

ORANGE COUNTY COMMUNITY & FAMILY SERVICES DEPARTMENT COMMUNITY ACTION BOARD

Meeting Minutes
October 14, 2020

The Community and Family Services Department Community Action Board (CAB) met via Orange County WebEx <https://ocfl.webex.com>; Meeting number (access code) 133 405 8117; Meeting password: Y4bjXk3E8xJ on October 14, 2020.

Secretary – Evangeline Richardson called the meeting to order at 4:07 p.m. A quorum was present at 4:08 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) Rose-Nancy; Joseph, Alternate	0	7	7	0	0	01/06/2015	01/01/2019	12/31/2022
	1					03/12/2015	01/01/2019	12/31/2022
COMM. MAYRA URIBE, Rep. (OCBCC) Cortez Whatley, Alternate	0	7	6	0	1	2/14/2019	2/14/2019	12/31/2023
	1					4/10/2019	4/10/2019	12/31/2023
COMM. MARIBEL GOMEZ CORDERO, Rep. (OCBCC) Mariely Velez, Alternate	1	7	7	0	0	2/14/2019	2/14/2019	12/31/2020
	1					3/11/2020	3/11/2020	12/31/2020
MELISSA BYRD, Rep. (OCPS) OPEN, Alternate	1	7	7	0	0	2/13/2019	2/13/2019	2/12/2023
	0							
COUNCILMAN ELIAS CHOTAS, Rep. (City of Edgewood) MAYOR JOHN DOWLESS, Alternate	1	7	7	0	0	10/22/2019	10/22/2019	12/31/2021
	0					11/22/2019	11/22/2019	12/31/2021
SUSANNE NIELSEN, Rep. (City of Belle Isle) OPEN, Alternate	1	7	3	0	4	10/22/2019	10/22/2019	12/31/2021
	0							
STATE REPRESENTATIVE BRUCE ANTONE, Rep. Hudie Stone, Alternate	0	7	5	0	2	08/23/2016	09/14/2016	12/31/2020
	0					06/14/2017	06/14/2017	12/31/2020
COUNCILMAN Tarus Mack, Rep. Diali Coll-Mercado, Alternate	0	7	7	0	0	04/10/2018	04/10/2018	12/31/2021
	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	7	0	0	0			
OPEN, Alternate	0							
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	0	7	3	0	4	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	7	3	0	4	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	7	0	0	0			
OPEN, Alternate	0							
(District 5) SABRINA PERSAUD, Rep.	0	7	3	0	4	02/24/2015	04/08/2015	04/7/2019
OPEN, Alternate	0							
(District 6) EVANGELINE RICHARDSON, Rep.	1	7	6	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	7	6	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large District 3,4 & 5) Vacant, Rep.	0	7	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	7	7	0	0	06/27/2007	02/10/2016	02/09/2020
VACANT, Alternate	0							
Vacant, Rep. (Religious Organizations)	0	7	0	0	0			
Vacant, Alternate	0							
DEBI MELI, Rep. (Private Social Service and Charitable Agencies)	1	7	7	0	0	09/12/2018	09/12/2018	09/11/2022
Vacant, Alternate	0							
CLIFFORD MARVIN, Rep. (Workforce Labor Organization)	1	7	5	0	2	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. (Private Community-based professional organization)	1	7	6	0	1	4/10/2019	4/10/2019	4/9/2023
VACANT, Alternate	0							
MARITZA VAZQUEZ., Rep. (Head Start Policy Council)	1	7	7	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)	1	7	3	0	4	3/13/2019	3/13/2019	3/12/2023
VACANT, Alternate	0							
Yesenia Baron, Rep., (Business)	1	7	7	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, Diali Coll-Mercado, 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, and Councilman Elias Chotas

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

PUBLIC COMMENTS

There were none.

COMMUNITY ACTION BOARD MEETING MINUTES

A copy of the Community Action Board Meeting Minutes dated September 9, 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 September 9, 2020 included in the meeting packet.

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

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

DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager

Mrs. Lavon Williams recited the Community Action Promise. Mrs Williams reminded the board to turn in acknowledgement forms for the CAB Annual Training and the Community Action Agency Reviews. As well as, complete the Community Action SWOT Analysis. Mrs. Williams informed the board that Governor DeSantis' executive order now allows us to consider in person meetings. We are still awaiting direct information from our County Attorney's office regarding what is permitted under the executive order. We are challenged with having to find a location that will accommodate a large advisory board, such as the Community Action Board. We will need to practice the Orange County Covid-19 safety practices, such as social distancing. These proposed changes are supposed to take place in November. A hybrid meeting may take place in which only 13 members (a quorum) are permitted to physically attend, while others attend virtually. Mrs. Williams gave a brief update on the Community Action Services.

COMMUNITY CENTERS

Mrs. Lavon Williams announced to the board that although the centers are still technically closed, we have received approximately 9,000 visits during the month of September, due to Food, Clothing and school distributions. All centers are operating according to Orange County's COVID-19 Safety Policies and Procedures. Center Supervisors and staff continue to receive calls from the public inquiring about available resources such as food and utilities assistance. Center Computer Labs are being used on a daily basis by Orange County citizens to apply for food and rent assistance, search and apply for employment, and print or upload documents required by various children and family services. Taft Community Center partnered with *Feed the Need* and Daisy Morales to provide clothing to 350 families. The Holden Heights Community Center partnered with the Orange County Public School's (OCPS) PTA to provide 160 backpacks to children attending 16 different schools throughout Orange County. Head Start resumed September 8th at East Orange CC, Hal P. Marston CC, John Bridges CC, Pine Hills CC, and Taft CC.

