

**ORANGE COUNTY FAMILY SERVICES DEPARTMENT
COMMUNITY ACTION BOARD
Meeting Minutes
January 9, 2019**

The Family Services Department Community Action Board (CAB) met at the Board of County Commissioner Chambers, 201 S. Rosalind Avenue, Orlando, Florida 32801 on January 9, 2019.

Secretary Bobby Lance called the meeting to order at 4:10 p.m. A quorum was not present.

Vivian Tindal gave the Invocation and a moment of silence and the Pledge of Allegiance immediately followed.

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

2019 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)	0	1	1	0	0	01/06/2015	01/06/2015	12/31/2018
ROSE-NANCY JOSEPH	1					03/12/2015	04/08/2015	12/31/2018
Vacant, Rep. (OCBCC)	0	1	0	0	0			
Vacant, Alternate	0							
Vacant, Rep. (OCBCC)	0	1	0	0	0			
Vacant, Alternate	0							
PAMELA GOULD, Rep. (OCPS)	0	1	0	0	1	02/07/2017	02/07/2017	12/31/2020
Vacant, Alternate	0					01/10/2018	01/10/2018	12/31/2020
Vacant, Rep. (City of Winter Garden)	0	1	0	0	0			
OPEN, Alternate	0							
Mayor LYDIA A. PISANO (City of Belle Isle)	0	1	1	0	0	12/19/2017	12/19/2017	12/31/2021
OPEN, Alternate	0							
STATE REPRESENTATIVE BRUCE ANTONE, Rep.	0	1	1	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	1	1	0	0	04/10/2018	04/10/2018	12/31/2021
James Benderson, Alternate	0					06/13/2018	06/13/2018	12/31/2021

Sector			Unit Attendance			Term		
II. COMMUNITY	Member	Meetings Held	Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
Vacant, Rep.	0	1	0	0	0			
Vacant, Alternate	0							
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	1	1	1	0	0	03/03/2015	03/11/2015	03/10/2019
MINA ROBINSON, Alternate	0					11/09/2016	11/09/2016	03/10/2019
(District 3) ABIGAIL CROCKET, Rep.	1	1	1	0	0	02/14/2018	02/14/2018	02/13/2022
JULIE YETTER, Alternate	0					10/12/2016	10/12/2016	02/13/2022
(District 4) Vacant, Rep.	0	1	0	0	0			
OPEN, Alternate	0							
(District 5) SABRINA PERSAUD, Rep.	1	1	1	0	0	02/24/2015	04/08/2015	04/7/2019
OPEN, Alternate	0							
(District 6) EVANGELINE RICHARDSON, Rep.	1	1	1	0	0	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large Districts 1, 2, and 6) BARBARA HOOSIER, Rep.	0	1	0	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large District 3,4 & 5) Vacant, Rep.	0	1	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	1	1	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)	0	1	0	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)	1	1	1	0	0	09/12/2018	09/12/2018	09/11/2022
Vacant, Alternate	0							
MIMI COENEN, Rep. (Workforce Labor Organization)	1	1	1	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	1	0	0	1	02/24/2015	03/11/2015	03/10/2019
Patrice Scott, Alternate	0					08/08/2016	09/14/2016	03/10/2019
MARITZA VAZQUEZ., Rep. (Head Start Policy Council)	1	1	1	0	0	11/14/2018	11/14/2018	11/14/2022
LEAH ACKERMAN, Alternate	0					11/14/2018	11/14/2018	11/14/2022
PAUL ROBERT "BOBBY" LANCE, Rep. (Major Employers)	1	1	1	0	0	07/17/2009	02/12/2014	02/11/2019
ATTORNEY ALISSA LUGO, Alternate	1					03/09/2011	02/12/2014	02/11/2019
THOMAS ALSTON, Rep. (Business)	0	1	0	0	1	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 were no new appointments for the board's consideration today.

ATTENDANCE

Board Members present: Bobby Lance, Alissa Lugo, Maritza Vazquez, Abigail Crocket, Evangeline Richardson, Mimi Coenen, Rose-Nancy Joseph, Debi Meli, Councilman Tarus C. Mack, Sabrina Persaud, Vivian Tindal, Hezekiah Bradford, and Hudie Stone

Staff members present: Lavon Williams, Trellany Williams, Atalie Ashley-West, Maleka Mobley, Eddie Brown, and Catina Williams.

PUBLIC COMMENTS

There were none.

DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager

Mrs. Lavon Williams gave the board a brief report of the Community Action Division Services after reciting the Community Action Promise with board members.

