

ORANGE COUNTY COMMUNITY & FAMILY SERVICES DEPARTMENT COMMUNITY ACTION BOARD

Meeting Minutes
September 9, 2020

The Community and Family Services Department Community Action Board (CAB) met via Orange County Via Webex <https://ocfl-webex.com>; Meeting number (access code): 133 446 2406; Meeting password: CKfmcxYN636 on September 9, 2020.

Chair – Tarus C. Mack called the meeting to order at 4:05 p.m. A quorum was present at 4:07 p.m.

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

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

2020 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	6	6	0	0	01/08/2015	01/01/2019	12/31/2022
	1					03/12/2015	01/01/2019	12/31/2022
Rose-Nanoy, Joseph, Alternate								
COMM. MAYRA URIBE, Rep. (OCBCC)	0	6	5	0	1	2/14/2019	2/14/2019	12/31/2023
	1					4/10/2019	4/10/2019	12/31/2023
Cortez Whitley, Alternate								
COMM. MARIBEL GOMEZ CORDERO, Rep. (OCBCC)	1	6	6	0	0	2/14/2019	2/14/2019	12/31/2020
	1					3/11/2020	3/11/2020	12/31/2020
Marley Velez, Alternate								
MELISSA BYRD, Rep. (OCP5)	1	6	6	0	0	2/13/2019	2/13/2019	2/12/2023
	0							
OPEN, Alternate								
COUNCILMAN ELIAS CHOTAS, Rep. (City of Edgewood)	1	6	6	0	0	10/22/2019	10/22/2019	12/31/2021
	0							
MAYOR JOHN DOWLESS, Alternate								
SUSANNE NIELSEN, Rep. (City of Belle Isle)	1	6	3	0	3	10/22/2019	10/22/2019	12/31/2021
	0							
OPEN, Alternate								
STATE REPRESENTATIVE BRUCE ANTOINE, Rep.	0	6	5	0	1	08/23/2016	08/14/2016	12/31/2020
	0					06/14/2017	06/14/2017	12/31/2020
Hudie Stone, Alternate								
COUNCILMAN Tarus Mack, Rep.	1	6	6	0	0	04/10/2018	04/10/2018	12/31/2021
	0					02/12/2020	02/12/2020	12/31/2021
Orall 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	6	0	0	0			

OPEN, Alternate	0							
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	0	6	3	0	3	03/03/2015	03/11/2015	03/10/2019
Mina Robinson, Alternate	0					11/09/2018	11/09/2018	03/10/2019
(District 3) ABIGAIL CROCKET, Rep.	1	6	3	0	3	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	5	0	0	0			
OPEN, Alternate	0							
(District 5) SABRINA PERSAUD, Rep.	1	6	3	0	3	02/24/2015	04/08/2015	04/7/2018
OPEN, Alternate	0							
(District 6) EVANGELINE RICHARDSON, Rep.	1	6	5	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	6	5	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large District 3 & 5) Vacant, Rep.	0	6	0	0	0			
Vacant, Alternate	0							

Sector		Unit Attendance				Term		
III. PRIVATE	Member	Meetings Held	Present	Waived	Absent	Original Appl. Date	Current Term Start Date	Current Term Expiration
VIVIAN TINDAL, Rep. (Minority Organizations)	1	6	6	0	0	06/27/2007	02/10/2016	02/09/2020
VACANT, Alternate	0							
Vacant, Rep. (Religious Organizations)	0	6	0	0	0			
Vacant, Alternate	0							
DEBI MELI, Rep. (Private Social Service and Charitable Agencies)	1	6	6	0	0	08/12/2016	09/12/2016	09/11/2022
Vacant, Alternate	0							
CLIFFORD MARVIN, Rep. (Workforce Labor Organization)	1	6	5	0	1	04/28/2016	05/11/2016	05/10/2020
KARL ALLEN, Alternate	0					10/11/2017	10/11/2017	05/10/2020
JERIKA MOBLEY, Rep. (Private Community)		6	5	0	1			

based professional organization)	1					4/10/2019	4/10/2019	4/9/2023
VACANT, Alternate	0							
MARITZA VAZQUEZ, Rep. (Head Start Policy Council)	1	6	6	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. (Major Employers)	0	6	2	0	4	3/13/2019	3/13/2019	3/12/2023
VACANT, Alternate	0							
Yesenia Baron, Rep., (Business)	1	6	6	0	0	09/11/2019	09/11/2019	09/10/2023
Vacant, Alternate	0							

INTRODUCTION AND SEATING

Mrs. Catina Williams announced that there were no new appointment for today's meeting.