LIHEAP

Mrs. Lavon Williams gave an update on the Low Income Home Energy Assistance Program (LIHEAP) Direct Client Assistance Budget - \$6 million; Total expenditure YTD- \$949,104; total monthly units of service- 1,510; and average assistance per household - \$629; YTD Expenditures - \$3,165,187; YTD Units of Service – 5,842; Average Assistance per Household - \$542.

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 27 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 September the Office on Aging filmed two remotes and ten studio interviews. Senior services fliers were included in the October utility bill insert for Orange County Utilities. The Community outreach and awareness for Elder Ambassador Program continues. The Office on Aging is creating a 2-page summary of the *Community Resources for Elders*. The Commission on Aging Monthly E-Newsletter received 1,047 opens, 415 clicks, with 4 issues sent for the month of September. The LIFE Information for Elders August seminars had 24 RSVPs and 14 attendees. The September seminar was on Holistic Stress relief strategies with Princessa Long.

Community Services Block Grant (CSBG) Update

Ms. Jacquelyn Muse reported on the CSBG Quarterly Outcomes as of April 1st thru October 12, 2020: *Unemployed Adults that Obtained Employment- Goal 100 Achieved 8 (8%); Employed Participants that Provided Increase in Income - Goal 35 Achieved 5 (14%); Unemployed Adults that Maintained Employment 90 Days or More- Goal 40 Achieved 5 (12%); Obtained Recognized Credential to Achieve Vocational Skills- Goal 100 Achieved 26 (26%); and Completed High School Diploma or GED- Goal 5 Achieved 0 (0%); Achieved and Maintained Capacity to meet basic needs, Achieved 807 (Utility Assistance).* At this time the Family Self-Sufficiency Program (FSSP) is assisting the LIHEAP program. FSSP services will resume in December and the outcome numbers should change significantly. Mrs. Lavon Williams gave a brief overview of the FSSP program.

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.

Mrs. Lavon Williams gave a report of the CSBG Budget Summary expenditures as of October 6, 2020, were given to the board. This report also contains remaining 2019 and 2020 funds. Total Current Budget is \$732,993.27 with current balance of \$ 677,666.27 YTD, with 8% of budget spent. The Cares Act Funds Current Budget is 1,241,021.00, with a balance of \$1,225,571.99. Mrs. Williams explained to the board that due to COVID-19 the FSSP Caseworkers have not done much case management, tuition reimbursement, and supportive services because they have been focusing on assisting with LIHEAP services.

SELECTION OF NOMINATING COMMITTEE

Secretary Evangeline Richardson asked board members for anyone interested in serving on the Nominating Committee. After a brief discussion Councilman Tarus C. Mack/Diali Coll-Mercado (Public Sector), Yesenia Baron (Private Sector), and Sabrina Persaud (Community Sector) were selected for the Nominating Committee. Mrs. Lavon Williams gave the board a brief overview of CAB Officer's roles and responsibilities.

MOTION TO APPROVE DIVISION MANAGER & FINANCIAL REPORTS

A motion to accept and approve the Financial Reports.

Motion/Second Comm. Yesenia Baron/Elias Chotas

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

Action: The Board accepted and approved the Financial Report.

MOTION TO APPROVE CSBG OUTCOMES REPORTS

A motion to accept and approve the Outcomes Reports.

Motion/Second Comm. Dexter Nelson Jr. /Cliff Marvin

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

Action: The Board accepted and approved the Outcomes Report.

MOTION TO APPROVE SELECTION OF THE NOMINATING COMMITTEE

A motion to accept and approve the Selection of the Nominating Committee.

Motion/Second Comm. Vivian Tindal/Maritza Vasquez

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

Action: The Board accepted and approved the Selection of the Nominating Committee.

HEAD START POLICY COUNCIL REPORT

Ms. Maritza Vasquez gave a brief update on the Head Start Policy Council. Orange County's Head Start staff is currently recruiting 3 and 4 year olds for the 20-21 school year. Head Start is offering both face to face and virtual learning. If anyone is interest please call the Head Start office at 407-836-6590.

PUBLIC REPRESENTATIVE COMMENTS

Rose-Nancy Joseph shared that registration for Commissioner Victoria Siplin's November 21st, Thanksgiving Event will go live today, October 14th. This event will be a drive thru event, which will end with citizens receiving a turkey and meal basket for a family of 4. Please visit Commissioner Siplin's Facebook page at <http://m.facebook.com/CommissionerSiplin/> to find link to register.

PRIVATE REPRESENTATIVE COMMENTS

There were none.

COMMUNITY REPRESENTATIVE COMMENTS

There were none.

MOTION TO ADJOURN

A motion to Adjourn


Motion/Second: Rose-Nancy Joseph/Vivian Tindal.

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

Action: Meeting Adjourned

MEETING ADJOURNED

4:49 p.m.


A handwritten signature in cursive script, appearing to read 'Evangeline Richardson', is written over a horizontal line.

Evangeline Richardson, Secretary/ Orange County Community Action Board