

**ORANGE COUNTY COMMUNITY & FAMILY SERVICES DEPARTMENT
COMMUNITY ACTION BOARD**

**Meeting Minutes
April 14, 2021**

The Community and Family Services Department Community Action Board (CAB) met at Commission Chambers, 201 S. Rosalind Avenue, Orlando, FL 32801 on April 14, 2021.

Chairman – Tarus C. Mack called the meeting to order at 4:09 p.m. A quorum was present at 4:31 p.m.

There was a moment of silence followed by the Pledge of Allegiance.

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

2021 Attendance Record I

Sector	Member	Meetings Held	Unit Attendance			Term		
			Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
I. PUBLIC								
COMM. ELECT NICOLE H. WILSON, Rep. (OCBCC)	0	4	3	0	1	12/15/2021	12/15/2021	12/31/2022
	1					3/10/2021	3/10/2021	12/31/2022
Lee Perry, Alternate								
COMM. MAYRA URIBE, Rep. (OCBCC)	0	4	4	0	0	2/14/2019	2/14/2019	12/31/2023
	1					4/10/2019	4/10/2019	12/31/2023
Cortez Whatley, Alternate								
COMM. MARIBEL GOMEZ CORDERO, Rep. (OCBCC)	0	4	4	0	0	2/14/2019	12/15/2020	12/31/2024
	1					3/11/2020	12/15/2020	12/31/2024
Mariely Velez, Alternate								
MELISSA BYRD, Rep. (OCPS)	1	4	3	0	1	2/13/2019	2/13/2019	2/12/2023
	0							
OPEN, Alternate								
COUNCILMEMBER SUSAN LOMAS, Rep. (City of Edgewood)	1	4	2	0	2	3/10/2021	3/10/2021	12/31/2021
	0					11/22/2019	11/22/2019	12/31/2021
MAYOR JOHN DOWLESS, Alternate								
SUSANNE NIELSEN, Rep. (City of Belle Isle)	1	4	1	0	3	10/22/2019	10/22/2019	12/31/2021
OPEN, Alternate								
OPEN, Rep.		4	0	0	0			
OPEN, Alternate								
COUNCILMAN Tarus Mack, Rep.	1	4	3	0	1	04/10/2018	04/10/2018	12/31/2021
	0					02/12/2020	02/12/2020	12/31/2021
Diali Coll-Mercado, Alternate								

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	4	0	0	0				
OPEN, Alternate	0								
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	0	4	2	0	2	03/03/2015	11/11/2020	11/10/2024	
Monique Morris, Alternate	0					11/11/2020	11/11/2020	11/10/2024	
(District 3) ABIGAIL CROCKET, Rep.	1	4	2	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	4	1	0	3	02/24/2015	06/12/2019	06/11/2023	
OPEN, Alternate	0								
(District 6) EVANGELINE RICHARDSON, Rep.	0	4	2	0	2	10/11/2017	10/11/2017	10/10/2021	
OPEN, Alternate	0								
(At-Large Districts 1, 2, and 6) BARBARA HOOSIER, Rep.	0	4	2	0	2	10/11/2017	10/11/2017	10/10/2021	
OPEN, Alternate	0								
(At-Large District 3,4 & 5) LARRY GLINZMAN, Rep.	0	4	0	0	4	1/13/21	1/13/21	1/12/25	
OPEN, 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	4	2	0	1	06/27/2007	01/13/2021	01/12/2025
VACANT, Alternate	0							
BISHOP SYLVESTER ROBINSON, Rep. (Religious Organizations)	0	4	3	0	1	11/11/2020	11/11/2020	11/10/2024
Vacant, Alternate	0							
DEBI MELI, Rep. (Private Social Service and Charitable Agencies)	1	4	4	0	0	09/12/2018	09/12/2018	09/11/2022
Vacant, Alternate	0							
CLIFFORD MARVIN, Rep. (Workforce Labor Organization)	0	4	1	0	3	04/26/2016	06/16/2020	06/15/2025
KARL ALLEN, Alternate	0					10/11/2017	06/16/2020	06/15/2025
JERIKA MOBLEY, Rep. (Private Community-based professional organization)	0	4	0	0	4	4/10/2019	4/10/2019	4/9/2023
VACANT, Alternate	0							
AQUILA DRAYTON., Rep. (Head Start Policy Council)	1	4	4	0	0	11/14/2018	11/14/2018	11/14/2022
JESSICA LOVELADY, Alternate	0					11/14/2018	11/14/2018	11/14/2022
DEXTER NELSON JR., Rep. (Major Employers)	1	4	3	0	1	3/13/2019	3/13/2019	3/12/2023
VACANT, Alternate	0							
Yesenia Baron, Rep.,(Business)	1	4	2	0	2	09/11/2019	09/11/2019	09/10/2023
Vacant, Alternate	0							

ATTENDANCE

Board Members present: Aquila Drayton, Mariely Velez, Lee Perry, Cortez Whatley, Vivian Tindal, Melissa Byrd, Susan Lomas, Dexter Nelson, Yesenia Baron, Tarus Mack, Sue Nielsen, Abigail Crocket, and Debi Meli.

