

**ORANGE COUNTY COMMUNITY & FAMILY SERVICES DEPARTMENT
COMMUNITY ACTION BOARD
Meeting Minutes
March 11, 2020**

The Community and Family Services Department Community Action Board (CAB) met at the Board of County Commissioner Chambers, 201 S. Rosalind Avenue, Orlando, Florida 32801 on March 11, 2020.

Vice Chair- Barbara Hoosier called the meeting to order at 4:10 p.m. A quorum was present.

There was a moment of silence and The Pledge of Allegiance followed.

Instructions: Present = 1 Absent = 0 Absence Waived = 0*

2020 Attendance Record

Sector	Unit Attendance					Term		
Member	Meetings Held	Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration	
I. PUBLIC								
COMM. VICTORIA P. SIPLIN, Rep. (OCBCC)	0	3	3	0	0	01/06/2015	01/01/2019	12/31/2022
Rose-Nancy; Joseph, Alternate	1					03/12/2015	01/01/2019	12/31/2022
COMM. MAYRA URIBE, Rep. (OCBCC)	0	3	2	0	1	2/14/2019	2/14/2019	12/31/2019
Cortez Whatley, Alternate	1					4/10/2019	4/10/2019	12/31/2019
COMM. MARIBEL GOMEZ CORDERO, Rep. (OCBCC)	1	3	3	0	0	2/14/2019	2/14/2019	12/31/2020
Mariely Velez, Alternate	0					3/11/2020	3/11/2020	12/31/2020
MELISSA BYRD, Rep. (OCPS)	1	3	3	0	0	2/13/2019	2/13/2019	2/12/2023
OPEN, Alternate	0							
COUNCILMAN ELIAS CHOTAS, Rep. (City of Edgewood)	1	3	3	0	0	10/22/2019	10/22/2019	12/31/2021
MAYOR JOHN DOWLESS, Alternate	0							
SUSANNE NIELSEN, Rep. (City of Belle Isle)	1	3	2	0	1	10/22/2019	10/22/2019	12/31/2021
OPEN, Alternate	0							
STATE REPRESENTATIVE BRUCE ANTONE, Rep.	0	3	3	0	0	08/23/2016	09/14/2016	12/31/2020
Hudie Stone , Alternate	1					06/14/2017	06/14/2017	12/31/2020
COUNCILMAN Tarus Mack, Rep.	0	3	3	0	0	04/10/2018	04/10/2018	12/31/2021
Diali Coll-Mercado, Alternate	1					02/12/2020	02/12/2020	12/31/2021

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	3	0	0	0			
OPEN, Alternate		0							
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.		0	3	2	0	1	03/03/2015	03/11/2015	03/10/2019
Mina Robinson, Alternate		1					11/09/2016	11/09/2016	03/10/2019
(District 3) ABIGAIL CROCKET, Rep.		0	3	1	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	2	0	0	0			
OPEN, Alternate		0							
(District 5) SABRINA PERSAUD, Rep.		0	3	1	0	2	02/24/2015	04/08/2015	04/7/2019
OPEN, Alternate		0							
(District 6) EVANGELINE RICHARDSON, Rep.		1	3	3	0	0	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate		0							
(At-Large Districts 1, 2, and 6) BARBARA HOOSIER, Rep.		1	3	3	0	0	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate		0							
(At-Large District 3,4 & 5) Vacant, Rep.		0	3	0	0	0			
Vacant, Alternate		0							

Sector	Member	Meetings Held	Unit Attendance			Term		
			Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
III. PRIVATE								
VIVIAN TINDAL, Rep. <i>(Minority Organizations)</i>	1	3	3	0	0	06/27/2007	02/10/2016	02/09/2020
VACANT, Alternate	0							
Vacant, Rep. <i>(Religious Organizations)</i>	0	3	0	0	0			
Vacant, Alternate	0							
DEBI MELI, Rep. <i>(Private Social Service and Charitable Agencies)</i>	1	3	3	0	0	09/12/2018	09/12/2018	09/11/2022
Vacant, Alternate	0							
MIMI COENEN, Rep. <i>(Workforce Labor Organization)</i>	0	3	2	0	1	04/26/2016	05/11/2016	05/10/2020
KARL ALLEN, Alternate	0					10/11/2017	10/11/2017	05/10/2020
JERIKA MOBLEY, Rep. <i>(Private Community-based professional organization)</i>	1	3	2	0	1	4/10/2019	4/10/2019	4/9/2023
VACANT, Alternate	0							
MARITZA VAZQUEZ., Rep. <i>(Head Start Policy Council)</i>	1	3	3	0	0	11/14/2018	11/14/2018	11/14/2022
LEAH ACKERMAN, Alternate	0					11/14/2018	11/14/2018	11/14/2022
DEXTER NELSON JR., Rep. <i>(Major Employers)</i>	0	3	1	0	2	3/13/2019	3/13/2019	3/12/2023
VACANT, Alternate	0							
Yesenia Baron, Rep., <i>(Business)</i>	1	3	3	0	0	09/11/2019	09/11/2019	09/10/2023
Vacant, Alternate	0							

INTRODUCTION AND SEATING

Mrs. Catina Williams announced that there was one appointment for today's meeting. Commissioner Maribel Gomez-Cordero recommends the appointment of Mariely Velez as Commissioner Gomez-Cordero's alternate representing District 4 for the Public Sector.