ATTENDANCE- Roll Call

Board Members present: Maritza Vasquez, Councilman Tarus C. Mack, Commissioner Maribel Gomez-Cordero, Mariely Velez, Vivian Tindal, Yesenia Baron, Melissa Byrd, Debi Meli, Rose-Nancy Joseph, Clifford Marvin, Jerika Mobley, Cortez Whatley, Barbara Hoosier, Commissioner Susan Nielsen, Sabrina Persaud, Abigail Crocket, and Councilman Elias Chotas

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

PUBLIC COMMENTS

There were none.

COMMUNITY ACTION BOARD MEETING MINUTES

A copy of the Community Action Board Meeting Minutes dated June 10, 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 June 10, 2020 included in the meeting packet.

Motion/Second: Melissa Byrd/Yesenia Baron.

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

DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager

Mrs. Lavon Williams recited the Community Action Promise followed by an update on the Community Action Division services.

CARES ACT

Mrs. Lavon Williams gave an update on the CARES Act Funding. In August, Community Action has launched the Newgen/Fastrack Online Application for LIHEAP due to Covid-19. At this time there will be no telephone or in person interviews conducted. The online application is available Monday thru Friday 8am-12noon. We will be sending out the link to the county website, to refer clients to the application portal. We will soon have the Family Self-Sufficiency Program (FSSP) application available as well. There are new income and benefit guidelines to qualify for assistance that come along with the CARES Funding.

COMMUNITY CENTERS

Ms. Lavon Williams announced to the board that the centers received over 5,000 visits during the month of July, due to Food and back to school distributions. All centers activities are operating according to Phase 2 of Orange County COVID-19 Safety Policy. Managers and staff have received calls from the public inquiring about available services. Pine Hill Community Center partnered with Bailey's Pharmacy & United Foundation of Central Florida and distributed 1892 boxes of food each Wednesday of July. The Holden Heights Community Center partnered with Farm Share Foods and other center partners to distribute 521 boxes of food to the community. East Orange partnered with the Orange County Library System, Adriana Attie, and Orlando Health to distribute 138 backpacks to the community. Most Community Centers in

partnership with the POPS Summer Intern Program, exposed students to both On-Site & Telework experiences this summer, assisting community centers with their operations.

LIHEAP

Mrs. Lavon Williams gave an update on the Low Income Home Energy Assistance Program (LIHEAP) Direct Client Assistance Budget - \$5.6 million; Total expenditure YTD- \$749,237; total units of service- 1,266; and average assistance per household - \$592; YTD Expenditures - \$2,216,083; YTD Units of Service - 4,332; Average Assistance per Household - \$512. We have until September of next year to spend the CARES Act funding, so we will be monitoring that spending closely.

Senior Climate Efficiency Program

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 on 24 homes since the beginning of January. There are another 5 homes currently in the process of completion. The division's goal is to serve 30 homes the 2019-2020 fiscal year. Later on in the year we will be discussing expanding the SCEP services beyond air conditioning services.

Office on Aging

Mrs. Lavon Williams gave a brief overview of the Office on Aging Program. In August the Office on Aging filmed two remotes and assisted with scheduling aging experts for COVID updates. New Committee is working on updating the "Community Resources for Elders" document. The Office on Aging is currently designing a utility bill insert on senior services for Orange County Utilities (release date is October bill). The Commission on Aging Monthly E-Newsletter received 1,025 opens, 474 clicks, with 5 issues sent for the month of August. The LIFE Information for Elders seminars are now being held virtually. August seminar was on "Nifty Online Learning". The seminar received 26 RSVPs and 16 attendees. The September seminar will be a two hour special on detecting and redirecting anxiety in people living with dementia.