Staff members present: Trellany Williams, Catina Williams, Jacquelyn Muse, and Lavon Williams.

PUBLIC COMMENTS

There were none.

CONSENT AGENDA ITEMS- Approval Requested

1. INTRODUCTIONS AND SEATINGS:

There were none.

2. BOARD COMMITTEE REPORTS, MINUTES & ACTION ITEMS

There were none.

3. COMMUNITY ACTION BOARD MEETING MINUTES

A copy of the Community Action Board Meeting Minutes dated March 10, 2021, was included in the meeting packet.

DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager

Mrs. Lavon Williams recited the Community Action Promise and gave a brief update on the Community Action Services.

COMMUNITY CENTERS

Mrs. Lavon Williams announced to the board that although the centers are in the first phase of re-opening, the centers have received approximately 11,687 visits during the month of March 2021. The Community Centers are assisting citizens with registration and locating places administering the COVID-19 vaccine. Over 400 referrals made including for domestic violence, and mental health. Over 500 Food boxes were distributed. The Community Centers had 197 people volunteered with over 860 volunteer hours. One hundred twenty-six citizens received COVID-19 immunization. Twelve citizens benefitted from Life Skills Coaching. Due to the first phase of re-opening of Orange County Community Centers, we have begun to gradually open up and have started the staffing process to support the reopening. The centers are allowing partners to meet with individuals one on one. We are also reinstating license agreements to accommodate rentals once the centers are fully opened.

LIHEAP

Mrs. Lavon Williams gave an update on the Low-Income Home Energy Assistance Program (LIHEAP) Direct Client Assistance Expenditures: Total Monthly expenditure YTD- \$352,309; total monthly units of service- 688; and average assistance per household - \$512; YTD Expenditures - \$9,211,686; YTD Units of Service -17,825; Average Assistance per Household - \$517. Mrs. Williams expressed that due to tax season the number of applicants has decreased.

Senior Climate Efficiency Program (SCEP)

Mrs. Lavon Williams gave a brief update on the Senior Climate Efficiency Program (SCEP). SCEP serves low-income seniors by providing air conditioning/heat system repair and replacements. The program has completed system replacements in 27 homes since the beginning of the 2020-2021 fiscal year. The program has also begun providing homes with hot water heater replacements and other weatherization upgrades utilizing grant funding from the Florida Department of Agriculture and Consumer Services.

Office on Aging

Mrs. Lavon Williams gave a brief overview of the Office on Aging Program Highlights. The March Monthly issue of the Commission on Aging E-Newsletter received 895 opens and 826 clicks. The E-Newsletter produced 6 weekly issues in the month of March. LIFE Information for Elders' March seminar on "Health and Wellness Gems at UF/IFAS Extension in Orange County" had 21 attendees. The Spanish version of the *Community Resources for Elders* has been released. Two Vital Living forums were taped in March: Holistic approaches to managing anxiety & mental health and What COVID-19 has taught us about financial & legal planning. Those tapings may be viewed on Orange TV as well as their YouTube page. We were approved to reclassify a Project Coordinator position for the Office on Aging, that will be responsible for the Elder Ambassador program and a Liaison for the Senior program in all of the community centers.

Community Services Block Grant (CSBG) Update

Mrs. Lavon Williams reported on the CSBG Quarterly Outcomes as of March 31st: *Unemployed Adults that Obtained Employment- Goal 100 Achieved 20 (20%); Employed Participants that Provided Increase in Income - Goal 35 Achieved 19 (54%); Unemployed Adults that Maintained Employment 90 Days or More- Goal 40 Achieved 15 (38%); Obtained Recognized Credential to Achieve Vocational Skills- Goal 100 Achieved 61 (61%); and Completed High School Diploma or GED- Goal 5 Achieved 0 (0%); **Achieved and Maintained Capacity to meet basic needs, Achieved 1435 (Utility Assistance)***. Mrs. Williams expressed that the outcomes do not include CARES ACT Funding because they are still working through agreements.