COMMUNITY CENTERS

The Community Centers had 28,785 visits during the month of December. Mayor Demings performed the swearing in of Officers for the Pine Hills Community Council at 7p.m. on Tuesday January 8, 2019 at the Pine Hills Community Center. At the Taft Community Center, Polar Express provided blankets to 112 children including toys, and 97 meals were served. Also each family received a crockpot. The Hal Marston Community Center had 31 residents participated in the Men's Health & Wellness Workshop, in partnership with Community Health Centers. Mrs. Williams informed the board that a reassignment of Community Center Managers is in progress, to give them an opportunity to cross train and use their skills in the different service areas of Orange County. The goal is to allow the center managers to coexist as one unit and to ensure that all services are operating fully in all areas. If any citizens have any question or concerns please feel free to contact Lavon Williams at 407-836-5614.

LIHEAP

Mrs. Lavon Williams 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 - \$3.3 million; Total expenditure FY to date- \$2,042,276 total units of service- 5,917, and average assistance per household - \$345. Hal P. Marston Community Center had a LIHEAP Outreach event on December 11, 2018. Four hundred thirty-nine citizens applied.

Weatherization

Mrs. Lavon Williams gave a brief overview of the Weatherization Assistance Program (WAP) and an update on WAP services. Mrs. Williams informed the board that there were seven homes in the process of completion by contractors, with five forecasted to be completed during the month of January. One home was completed and submitted to DEO during the month of December. WAP staff is contacting 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 fifty (150) homes on the active waiting list. Mrs. Williams informed the board that they have reached a snag with the procurement office. Weatherization is now working with the Department of Economic Opportunity (DEO) and the Procurement Office regarding a discrepancy between the Weatherization program guidelines and the Procurement standards that the government is requiring the program to adhere to, as a recipient of federal grant funds. We are working to find solutions to that discrepancy.

Office on Aging

Mrs. Lavon Williams gave a brief overview of the Office on Aging Program. The LIFE Information for Elders hosted an event on December 20th on "Essential Smartphone Apps for Elders". The event had 42 attendees with 88 RSVPs (low attendance due to unusually strong storms). The spring 2019 schedule is now active. The January Commission on Aging E-Newsletter had 976 opens as of January 4th, with a total of 382 total clicks that featured interesting facts. New 2018 data from the Florida Department of Elder Affairs estimates there are 227,418 Orange County residents age 60+. Three remote shoots with the Parkinson's Outreach Center were conducted in December. Also the Office on Aging will be working with Orange TV for more press release to get the word out on services for our aging population.

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

Mrs. Lavon Williams gave a brief update on the Pine Hills Neighborhood Improvement District (NID). The Pine Hills Trailhead rest station, located on Silver Star and Golf Club Drive, will hold a ribbon cutting on January 16, 2019. Pine Hills NID in collaboration with Orlando Economic Partnership to offer "Idea to Profit", a day long workshop January 30, 2019 to educate budding entrepreneurs about successful business startup tactics. The cost for Pine Hill's residents is \$10 and all other resident's cost will be \$99. On January 10, 2019, the Pine Hills Neighborhood Improvement District's Advisory Council will be reviewing its work plan goals for 2019 at the Wellcare on Hiawasse and Colonial Drive at 9:00am.

Community Services Block Grant (CSBG) Update

Ms. Lavon Williams reported on the CSBG Quarterly Outcomes: Unemployed Adults Obtained Employment- Goal 100, Achieved 40 (40%); Unemployed Adults Maintain Employment 90 Days or More- Goal 40, Achieved 22 (55%); Employed Participants Provided Increase in Income and Benefits- Goal 35, Achieved 23 (66%); Obtained Recognized Credential to Achieve Vocational Skills- Goal 175, Achieved 106 (61%), and Completed High School Diploma or GED- Goal 5, achieved 5 (100%).

FINANCIAL REPORT

A copy of the Community Service Block Grant (CSBG) Budget Fiscal Year (FY) (April 2018- March 2019) as of December 18, 2018, was provided in the January 9, 2019 meeting packet.

Report of the CSBG Modification Budget Summary as of December 18, 2018: Total Modified CSBG Allocation: \$831,867.00; CSBG Administration Total Balance: \$43,123.37; Program Services Total Balance - \$145,851.00; Direct Client Assistance Balance - \$282,975.30; Total CSBG Balance- \$471,949.67. As of December 18, 2018, 53% of the Budget has been spent with encumbrances. We will present the Budget Summary for the Month of January at our January Committee Meeting. Mrs. Williams announced that Community Action has two new staff members: Elaine Lightbourne- Family Self-Sufficiency Program (FSSP) Administrative Specialist and Megan Cosgrove- Community Service Worker- FSSP

COMMITTEE REPORTS

A copy of the Nominating Committees meeting minutes, dated December 12, 2018 were included in the January 9, 2019 Meeting packet.