Community Services Block Grant (CSBG) Update

Ms. Jacquelyn Muse reported on the CSBG Quarterly Outcomes as of April 1st thru September 4, 2020. Outcomes as of September 4, 2020: *Unemployed Adults that Obtained Employment- Goal 100 Achieved 5 (5%); Employed Participants that Provided Increase in Income - Goal 35 Achieved 5 (14%); Unemployed Adults that Maintained Employment 90 Days or More- Goal 40 Achieved 3 (8%); Obtained Recognized Credential to Achieve Vocational Skills- Goal 100 Achieved 20 (20%); and Completed High School Diploma or GED- Goal 5 Achieved 0 (0%); Achieved and Maintained Capacity to meet basic needs, Achieved 594 (Utility Assistance).*

Mrs. Lavon Williams informed that board that some of the students in the FSSP program are experiences some challenges with vocational training having to transition to virtual learning due to COVID-19. Also, the FSSP caseworkers have been working with FSSP client to provide utility services.

FINANCIAL REPORT

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

Ms. Marcia Watson gave a report of the CSBG Budget Summary expenditures as of August 28, 2020, were given to the board. This report also contains some of the 2019 funds. Total Expended YTD is 59% for CSBG funds. Ms. Watson explained that the report does not reflect the 1.2 million Cares Act Funds, but as the funds are dispersed, future reports will reflect those expenditures separately.

Mrs. Lavon Williams gave the board a brief overview of the systems used to produce budget reports. Mrs. Williams advised the board that if they would like a more in depth look at the budget, to please attend the planning and budget committee meetings, where more details are shared and discussed.

ANNUAL TRAINING

Mrs. Lavon Williams informed that the Community Action Board Annual virtual training will be September 23, 2020 from 9:00 a.m. to 12:00 p.m. Mrs. Williams reminds the board that the CAB Annual training is mandatory as a part of board governance.

MOTION TO APPROVE DIVISION MANAGER & FINANCIAL REPORTS

A motion to accept and approve the Division Manager and Financial Reports.

Motion/Second Comm. Yesenia Baron/Elias Chotas

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

Action: The Board accepted and approved the Division Manager's & Financial Report.

SPECIAL CALLED EXECUTIVE COMMITTEE MINUTES

A copy of the Community Action Board Special Called Executive Committee Meeting Minutes dated July 20, 2020 was included in the meeting packet.

MOTION TO ACCEPT AND APPROVE THE SPECIAL CALLED EXECUTIVE COMMITTEE MEETING MINUTES

A motion to accept and approve the Community Action Board Special Called Executive Committee meeting minutes dated July 20, 2020 included in the meeting packet.

Motion/Second: Evangeline Richardson/Melissa Byrd.

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

HEAD START POLICY COUNCIL REPORT

Ms. Maritza Vasquez gave a brief update on the Head Start Policy Council. Orange County Head Start staff are as of September 8th are serving at 22 locations. Orange County Head Start is offering both face to face and virtual options based on the parents choice. There will be 689 children doing face to face learning and 489 students will be learning virtually. Orange County Head Start was awarded a Disaster Relief Grant of \$2,232,741.

PUBLIC REPRESENTATIVE COMMENTS

Cortez Whatley shared an upcoming event for Commissioner Mayra Uribe, District 3. In October, there will be a Community Leadership Program that will invite County Leaders to learn about different County programs, county activities, and services. Please share information with anyone in the Azalea Park, Pine Castle, Conway, Semoran, Edgewood, and Belle Isles areas who are looking to learn more about these programs and services in District 3. More information will be forthcoming in the next couple of weeks.

PRIVATE REPRESENTATIVE COMMENTS

Yesenia Baron thanked the Community Action Staff for giving her the opportunity to attend the Florida Association of Community Action Virtual Conference.

COMMUNITY REPRESENTATIVE COMMENTS

There were none.

MOTION TO ADJOURN

A motion to Adjourn

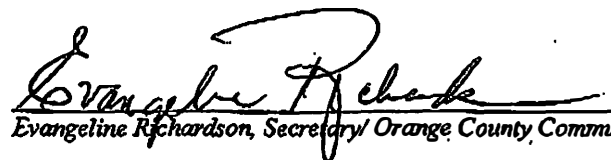
Motion/Second: Yesenia Baron/Abigail Crocket.

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

Action: Meeting Adjourned

MEETING ADJOURNED

4:35 p.m.



Evangeline Richardson, Secretary/ Orange County Community Action Board

Community Action Board Meeting
October 8, 2014