

**COMMUNITY DEVELOPMENT ADVISORY BOARD (CDAB)**  
**MINUTES OF MEETING CONDUCTED**  
**February 20, 2019**

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**MEMBERS PRESENT**

Pastor James T. Morris  
James R. Cowan  
John M. Crossman  
Nathaniel Jenkins  
Sara Cunnard

**MEMBERS ABSENT**

Rena Peterson  
Patty G. Cloy

**COUNTY STAFF**

Nancy Sharifi, Assistant Manager, HCD  
Janna Souvorova, Chief Planner, HCD  
Inalbert Ramos, Sr. Planning and Development Assistant, HCD  
Yetzenia Negrón, Sr. Planning and Development Assistant, HCD  
Gonzalo Loayza, Housing Assistant, HCD  
Elizabeth Rico, Administrative Assistant, HCD

**GUESTS**

There were no guests present

**I. PUBLIC COMMENTS**

A. Mr. Crossman opened the meeting. There were no public comments.

**II. APPROVAL OF THE MINUTES**

A. A motion by James T. Morris, seconded by Nathaniel Jenkins, to approve the minutes of the CDAB meeting held on December 19, 2018. Motion carried.

**III. NEW BUSINESS**

**A. Election of Chairman**

A motion by James T. Morris, seconded by Nathaniel Jenkins to elect John M. Crossman as the Chairman of the Community Development Advisory Board. Motion carried.

A motion by James Cowan, seconded by James T. Morris, to elect Sara Cunnard as the Co-Chairman of the Community Development Advisory Board. Motion carried.

**B. 2019-2020 Request for Applications (RFA) Process**

Ms. Souvorova reviewed the Request for Applications (RFA) process for the FY 2019-2020 Action Plan and the corresponding schedule of activities. Ms. Sharifi reported that this process may include the review of housing projects that may be partially funded with Community Development Block Grant,

Emergency Solutions Grant, and HOME Investment Partnership program funds, as well as other funds administered by the Division.

Ms. Souvorova reported that the RFA process includes a pre-award technical assistance workshop, which will be held on March 8, 2019. A public notice announcing the RFA will be published on March 2 (El Sentinel) and March 3 (Orlando Sentinel), 2019. The application period is from March 4 to April 5, 2019. Agency presentations are scheduled for April 15 and April 26, 2019, from 10:00 a.m. to 2:00 p.m. Funding recommendations will be discussed by the Board on May 15, 2019. The public hearing for FY 2019-2020 Annual Action Plan is scheduled for June 19, 2019.

Ms. Souvorova and Ms. Negrón reported that staff will be conducting community education meetings, participating in radio interviews, and scheduling a fair housing bus tour in April to support the County's fair housing initiatives. Ms. Sharifi reported that Orange County is assembling a "Housing for All" committee and subcommittees to address barriers in preserving and creating affordable housing. The Board discussed contacting faith-based organizations to be added to the mailing list for the initiatives.

CDAB members also discussed the challenges faced by groups in the community and low-income families in the Section 8 program. Board members acknowledged the need to have broader recommendations in the fair housing plan to include individuals experiencing homelessness.

**IV. OLD BUSINESS**

There was no old business to discuss.

**V. ADJOURNMENT**

A motion by James T. Morris, seconded by James Cowan to adjourn the meeting. Motion carried.

The meeting adjourned at 1:08 p.m.

Approved: \_\_\_\_\_

John M. Crossman  
CDAB Chairman

Date: 5/15/19

Attest: Elizabeth Rico

Elizabeth Rico

Date: 5/15/19

Housing and Community Development Division