HEAD START POLICY COUNCIL REPORT

Ms. Maritza Vasquez gave a brief update on the Head Start Policy Council. One of the focus for Head Start this year will be recruitment and enrollment of homeless and foster children to the program. As Chair of the Head Start Policy Council Ms. Vasquez is requesting that LIHEAP, Weatherization, Job Fairs, and any other outreach sponsored at the community centers provide the opportunity for Head Start to participate to assist with recruitment for the program. On November 17, 2018 Head Start partnered with Have Faith outreach to service families living in the hotels along Lee Road. Meals were provided at the outreach. The goal for the outreach was to reach the 10% of citizens that are unaware of services to assist citizens in the community and to reach those children 0-4 years of age for the Early Head Start and Head Start Programs. Head Start is currently recruiting for all centers. Any interested persons may call 407-836-6590.

Mr. Bobby Lance inquired about getting praise reports for citizen's success in the Community Action Programs. Mrs. Lavon Williams agreed that we are able to provide those testimonial reports for the board.

PUBLIC REPRESENTATIVE COMMENTS

Ms. Rose Nancy Joseph gave the board an update on Commissioner Victoria Siplin's Office. There will be a community meeting hosted by Commissioner Siplin and OUC entitled "Warm Up with Savings" at Barnett Park on Monday January 14, 2019 from 6pm- 8pm. It is an Energy Savings program that will help home owners or renters with the approval of home owners to receive upgrades to their AC, Insulation, and other home efficiency upgrades to help lower their energy bills. The registration deadline is today, January 9, 2019, but if there is still room for additional attendees they will be allowed to register. There will be dinner provided for those that registered before the deadline and there will also be prize giveaways. Ms. Joseph also informed the board that on January 15, 2019, Central Florida Hotel and Lodging Association (CFHLA) is having a Hospitality and Career Fair, at the Orange County Convention Center North Concourse. Details of the fair are posted on Commissioner Siplin's Facebook page www.facebook.com/commissionersiplin. There will be a lot of employers on-site and they will be providing free child care. Commissioner Siplin is host her monthly mobile office hours at Holden Heights Community Center on January 16, 2019 from 12noon-4pm for

appointments please call 407-836-5860. Mrs. Joseph requested two corrections to the Area Representative Monthly Report for the Holden Heights Community Center: The NHAEON Retreat is on January 26, 2019, instead of January 16, 2019 and it is from 7:30 am- 3pm. Commissioner Siplin gave away approximately 350 toys at the “Seasons of Blessings Event” at Barnette Park in December.

PRIVATE REPRESENTATIVE COMMENTS

There were none

Mrs. Lavon Williams wanted to inform the board that Evans High school is looking for mentors for their students. If anyone is interested please contact Curtesa Vanderpool at Evans High School.

COMMUNITY REPRESENTATIVE COMMENTS

Pastor Hezekiah Bradford acknowledged a correction needed to the Area Representative Monthly Report for the John Bridges Community Center: The South Apopka MLK Day Parade will be held on January 21, 2019. The parade will begin at the VFW Community Center on 5th Street, from 2pm until, ending at the John Bridges Community Center. Pastor Bradford also announced that Mr. Rod A. Love will be hosting a breakfast on January 26, 2019 at the Clarcona Community Center at 8:30am-10:30am and free breakfast will be served. The purpose of the breakfast will be to discuss the crime prevention in the Apopka Community. Pastor Bradford also announced that there will be unveiling of a Lynx bust stop on the corner of Michael Gladden and Central Avenue, with the 2018 Orange County District 2 Citizen of the year, Monique Morris picture on it, on Friday, January 11, 2019, at 4pm.

Vivian Tindal announced that on March 1st and 2nd of 2019, the City of Orlando will host their first annual city wide college and career fair at the Rosen Center located on International Drive. The City of Orlando will partner with Pamela Gould of the Orange County Public School Board and several other surrounding counties. There will be at least 45 colleges and universities present. They are planning to have more than 500 students attend this event. There will also be financial aid sponsor at the event.

Mrs. Lavon Williams notified the Board that the DEO Monitoring has been rescheduled for the week of March 18 thru March 22, 2019. The Opening and Closing of the Monitoring process will open to the Officers of the CAB Executive Committee as well as all other CAB Board Members.

ADJOURNED

4:37 p.m.

Robert “Bobby” Lance, Secretary/ Orange County Community Action Board