

ORANGE COUNTY COMMUNITY & FAMILY SERVICES DEPARTMENT COMMUNITY ACTION BOARD

Meeting Minutes May 8, 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 May 8, 2019.

Chairman- Tarus C. Mack called the meeting to order at 4:10 p.m. A quorum was present at 4:12 p.m.

There was 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	5	5	0	0	01/06/2015	01/01/2019	12/31/2022
	1					03/12/2015	01/01/2019	12/31/2022
ROSE-NANCY JOSEPH	0	3	3	0	0	2/14/2019	2/14/2019	12/31/2019
	1					4/10/2019	4/10/2019	12/31/2019
COMM. MAYRA URIBE, Rep. (OCBCC)	0	3	3	0	0	2/14/2019	2/14/2019	12/31/2020
Cortez Whatley, Alternate	1					5/8/2019	5/8/2019	12/31/2020
COMM. MARIBEL GOMEZ CORDERO, Rep. (OCBCC)	1	5	3	0	2	2/13/2019	2/13/2019	2/12/2023
Mercedes Fonseca, Alternate	0					02/07/2017	02/07/2017	2/12/2023
MELISSA BYRD, Rep. (OCPS)	1	5	0	0	0	12/19/2017	12/19/2017	12/31/2021
PAMELA GOULD, Alternate	0							
Vacant, Rep. (City of Edgewood)	0	5	0	0	0	08/23/2016	09/14/2016	12/31/2020
OPEN, Alternate	0					06/14/2017	06/14/2017	12/31/2020
Mayor LYDIA A. PISANO (City of Belle Isle)	0	5	5	0	0	04/10/2018	04/10/2018	12/31/2021
OPEN, Alternate	0					02/13/2019	02/13/2019	12/31/2021
STATE REPRESENTATIVE BRUCE ANTONE, Rep.	0	5	5	0	0			
Hudie Stone, Alternate	1							
COUNCILMAN Tarus Mack, Rep.	1	5	5	0	0			
LADWYANA JORDAN, Alternate	0							

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	5	0	0	0			
Vacant, Alternate	0							
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	0	5	3	0	2	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.	0	5	3	0	2	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	4	0	0	0			
OPEN, Alternate	0							
(District 5) SABRINA PERSAUD, Rep.	0	5	2	0	3	02/24/2015	04/08/2015	04/7/2019
OPEN, Alternate	0							
(District 6) EVANGELINE RICHARDSON, Rep.	1	5	4	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large Districts 1, 2, and 6) BARBARA HOOSIER, Rep.	1	5	2	0	3	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large District 3,4 & 5) Vacant, Rep.	0	5	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	5	5	0	0	06/27/2007	02/10/2016	02/09/2020
	0					02/09/2011	02/10/2016	02/09/2020
MAXCINE PAINE-CRAWFORD, Alternate	0							
LEROY ROSE, III, Rep. (Religious Organizations)	0	5	2	0	3	02/04/2016	02/10/2016	02/11/2020
	0					10/12/2016	10/12/2016	02/11/2020
Suzanne Brown, Alternate	0							
DEBI MELI, Rep. (Private Social Service and Charitable Agencies)	0	5	4	0	1	09/12/2018	09/12/2018	09/11/2022
	0							
Vacant, Alternate	0							
MIMI COENEN, Rep. (Workforce Labor Organization)	1	5	5	0	0	04/26/2016	05/11/2016	05/10/2020
	0					10/11/2017	10/11/2017	05/10/2020
KARL ALLEN, Alternate	0							
JERIKA MOBLEY, Rep. (Private Community-based professional organization)	1	2	1	0	1	4/10/2019	4/10/2019	4/9/2023
	0							
VACANT, Alternate	0							
MARITZA VAZQUEZ., Rep. (Head Start Policy Council)	1	5	5	0	0	11/14/2018	11/14/2018	11/14/2022
	0					11/14/2018	11/14/2018	11/14/2022
LEAH ACKERMAN, Alternate	0							
DEXTER NELSON JR., Rep. (Major Employers)	1	5	5	0	0	3/13/2019	3/13/2019	3/12/2023
	0							
VACANT, Alternate	0							
VACANT, Rep.,(Business)	0	5	0	0	0			
	0							
Vacant, Alternate	0							

INTRODUCTION AND SEATING

Mrs. Catina Williams announced that there was one appointment of Mercedes Fonseca as her alternate for Commissioner Maribel Gomez Cordero, representing the Public Sector.