MOTION TO ACCEPT AND SEAT NEW BOARD MEMBERS

A motion to accept and seat Mariely Velez as Commissioner Gomez-Cordero's alternate representing District 4 for the Public Sector.

Motion/Second: Evangeline Richardson/Debi Meli

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

Action: The Board accepted and seated the board member appointments

ATTENDANCE

Board Members present: Maritza Vasquez, Diali Coll-Mercado, Barbara Hoosier, Commissioner Maribel Gomez-Cordero, Vivian Tindal, Yesenia Baron, Melissa Byrd, Debi Meli, Rose-Nancy Joseph, Evangeline Richardson, Jerika Mobley, Commissioner Sue Nielsen, Hudie Stone, Mina Robinson, and Councilman Elias Chotas

Staff members present: Lavon Williams, Trellany Williams, Maleka Mobley, and Catina Williams.

PUBLIC COMMENTS

There were none.

COMMUNITY ACTION BOARD MEETING MINUTES

A copy of the Community Action Board Meeting Minutes dated February 12, 2020 was included in the meeting packet.

MOTION TO ACCEPT AND APPROVE THE MEETING MINUTES

A motion to accept and approve the Community Action Board meeting minutes dated February 12, 2020 included in the meeting packet.

Motion/Second: Councilman Elias Chotas/Vivian Tindal.

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

DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager

Mrs. Lavon Williams and board members recited the Community Action Promise. Mrs. Williams gave an update on the Community Action Division services.

COMMUNITY CENTERS

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 Community Centers had over 22,000 visits during the month of February. The 2020 Census held a canvassing day on March 7th at John Bridges, Pine Hills, and Holden Heights Community Centers. There will be Center Poll locations on March 17th for the Primary Election at East Orange, John Bridges, Pine Hills, and Taft. Florida Voters League will host 2020 Census workshops East Orange, on March 12th, Taft on March 19th, and John Bridges on March 26th. Hal Marston will host Fair Housing & Renters Education Workshop on March 19th from 6pm-8pm. Holden Heights Community Center will host a Connecting People with Employment job fair on April 7th from 10am-2pm. John Bridges Community Center will host a Disability Resource Workshop on March 31st from 10am-2pm.

LIHEAP

Mrs. Lavon Williams gave an update on the Low Income Home Energy Assistance Program (LIHEAP) for the 2019-2020 Fiscal Year (FY) (April 1, 2019- March 31, 2020). Direct Client Assistance Budget - \$3.4 million; Total expenditure FY to date- \$2,521,238; total units of service- 7,698; and average assistance per household - \$329. The LIHEAP program held two outreach events. On February 11, 2020 at the East Orange Community Center 47 citizens attended and at Pine Hills Community Center, on February 25, 2020, 36 citizens attended. Mrs. Williams expressed that during tax season the need for LIHEAP service is usually lower than usual.

Senior Climate Efficiency Program

Mrs. Lavon Williams gave a brief update on the Senior Climate Efficiency Program (SCEP). SCEP has launched and began serving low-income seniors with air conditioning/heat system repair and replacement. The program has completed system replacements on 7 homes since the beginning of January. The division's goal is to serve 10-12 homes this fiscal year with the provisional budget. Initially, there was approximately \$75,000 set aside for this program and SCEP was able to expend all funds. Although the Osceola Council on Aging has been designated by The Department of Economic Opportunity (DEO), to administer the Weatherization Assistance Program (WAP) in Orange County, we are still facilitating any Orange County Citizens that are eligible for those services.

Office on Aging

Mrs. Lavon Williams gave a brief overview of the Office on Aging Program. The LIFE Information for Elders February 20th seminar was on Data Protection and Security for Seniors, and they had 119 RSVPs and 90 attendees. The March 19th seminar will be on “Troubling trends in scams.” The Commission on Aging’s March E- Newsletter had 959 opens and 443 clicks. The Top clicks were on County’s Senior Climate Efficiency Program, Arts & Wellness Fair, and New York Times article on “how to fall and get back up.” In February, two segments of the Vital Living Forums were taped at Holden Heights. In March the Elder Ambassadors will attend the Annual Parkinson’s conference at the Orlando Public Library’s Community Resource Fair. Office on Aging will be conducting Senior Sensitivity Training at Head Start and Cooperative Extension in March. Office on Aging is actively looking for Elder Ambassadors.