FINANCIAL REPORT

A copy of the Community Service Block Grant (CSBG) Budget Fiscal Year (FY) (April 1, 2020- March 31, 2021) as of April 1, 2021 was provided in the meeting packet.

Mrs. Lavon Williams gave a report of the CSBG Percentages of Budget Used: CSBG Administrative Services used 29%; CSBG Program Services percentage used 63%; CSBG Direct Client assistance percentage used 73%; 64% of budget spent for our regular CSBG funds. The Cares Act Funds Current Budget is \$1,241,021.00, with 5% expended for CSBG Program Services.

FACA 2021 VIRTUAL CONFERENCE

Mrs. Lavon Williams reported to the board that the Florida Association of Community Actions'(FACA) 2021 Virtual Conference will be held May 17th -18th and we will need to vote on two board members to attend the conference. Mrs. Williams notified the board that School Board Member Melissa Byrd, Aquila Drayton, and Diali Coll-Mercado expressed interest in attending the conference. After brief discussions, it was decided that Aquila Drayton and Diali Coll-Mercado will attend the FACA 2021 Virtual Conference.

FSSP SUCCESS STORIES

Mrs. Jacquelyn Muse gave a brief overview of a Family-Self Sufficiency Client Success Story. Mr. Benjamin was able to achieve self-sufficiency due to FSSP program services such as: Tuition Assistance, Utility Assistance, Employment Services, Support Counseling, and Employability Skills.

MOTION TO ACCEPT AND APPROVE THE MEETING MINUTES

A motion to accept and approve the Community Action Board meeting minutes dated March 10, 2021.

Motion/Second: Dexter Nelson Jr./Yesenia Baron.

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

Action: The Board accepted and approved the Meeting Minutes dated March 10, 2021.

MOTION TO APPROVE THE DIVISION MANAGERS PROGRAM REPORTS

A motion to accept and approve the Division Managers Program Report.

Motion/Second Melissa Byrd/Dexter Nelson

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

Action: The Board accepted and approved the Division Managers Program Report.

MOTION TO APPROVE THE CSBG FINANCIAL REPORT

A motion to accept and approve the Financial Reports.

Motion/Second: Yesenia Baron/Abigail Crocket

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

Action: The Board accepted and approved the Financial Report.

MOTION TO APPROVE AQUILA DRAYTON AND DIAL COLL-MERCADO TO ATTEND THE 2021 FACA VIRTUAL CONFERENCE

A motion to accept and approve Aquila Drayton and Diali Coll-Mercado to attend the 2021 FACA Virtual Conference.

Motion/Second: Comm. Nicole H. Wilson/Dexter Nelson

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

Action: The Board accepted and approved Aquila Drayton and Diali Coll-Mercado to attend the 2021 FACA Virtual Conference.

HEAD START POLICY COUNCIL REPORT

Ms. Aquila Drayton gave a brief introduction of herself and update on the Head Start Policy Council. The Orange County Head Start Program will be servicing all Head Start students in the month of June for

additional learning time. This program helps students to reach the highest learning goals. The Head Start Program was notified that there had been a 2-billion-dollar investment by The American Rescue Plan to the program. The Head Start Program is encouraging parents to register their 3 and 4-year old children for the Head Start program's 2021-2022 school year. If anyone is interested please call the Head Start office at 407-836-6590 or apply at www.ocfl.net.

PUBLIC REPRESENTATIVE COMMENTS

Ms. Melissa Byrd encouraged the board to spread the word that Florida Legislations in session and will be voting on Senate Bill 86 which pertains to the Bright Futures Scholarship and changes that may be made that will be detrimental to the funding model. Ms. Byrd also shared with the board that COVID-19 Vaccinations are available in Orange County and anyone interested please visit www.OCPS.net for more information on locations.

Mr. Cortez Whatley informed the board that District 3 will be hosting a virtual Town Hall Meeting on April 22nd regarding Emergency Rental Assistance. There will be a session in English from 6pm-7pm and in Spanish at 7pm- 8pm.

PRIVATE REPRESENTATIVE COMMENTS

There were none.

COMMUNITY REPRESENTATIVE COMMENTS

There were none.

MOTION TO ADJOURN

A motion to Adjourn

Motion/Second: Vivian Tindal/Dexter Nelson.

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

Action: Meeting Adjourned

MEETING ADJOURNED

4:58 p.m.



Evangeline Richardson, Secretary/ Orange County Community Action Board