MOTION TO ACCEPT AND SEAT NEW BOARD MEMBERS

A motion to accept and seat Mercedes Fonseca as alternate to Commissioners Maribel Gomez Cordero representing the public sector.

Motion/Second: Comm. Dexter Nelson Jr. /Vivian Tindal

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

Action: The Board accepted and seated the board member appointments

ATTENDANCE

Board Members present: Dexter Nelson Jr., Maritza Vazquez, Commissioner Maribel Gomez Cordero, Mimi Coenen, Rose Nancy Joseph, Councilman Tarus C. Mack, Vivian Tindal, Evangeline Richardson, Barbara Hoosier, Cortez Whatley, Melissa Byrd, Jerika Mobley, and Hudie Stone

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

Guest: Ayesha Guillite, Joniece Ramchatatesingh, and Idoreyin Ruffin

PUBLIC COMMENTS

Ayesha Guillite shared her and her husband, Joseph Guillite's success story from the Family Self-Sufficiency Program (FSSP). Both Mrs. Guillite and her husband Joseph were enrolled in courses through the Community Action Family Self-Sufficiency Program. They have completed the courses and are now both employed, and are the business owners of The Noticeable Difference Telecommunications Company.

Joniece Ramchetesingh shared her and other Head Start parent's experience with the Getting Ahead program. Ms. Ramchetesingh expressed that they were able to create a plan for their future through the 15 week Getting Ahead/ Staying Ahead program. The clients received case management regarding jobs opportunities, referrals for counseling, and attorney assistance. The graduation for the program will be May 9th, at Frontline Outreach at 10:30am. They will move on to the Staying Ahead portion of the program after graduation.

MOTION TO ACCEPT AND APPROVE THE MINUTES

A motion to accept and approve the Community Action Board meeting minutes dated April 10, 2019 included in the meeting packet.

Motion/Second: Evangeline Richardson/Commissioner Maribel Gomez Cordero

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

Action: The Board accepted and approved the Community Action Board meeting minutes dated April 10 2019.

DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager

Mrs. Lavon Williams reminded the board members that May is Community Action Month. Each Community Center will host an open house. Community Action will participate in a number of Community Service events. Ms. Williams encourage board members to stop by the open house events if time permits. Mrs. Williams read the proclamation that was signed by the Orange County Mayor and Board of Commissioners. Mrs. Williams and board members recited the Community Action Promise.

COMMUNITY ACTION MEDIA UPDATE

Mrs. Lavon Williams gave the board a brief update on the Community Action Communication plan. The Community Action Month Calendar has been added to the Community Action website. East Orange and Pine Hills Community Centers now have a monthly newsletter. The Orange County, Florida Government Facebook page will have events and updates for the Community Action Division such as: LIFE Information for Elders events, and #IamOCFL Video on the front page for Community Action Month. There is a Newsroom story coming soon on our senior fitness classes (Newsroom.ocfl.net). There was an article published in the Orlando Sentinel on LGBTQ Alliance's Homelessness forum that was held at the Holden Heights Community Center on April 11th.

COMMUNITY CENTERS

The Community Centers had 25,610 visits during the month of April. A list of upcoming Community Center Events were included in the meeting packets.

Mrs. Lavon Williams gave a brief update of Community Center Events. The Darrell Armstrong Basketball Camp is starting on June 3. Sixty children will be able to attend free of charge. There will be 20 kids for each week of the 3 week camp. All Community Action Centers are participating in a Food Drive to support United Against Poverty (UAP). If anyone would like to donate please drop off at any Community Action Center before the May 22nd deadline. On April 24th, the U.S. Census held an on-site recruitment for full and part-time employment at John Bridges Community Center. The Taft Community Center held a Neighborhood Energy Saver Program on April 22nd.

LIHEAP

Mrs. Lavon Williams gave an update on the Low Income Home Energy Assistance Program (LIHEAP) for the 2019 Fiscal Year (FY) (April 1, 2019- March 31, 2020). Direct Client Assistance Budget - \$3.3 million; Total expenditure FY to date- \$367,917; total units of service- 684; and average assistance per household - \$312.

