



COMMUNITY ACTION BOARD

POLICY ADVISORY COMMITTEES MEETING

September 27, 2019, 9:00 a.m.

CAB Members present:

Debi Meli, Yesenia Baron, and Jerika Mobley

Staff: Lavon Williams, and Atalie Ashley West

Chair Debi Meli called the meeting to order at 9:10 a.m. A quorum was met.

Public Comments: No public comments were made.

A. Policy Advisory

Mrs. Lavon Williams gave the Policy Advisory report: **Vacancies: Community Sector-** The At-Large- Districts 3, 4, and 5, District 4, and District 1 seats representing the community sector are all vacant. Mrs. Williams advised the committee that she is currently working with the County Commissioners and Neighborhood services for the districts to figure out a way to get those seats filled. The city of Belle Isle and Edgewood seats representing the public sector is also vacant. Vacancies have been noticed and posted at all Community Action Community Centers. **Resignations:** Pastor Leroy Rose Rep. and Suzanne Brown, Alt. have expressed the need to resign from the Community Action Board(CAB) due to their schedules being unable to accommodate CAB schedule. Pastor Rose will assist with finding a replacement. **Term Expirations:** Hezekiah Bradford/Mina Robinson's 1st term expired 3/10/19, but the member unit will serve until reappointed for a 2nd term or a replacement is appointed; **Appointment/Continuation Letters:** We received the appointment paperwork for Major Employers- Marcos Pizza for Yesenia Baron as representative and Edwin Baron as alternate representing the private sector and they were seated at the September 11th CAB meeting.

B. Other Business

Needs Assessment

Dr. Atalie Ashley West advised the board that it is their duty as the Policy Advisory Committee to oversee and make recommendations to the Community Action Policies and By-Laws. A copy of the Community Action Board (CAB) By-Laws was provided at the meeting. Dr. West gave a brief overview of the Orange County Community Action Needs Assessment. The data types that are included in the needs assessment shows the economic and demographics components of Orange County. These components include data such as educational, living arrangements, transportation, and how many women are business owners. The data then transitions into statistics such as persons living in poverty. The assessment also shows data comparing Orange County's assessment to persons living in poverty. There is also a section included on health and healthcare characteristics. Ms. Yesenia Baron asked if the data in the Needs Assessment include families with children with special needs. Specific data regarding families with children with special needs is not included in the Community Action Needs Assessment. A recommendation to include that information was made.

*Policy Advisory Committee
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By-Laws Review

Chairperson Debi Meli made the committee aware of a typo in Article VI, Section B-7. Dr. West gave a brief review of the prior meeting in regards to communications between the representative and alternate to ensure attendance to all meeting. It was decided that, as a best practice, representatives will communicate with their alternates if they are unable to attend a CAB meeting, so that the alternate may attend in their absence. Dr. West gave a brief review of **Article V, Section A** of Community Action By-Laws regarding **Conflict of Interest**. Ms. Jerika Mobley suggested that we add domestic partner to the list of relatives that fall under the Conflict of Interest list of immediate family members.

Meeting adjourned at 10:08 a.m.