Community Services Block Grant (CSBG) Update

Mrs. Lavon Williams reported on the CSBG Quarterly Outcomes as of March 9, 2020, for the 2019 program year (April 1, 2019 -March 31, 2020). Unemployed Adults that Obtained Employment- Goal 100 Achieved 7 (78%) (Actively Monitoring 29) Employed Participants that Provided Increase in Income and Benefits- Goal 35 Achieved 34 (97%) (Actively Monitoring 11); Unemployed Adults that Maintained Employment 90 Days or More- Goal 40 Achieved 23 (57%) (Actively Monitoring 31); Obtained Recognized Credential to Achieve Vocational Skills- Goal 125 Achieved 77 (62%) (Actively Monitoring 29); and Completed High School Diploma or GED- Goal 5 Achieved 1 (20%) (Actively Monitoring 5).

FINANCIAL REPORT

A copy of the Community Service Block Grant (CSBG) Budget Fiscal Year (FY) (April 1, 2019- March 31, 2020) as of February 17, 2020, was provided in the meeting packet.

A Report of the CSBG Budget Summary expenditures was given to the board. Total Budget Allocation-\$1,805,863.00 and Total Contract Allocation Balance as of February 17, 2020- \$314,713.29 with approximately 83% of The CSBG Budget has been spent as of February 17, 2020. Community Action is confident that they will spend 100% of funds by the end of the program year.

MOTION TO APPROVE THE FINANCIAL REPORT

A motion to accept and approve the CSBG Budget Summary for FY (April 2018- March 2020) as of February 17, 2020.

Motion/Second Comm. Evangeline Richardson/Maritza Vasquez

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

Action: The Board accepted and approved the CSBG Budget Summary for FY (April 2018- March 2020) as of February 17, 2020.

Mrs. Lavon Williams announced the promotion of Trellany Williams, who is now the Divisions Administrator, replacing Dr. Atalie Ashley West who resigned. Mrs. Williams also announced Ms. Rachel McCoy has resigned her position as Project Coordinator.

COMMITTEE REPORTS

A copy of the Combined Committee Meeting minutes, dated February 26, 2020 and February 28, 2020, were included in the March 11, 2020 meeting packet.

Ms. Vivian Tindal gave a brief review of the Planning and Budget Committee Meeting report. Ms. Barbara Hoosier gave a brief review of the Community Service Committee Report. Ms. Debi Meli gave a brief review of the Policy Advisory Committee Report.

MOTION TO APPROVE THE COMMITTEE REPORTS DATE FEBRUARY 26, 2020 AND FEBRUARY 28, 2020.

A motion to accept and approve the Committee Reports dated February 26, 2020 and February 28, 2020.

Motion/Second Comm. Vivian Tindal/Yesenia Baron

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

Action: The Board accepted and approved the Committee Reports dated February 26, 2020 and February 28, 2020.

HEAD START POLICY COUNCIL REPORT

Ms. Maritza Vasquez gave a brief update on the Head Start Policy Council. Orange County Head Start need 837 children for the 2020-2021 school year. Orange County Head Start will hold their first 2020-2021 school year recruitment fair on March 14th, 9am-2pm, at Taft, John Bridges Pine Hills, Bithlo, and Southwood Head Start locations. If anyone needs any further information please call 407-836-6590. Walk-ins are welcomed. All participant must have the required documents such as: Birth Certificate, Immunization, Photo ID, proof of income for the past 12 months, Social Security cards, and completed school physical forms. Head Start was a vendor at one of Commissioner Mayra Uribe's events and had the opportunity to recruit during the event. Head Start is providing parents with information on Corona Virus updates.

Mrs. Lavon Williams advised the board that Family Service is also taking precautions by increase sanitation efforts and providing signage and sanitizing stations throughout the facilities regarding safe practices.

PUBLIC REPRESENTATIVE COMMENTS

Ms. Rose-Nancy Joseph announced that Commissioner Victoria Siplin will be taking 30 High School Students to Universal Studios. The students will learn about career options in the housing and hospitality industry through mentoring workshops. This event will take place on Wednesday, March 18th. Registration is closed due to all slots being filled quickly.

PRIVATE REPRESENTATIVE COMMENTS

There were none.

COMMUNITY REPRESENTATIVE COMMENTS

There were none.

MOTION TO ADJOURN

A motion to Adjourn

Motion/Second: Vivian Tindal/Jerika Mobley

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

Action: Meeting Adjourned

MEETING ADJOURNED

4:42 p.m.

Evangeline Richardson, Secretary/ Orange County Community Action Board