Weatherization

Mrs. Lavon Williams gave a brief overview of the Weatherization Assistance Program (WAP). Mrs. Williams informed the board that they are currently in the process of completion, with four forecasted to be completed during the month of May. One home was completed and submitted to the Department of Economic Opportunity (DEO) for the month of April. The WAP staff is contacting the next homes on the waiting list, as additional contractors are working with the program to allow WAP to service a greater number of homes. There are 175 homes on the active waiting list.

Office on Aging

Mrs. Lavon Williams gave a brief overview of the Office on Aging Program. The LIFE information for Elders' March presentation was on "Complementary Alternatives and energy medicine: an integrative approach to healing", and there were 73 attendees (88 RSVPs). The May Commission on Aging E-Newsletter received 1,088 opens and 503 total clicks. In the month of April there was a Senior Sensitivity "train-the-trainer" class. The 50+ FYI Expo at the Renaissance Senior Center will be held on May 17th from 9:30 a.m. to 2:30 p.m. There will be vendors, entertainment, and educational workshops. There will be a Senior Sensitivity training for the attendees of a May 28th legal conference.

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

Mrs. Lavon Williams gave a brief update on the Pine Hills Neighborhood Improvement District (NID). Award winning children's book author/illustrator Ethan Long and local muralist Joseph Starkweather worked with 60 volunteers to create a mural for the Pine Hills community. The wall is on Silver Star Road on the UCP property.

Community Services Block Grant (CSBG) Update

Mrs. Lavon Williams reported on the CSBG Quarterly Outcomes as of May 7, 2019 for the 2019 program year (April 1, 2019-March 31, 2020), as of April 1, 2019: Unemployed Adults that Obtained Employment- Achieved 2; Employed Participants that Provided Increase in Income and Benefits- Achieved 2; Unemployed Adults that Maintained Employment 90 Days or More- Achieved 1; Obtained Recognized Credential to Achieve Vocational Skills- Achieved 9; and Completed High School Diploma or GED- Achieved 0.

FINANCIAL REPORT

A copy of the Community Service Block Grant (CSBG) Budget Fiscal Year (FY) (April 1, 2019- March 31, 2020) as of April 30, 2019, was provided at the meeting.

A Report of the CSBG Modification Budget Summary as of April 30, 2019 expenditures was given. Total CSBG Administration expenditure- \$3,699.09; Total CSBG Program Expenditures- \$ 27,675.22; Total CSBG Direct Client Expenditures- \$28,962.62. Approximately 8% of The CSBG Budget has been spent as of April 30, 2019.

MOTION TO APPROVE THE FINANCIAL REPORT

A motion to accept and approve the CSBG Budget Summary for FY (April 1, 2019- March 30, 2020) as of April 30, 2019.

Motion/Second Mimi Coenen/Barbara Hoosier

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

Action: The Board accepted and approved the CSBG Budget Summary for FY (April 1, 2019- March 30, 2020) as of April 30, 2019.

Mrs. Lavon Williams announced that the Community Action Board Annual Training will be held on June 26, 2019 from 10:30am- 3:30pm at the Hal P. Marston Community Center @ 3933 W.D. Judge Drive, Orlando, FL 32808, Suites A & B. The Annual Training is an annual mandated training. There will be guest from the Orange County Attorney's office, who will speak on the Sunshine Law and Conflict of Interest aspects for the board. There will also be a guest from the Department of Economic Opportunity (DEO), who will speak on board governance. There will also be staff that speak on board governance from a local standpoint. Lunch will be provided.

COMMITTEE REPORTS

A copy of the Planning & Budget, Community Service, and Policy Advisory Committees meeting minutes, dated April 24, 2019 and April 26, 2019 were included in the May 8, 2019 packet.

PLANNING & BUDGET COMMITTEE REPORT

The Planning & Budget Committee met on April 24, 2019, at 10:30am at the Hal P. Marston Community Center. Ms. Vivian Tindal gave a brief overview of the Planning & Budget Committee report. Ms. Tindal shared the expenditures for the Budget Summary as of April 15, 2019 (Budget Summary as of April 15th was attached to the Planning and Budget report) Mrs. Tindal advised the board that because Community Action had not received the official documents as of the date of the report, they are continuing to use the funds allocated for the previous grant year. As of March, there were a little over \$200,000 left from the previous grant year. Ms. Tindal expressed the importance on each committee reporting back to the full board on the items presented at the committee meetings.

