improvement District (NID). The NID Staff participated in the “Stop Here on Red” Campaign August 10th to raise awareness about pedestrian safety and the dangers of red light running on Silver Star Road. Volunteers shared information to motorists encouraging them to: Stop at red lights, Drive the speed limit, and Watch out for pedestrians and cyclist. Mrs. Ashley-West announced the Save the Date: “A Pine Hills Christmas”- November 29, 2018, at Barnette Park Gymnasium 6 p.m.-8 p.m.

Community Service Block Grant (CSBG) Update

Ms. Trellany Williams reported on the CSBG Quarterly Outcomes: Unemployed Adults Obtained Employment- Goal 100, Achieved 23 (23%); Unemployed Adults Maintain Employment 90 Days or More- Goal 40, Achieved 11(28%); Employed Participants Provided Increase in Income and Benefits- Goal 35, Achieved 17 (40%); Obtained Recognized Credential to Achieve Vocational Skills- Goal 175, Achieved 67 (38%), and Completed High School Diploma or GED- Goal 5, achieved 4 (80%). Ms. Williams informed the board that Jobs Partnership enrolled 18 participants and 15 (83%) Completed the program. Five of the participants reported obtaining employment; In the Basic Computer Class there were 32 enrolled, with 29 (91%) completing the program (sites participating: Bridges, Pine Hills, and Holden Heights). In the Financial Literacy Class there were 10 enrolled and 10 (100%) completed the program, at the East Orange Community Center.

FINANCIAL REPORT

A copy of the Community Service Block Grant (CSBG) Budget Fiscal Year (FY) (April 2018- March 2019) as of September 4, 2018, was provided at the meeting.

Report of the CSBG Budget Summary as of September 4, 2018: Total CSBG Allocation- \$ 831,867.00; CSBG Administration Total Expenditure: \$42,467.94; Program Services Total Expenditure - \$110,833.03; Direct Client Assistance Expenditure - \$125,249.24; Total CSBG Expenditure- \$278,550.21; Total CSBG Balance- \$456,663.63. As of September 4, 2018, 45% of the Budget has been spent with encumbrances.

MOTION TO APPROVE THE FINANCIAL REPORT

A motion to accept and approve the CSBG Budget Summary for (April 2018- March 2019) as of September 4, 2018.

Motion/Second: Commissioner Victoria Siplin /Maribel Gomez- Cordero

AYE, (voice vote): All members. No abstentions.

Action: The Board accepted and approved the CSBG Budget Summary for (April 2018- March 2019) as of September 4, 2018.

REVISED BUDGET AND WORK PLAN

A copy of the Revised Budget and Work Plan was included in the September 12, 2018 meeting packet.

MOTION TO APPROVE THE REVISED BUDGET AND WORK PLAN

A motion to accept and approve the CSBG Revised Budget and Work Plan provided in the September 12, 2018 Meeting packet.

Motion/Second: Thomas Alston /Maribel Gomez-Cordero

AYE, (voice vote): All members. No abstentions.

Acton: The Board accepted and approved the CSBG Revised Budget and Work Plan provided in the September 12, 2018 meeting packet.

COMMITTEE REPORTS

A copy of the Combined Committees meeting minutes, dated August 22, 2018 were included in the September 12, 2018 Meeting packet.

MOTION TO APPROVE THE COMMITTEE REPORT

A motion to accept and approve the Combined Committee Report dated August 22, 2018, included in the meeting packet

Motion/Second: Bobby Lance /Evangeline Richardson

AYE, (voice vote): All members. No abstentions.

Action: The Board accepted and approved the Combined Committee Report dated August 22, 2018, included in the meeting packet.

HEAD START POLICY COUNCIL REPORT

Mr. Dexter Nelson Jr. announced to the board that his term as Chair of the Head Start Policy Council will end at the end of the month, so this will be his last meeting.

PUBLIC REPRESENTATIVE COMMENTS

Councilman Tarus Mack announced that the Eatonville Head Start program is enrolled at full capacity.

PRIVATE REPRESENTATIVE COMMENTS

Ms. Mimi Coenen thanked the board for allowing her the opportunity to attend the National Community Action Partners (NCAP) conference in Colorado. She will be sharing information she obtained at the conference on Fiscal practices and 2-Gen systems with the board.

COMMUNITY REPRESENTATIVE COMMENTS

There were none

MOTION TO ADJOURN THE MEETING

Motion/Second: Commissioner Victoria Siplin. /Maribel Gomez-Cordero

AYE, (voice vote): All members. No abstentions.

Action: The Board accepted the motion to adjourn.

ADJOURNED

4:24 p.m.


Robert "Bobby" Lance, Secretary/ Orange County Community Action Board