



## COMMUNITY ACTION BOARD

### COMBINED COMMITTEES MEETING

Planning & Budget Committee, Community Services Committee,  
Policy Advisory Committee and Executive Committee Meeting

February 27, 2019, 10:00 a.m.

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#### **CAB Members present:**

Councilman Tarus C. Mack, Thomas Alston, Barbara Hoosier, Karl Allen, Rose-Nancy Joseph, Debi Meli, Hudie Stone, Commissioner Maribel Gomez Cordero, Vivian Tindal, Suzanne Brown, LaDwyana Jordan, Maxine Paine-Crawford, Sabrina Persaud, and Abigail Crocket

**Staff:** Catina Williams, Trellany Williams, Rachel McCoy, Maleka Mobley, Lavon Williams, and Atalie Ashley West

Chairman Tarus C. Mack called the meeting to order at 10:05 a.m. A quorum was met.

**Public Comments:** No public comments were made.

#### **Committee Reports**

##### **A. Policy Advisory**

Mrs. Catina Williams gave the Policy Advisory report: **Vacancies:** The At-Large- Districts 3, 4, and 5 seat representing the community sector has been vacant since May 23, 2018. The District 1 seat representing the community sector is currently vacant. We have attempted to contact East Winter Garden Community Development Corporation, Inc. again to see if they plan to appoint a replacement, but we have not received the paperwork, as of yet. The District 4 seat representing the community sector is also now vacant, due to Commissioner Maribel Gomez Cordero's election to Orange County Board of Commissioners. Commissioner Maribel Gomez- Cordero has contacted an organization regarding representation for District 4 community sector. There is a seat vacant for the private sector, Community Based and Professional Organizations. We have received an advisory board application for that seat. We are awaiting an appointment letter. Vacancies have been noticed and posted at all Community Action Community Centers. **Upcoming Term Expirations:** Bobby Lance/Alissa Lugo's 2<sup>nd</sup> term expires 2/28/19; Thomas Alston/Christopher Hassall's 2<sup>nd</sup> term expires 2/18/19; Hezekiah Bradford/Mina Robinson's 1<sup>st</sup> term expires 3/10/19; Sabrina Persaud's 1<sup>st</sup> term expires 4/7/19. **Appointment/ Continuation Letters:** We have received 4 appointments from Mayor Jerry Demings' office for the public sector: Commissioner Mayra Uribe, District 3; Commissioner Maribel Gomez-Cordero, District 4, Reappointment of Commissioner Victoria P. Siplin, District 6; and Mayor Ray Bagshaw, City of Edgewood. **Attendance:** Lydia Pisano-missed 2 consecutive meetings for 2019, a courtesy attendance letter will go out to Mayor Pisano this week. **2019 Community Action Calendar:** (Tabled until next Committees are formed and individual committee meetings scheduled)

A Motion to accept and approve the Policy Advisory Report was made by Thomas Alston and seconded by Abigail Crocket. Motion carried.

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## **B. Community Services**

Ms. Trellany Williams provided the board with a brief program update on Community Services thru February 27, 2019. A copy of the Community Services Report as of February 19, 2019 was provided in the meeting packet.

Ms. Williams gave the board a brief update on the National Performance Indicator (NPI) Goals and Outcomes for 2018 fiscal year (FY): Unemployed and Obtained Job- Modified Goal 100, Achieved (61%); Obtained Increase in Income and Benefits – Modified Goals 35, Achieved (83%); Maintained Job 90 Days or More- Modified Goal 40, Achieved (75%); Obtained Skills and Competencies for Employment- Modified Goal 175, Achieved (69%); Completed ABE/GED- Goal 5, Achieved 6 (120%). Ms. Williams gave an update on new education programs offered through the Family Self Sufficiency Program in partnership with Orange Technical and Valencia College. (Program packets were given at the meeting) The Family Self Sufficiency Program in partnership with Valencia College is now offering an Apartment Maintenance course, which is an entry level Carpentry program. Valencia is also developing a new Electrical Lineman program in partnership with Orlando Utilities Commission (OUC). They are in the interviewing process for the program. If anyone is interested please contact Valencia at the phone number on the program flyer given at the meeting. Ms. Williams informed the board that the programs have financially assisted several citizens, especially in the Megatronics and Medical Assistant Programs and about 95% of those citizens have completed the programs and have obtained jobs.

Ms. Vivian Tindal asked if all of the program information was available at the Community Centers. Ms. Trellany Williams informed the board that the information was available through the Community Service workers but they would like to explore other opportunities to get the information out to the citizens.

A Motion to accept and approve the Community Service Update was made by Abigail Crocket and seconded by Vivian Tindal. Motion carried.

## **C. Planning and Budget**

A copy of the updated Budget Summary as of February 18, 2019, was provided at the meeting.

Ms. Rachel McCoy gave a brief overview of the Budget Summary: Total Amended Budget (includes current allocation and base increase) - \$ 1,066,982.50; Total CSBG Administration Expenditure- \$69,972.40; Total CSBG Program Expenditure- \$216,460.78; Total CSBG Direct Client Assistance Expenditures- \$380,249.77; Total CSBG Expenditures- \$666,682.95; Total CSBG Balance - \$400,299.55, as of February 18, 2019, and a total of 62% of the budget spent.

A Motion to approve the updated Budget Summary as of February 18, 2019 was made by Vivian Tindal and seconded by Thomas Alston. Motion carried.

## **D. Executive Report**

Mrs. Lavon Williams reminded the board of the Department of Economic Opportunity's Monitoring of the Community Action Division's Community Service Block Grant, March 18-22<sup>nd</sup>, 2019. Ms. Williams asked that all board members try to be present for the opening of the

Monitoring on March 18<sup>th</sup> at 8:30am and the exit on March 22<sup>nd</sup> at 2:30 pm. Community Action staff will confirm the location. Mrs. Williams informed the board that purpose of the monitoring is to ensure that we are not violating any of the regulations that are in place for any entity that is receiving government funding. Mrs. Williams informed the board that we will hold the CAB Annual training during the month of June this year. Mrs. Williams reminded the board that they expressed the interest in holding individual committee meetings as opposed to the Combined Committee Meetings. After a brief discussion of how those meetings may be accomplished, Mrs. Williams expressed to the board that in order to proceed with the Individual CAB Committee meetings we will need to first establish the members of each committee and find a way to schedule the meetings accordingly. (A copy of the working committees were provided at the meeting) Mrs. Williams asked that the board members review the committees, review the roles of each committee, and decide which committees they would like to serve on. Please contact Catina Williams with decisions regarding committees. Mrs. Williams asked the board either approve or deny the individual meeting of the individual committees.

A Motion to approve the individual meeting of the individual committees was made by Thomas Alston and seconded by Abigail Crocket. Motion carried.

A Motion to adjourn the meeting was made by Abigail Crocket and seconded by Vivian Tindal. Motion carried.

***Meeting adjourned at 10:36 a.m.***

***Minutes Approved March 13, 2019***