MOTION TO APPROVE THE PLANNING & BUDGET COMMITTEE REPORT

A motion to accept and approve the Planning & Budget Committee meeting minutes dated April 24, 2019

Motion/Second: Evangeline Richardson/Comm. Maribel Gomez Cordero

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

Action: The Board accepted and approved the Planning & Budget Committee meeting minutes dated April 24, 2019.

COMMUNITY SERVICE COMMITTEE REPORT

The Community Service Committee met on April 24, 2019 at 4:00pm at the Pine Hills Community Center. Mrs. Evangeline Richardson gave a brief overview of the Community Service Committee Report. Ms. Richardson informed the board that Ms. Trellany Williams gave a brief update on the Community Service outcomes for the previous grant year as well as the new grant year as of April 24, 2019. Ms. Richardson informed the board that Dr. Atalie Ashley West gave a brief update on the Community Action Communication Plan. The goals of the Communication plan are to increase compliance with the CSBG outputs, Increase strategic community partnership with non-profit entities who provide programs and services to low-income families, Educate Orange County residents about CAD services and resources, and Increase the visibility of Community Action Services and the CSBG board. There was a brief overview given at the Community Service committee meeting by Ms. Maleka Mobley on the Youth Employment program. Catina Williams and Trellany Williams gave a brief overview of the Community Action Month Calendar.

Ms. Mimi Coenen ensured the board that for the youth employment program, although there are not a lot of slots for employment, CareerSource will work with Community Action to try and find employment for those not participating in the program.

MOTION TO APPROVE THE COMMUNITY SERVICE COMMITTEE REPORT

A motion to accept and approve the Community Service Committee meeting minutes dated April 24, 2019.

Motion/Second: Comm. Maribel Gomez Cordero/Maritza Vasquez

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

Action: The Board accepted and approved the Community Service Committee meeting minutes dated April 24, 2019.

POLICY ADVISORY COMMITTEE REPORT

The Policy Advisory Committee met on April 26, 2019, at 9:00am, at the Pine Hills Community Center. Mr. Cortez Whatley gave a brief overview of the Policy Advisory Committee Report. The Policy Advisory Committee discussed a variety of issues such as membership status action, attendance, unexcused vs. excused absences, and recruitment. The recruitment for vacant seats such as community sector: At Large districts 3, 4, and 5, District 4, and District 1. We encourage the board's assistance in filling those seats. The Committee will be reviewing the CAB By-Laws. There were also discussions on quorum requirements. Dr. Atalie Ashley West gave an update on the FOCAS report at the Policy Advisory Committee Meeting.

MOTION TO APPROVE THE POLICY ADVISORY COMMITTEE REPORT

A motion to accept and approve the Policy Advisory Committee meeting minutes dated April 26, 2019.

Motion/Second: Vivian Tindal/ Comm. Maribel Gomez Cordero

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

Action: The Board accepted and approved the Policy Advisory Committee meeting minutes dated April 26, 2019.

HEAD START POLICY COUNCIL REPORT

Ms. Maritza Vasquez gave a brief update on the Head Start Policy Council. Head Start is currently in the recruitment season for the 2019-2020 school year. Any persons interested in completing an eligibility application for student ages 3-4 years old, may call 407-836-6590. Orange County Head Start has hosted the Getting Ahead program. The graduation for Getting Ahead will be held at Frontline on May 9th at 10:30am. Comm. Gomez Cordero will be a guest speaker at the graduation.

PUBLIC REPRESENTATIVE COMMENTS

Ms. Rose Nancy Joseph announced Orange County Children Services Commissions is hosting their phase 3 Children's services funding May 8th at the Pine Hills Community Council at 6pm.

PRIVATE REPRESENTATIVE COMMENTS

There were none

COMMUNITY REPRESENTATIVE COMMENTS

There were none

Mr. Idoreyin Ruffin gave a brief update on his experience with the FSSP program. Mr. Ruffin worked with Ms. Hattie Green in the FSSP program and received his CDL. Mr. Ruffin went from being a renter to a home owner after completing the program. He is now working for a company that he loves driving for.

MOTION TO ADJOURN

A motion to Adjourn

Motion/Second: Dexter Nelson Jr. /Evangeline Richardson

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

Action: Meeting Adjourned

ADJOURNED

5:11 p.m.


Debi Meli, Secretary/ Orange County Community Action Board

