



COMMUNITY ACTION BOARD
POLICY ADVISORY COMMITTEES MEETING

March 29, 2019, 9:00 a.m.

CAB Members present:

Debi Meli and Karl Allen

Staff: Catina Williams and Atalie Ashley West

Chairman Debi Meli called the meeting to order at 9:05 a.m. A quorum was met.

Karl Allen gave the invocation.

Public Comments: No public comments were made.

A. Policy Advisory

Mrs. Catina Williams gave the Policy Advisory report: **Vacancies: Community Sector-** 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. The District 4 seat representing the community sector is also now vacant, due to Commission Maribel Gomez Cordero's election to Orange County Board of Commissioners. **Private 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 but, we are awaiting an appointment letter. **Public Sector-** Due to the passing of Mayor Ray Bagshaw, we are awaiting a special election for the City of Edgewood to appoint a replacement. Vacancies have been noticed and posted at all Community Action Community Centers. **Upcoming Term Expirations:** Bobby Lance/Alissa Lugo's 2nd term expired 2/28/19 and he was replaced by Dexter Nelson for Major Employers- Private Sector; Thomas Alston/Christopher Hassall's 2nd term expired 2/18/19, but because he has not been replaced as of yet, the member unit will serve until a replacement is appointed; Hezekiah Bradford/Mina Robinson's 1st term expires 3/10/19, but the member unit will serve until reappointed for a 2nd term or a replacement is appointed or ; Sabrina Persaud's 1st term expires 4/7/19, we are awaiting reappointment paperwork for a 2nd term. **Appointment/ Continuation Letters:** We have received an appointment letter from Commissioner Mayra Uribe's office, District 3, for Cortez Whatley to serve as her alternate. **Attendance:** Lydia Pisano- missed 3 consecutive meetings for 2019, an attendance letter will go out to Mayor Pisano on Wednesday. **2019 Community Action Calendar:** Annual Training will take place on June 26, 2019.

A Motion to accept and approve the Policy Advisory Report was made by Karl Allen and seconded by Debi Meli. Motion carried.

B. Other Business

Dr. Atalie Ashley West advised the board that it will be their duty as the Policy Advisory Committee to oversee and make recommendations to the Community Action By-Laws. A copy of the CAB By-Laws was provided at the meeting. Dr. West notified the committee that

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the Community Action By-Laws have not been reviewed and signed by the Orange County Board of County Commissioners since 2015, so we are due for a full review of the By-Laws. Dr. West addressed the Community Action Board Committees and asked if they had any recommendations. Mr. Karl Allen suggested that member unit representative and alternate split time between Committee meetings and Regular Board meetings to encourage full participation. Catina Williams expressed that not all board members have alternates and although it is recommended, they are not required to have alternates. Dr. Atalie Ashley West, expressed that not all board members have attended the mandated Orientation for membership, but we do not have anything in place to remove non-compliant board members from the board. Dr. West addressed the recruitment and appointment practice of the Community Action Board (CAB). Mrs. Catina Williams informed the board of the different recruitment and appointment practices for each sector: Public, Private, and Community. Mrs. Williams expressed that the appointment process for the Community Sector is the most complex, because it represents the low Income population. Representatives of the Community Sector have to be selected in a democratic selection, which is a meeting open and noticed to the public and community that will be represented. Dr. Atalie Ashley West informed the committee that she will find out how lenient the recruitment processes are and if any changes can be made. The Policy Advisory Committee agreed to review sections of the By-Law in each meeting and provide any suggestions or recommendations to the Community Action Staff and Board. Mr. Karl Allen asked if the Community Action Staff could provide the committee with a district map, so that they can get a better idea of the areas that will need assistance with recruitment. Catina William will provide the districts maps to all board members.

Dr. Atalie Ashley West gave the committee an overview of the Community Action Strategic Plan and the role of the CAB Policy Advisory Committee in the Strategic Planning. Dr. West also reviewed the annual report. Dr. West also reviewed how each strategic goal relates to the National Performance Indicators (NPIs). A copy of the Strategic Plan and the Annual Report was provided at the meeting.

A Motion to adjourn the meeting was made by Karl Allen and seconded by Debi Meli. Motion carried.

***Meeting adjourned at 10:36 a.m.
Minutes Approved April 10, 2019***