

# ORANGE COUNTY COMMUNITY & FAMILY SERVICES DEPARTMENT COMMUNITY ACTION BOARD

## Meeting Minutes February 10, 2021

The Community and Family Services Department Community Action Board (CAB) met at John Bridges Community Center, Multi-Purpose Room, 445 W. 13th Street, Apopka, FL 32703 on February 10, 2021.

Treasurer– Vivian Tindal called the meeting to order at 4:09 p.m. A quorum was not present at the meeting.

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

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

**2021 Attendance Record1**

Sector			Unit Attendance			Term		
I. PUBLIC	Member	Meetings Held	Present	Waived	Absent	Original Appt. Date	Current Term Start Date	Current Term Expiration
COMM. ELECT NICOLE H. WILSON, Rep. (OCBCC)	1	2	1	0	1	12/15/2021	12/15/2021	12/31/2022
OPEN, Alternate								
COMM. MAYRA URIBE, Rep. (OCBCC)	0	2	2	0	0	2/14/2019	2/14/2019	12/31/2023
Cortez Whatley, Alternate	1					4/10/2019	4/10/2019	12/31/2023
COMM. MARIBEL GOMEZ CORDERO, Rep. (OCBCC)	1	2	2	0	0	2/14/2019	12/15/2020	12/31/2024
Mariely Velez, Alternate	0					3/11/2020	12/15/2020	12/31/2024
MELISSA BYRD, Rep. (OCPS)	0	2	1	0	1	2/13/2019	2/13/2019	2/12/2023
OPEN, Alternate								
COUNCILMAN ELIAS CHOTAS, Rep. (City of Edgewood)	0	2	0	0	2	10/22/2019	10/22/2019	12/31/2021
MAYOR JOHN DOWLESS, Alternate	0					11/22/2019	11/22/2019	12/31/2021
SUSANNE NIELSEN, Rep. (City of Belle Isle)	0	2	0	0	2	10/22/2019	10/22/2019	12/31/2021
OPEN, Alternate								
OPEN, Rep.		2	0	0	0			
OPEN, Alternate								
COUNCILMAN Tarus Mack, Rep.	0	2	1	0	1	04/10/2018	04/10/2018	12/31/2021
Diali Coll-Mercado, Alternate	0					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	2	0	0	0			
OPEN, Alternate	0							
(District 2) PASTOR HEZEKIAH BRADFORD, JR., Rep.	0	2	2	0	0	03/03/2015	11/11/2020	11/10/2024
Monique Morris, Alternate	1					11/11/2020	11/11/2020	11/10/2024
(District 3) ABIGAIL CROCKET, Rep.	0	2	1	0	1	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	2	0	0	2	02/24/2015	06/12/2019	06/11/2023
OPEN, Alternate	0							
(District 6) EVANGELINE RICHARDSON, Rep.	0	2	1	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large Districts 1, 2, and 6) BARBARA HOOSIER, Rep.	0	2	1	0	1	10/11/2017	10/11/2017	10/10/2021
OPEN, Alternate	0							
(At-Large District 3,4 & 5) LARRY GLINZMAN, Rep.	0	2	0	0	2	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	2	1	0	0	06/27/2007	02/10/2016	02/09/2020
VACANT, Alternate	0							
BISHOP SYLVESTER ROBINSON, Rep. (Religious Organizations)	1	2	2	0	0	11/11/2020	11/11/2020	11/10/2024
Vacant, Alternate	0							
DEBI MELI, Rep. (Private Social Service and Charitable Agencies)	1	2	2	0	0	09/12/2018	09/12/2018	09/11/2022
Vacant, Alternate	0							
CLIFFORD MARVIN, Rep. (Workforce Labor Organization)	0	2	0	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)	0	2	0	0	2	4/10/2019	4/10/2019	4/9/2023
VACANT, Alternate	0							
AQUILA DRAYTON., Rep. (Head Start Policy Council)	1	2	2	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)	0	2	1	0	1	3/13/2019	3/13/2019	3/12/2023
VACANT, Alternate	0							
Yesenia Baron, Rep., (Business)	0	2	1	0	1	09/11/2019	09/11/2019	09/10/2023
Vacant, Alternate	0							

#### ATTENDANCE

**Board Members present:** Aquila Drayton, Bishop Sylvester Robinson, Commissioner Maribel Gomez-Cordero, Commissioner Nicole H. Wilson, Cortez Whatley, Vivian Tindal, Monique Morris, and Debi Meli.

**Staff members present:** Trellany Williams, Catina Williams, and Lavon Williams.

#### PUBLIC COMMENTS

There were none.

#### CONSENT AGENDA ITEMS- Approval Requested

#### COMMUNITY ACTION BOARD MEETING MINUTES

A copy of the Community Action Board Meeting Minutes dated January 13, 2021, was included in the meeting packet.

#### 1. BOARD MEMBERSHIP: INTRODUCTION, SEATING, AND TERM EXTENSION

**INTRODUCTIONS AND SEATINGS:** There were none due to no quorum being present.

## **2. BOARD COMMITTEE REPORTS, MINUTES & ACTION ITEMS**

Ms. Vivian Tindal gave a brief overview of the Nominating Committee Meeting Report. The slate of 2021 officers: Chair- Tarus C. Mack, Vice-Chair- Maribel Gomez-Cordero, Secretary- Evangeline Richardson, and Treasurer- Vivian Tindal.

### **DIVISION MANAGER'S REPORT – Lavon Williams, Division Manager**

Mrs. Lavon Williams recited the Community Action Promise. Mrs. Williams gave a brief update on the Community Action Services. Mrs. Williams informed the board that we have been approached by the Department of Economic opportunity to assist citizens who have been affected by Hurricane Irma victims. There will be more information to come. Mrs. Williams informed the board that the Community Action Board By-Laws were approved at the Board of County Commissioner's meeting on February 9, 2021.

### **COMMUNITY CENTERS**

Mrs. Lavon Williams announced to the board that although the centers are still technically closed, we have received approximately 22,436 visits during the month of January 2021. The Community Centers are still providing individual service but has suspended all services that require group settings. The Community Centers continue to assist citizens with registration for the COVID-19 vaccine thru the patient portal. Ten thousand eighty-three citizens were served by Community Action and Partners. One thousand four hundred and forty-three food boxes were distributed. Twenty-one referrals were made for citizens looking for a variety of services. Over 203 people volunteered at the Community Centers. Eleven people received life skill resources. Foundation for a Healthy West Orange donated 75 food vouchers for families in the Winter Garden Apopka, and Pine Hills Community. Seven citizens were provided referrals and information concerning domestic violence.

### **LIHEAP**

Mrs. Lavon Williams gave an update on the Low-Income Home Energy Assistance Program (LIHEAP) Direct Client Assistance Budget - \$6 million; Total Monthly expenditure YTD- \$482,453; total monthly units of service- 918; and average assistance per household - \$520; YTD Expenditures - \$5,326,709; YTD Units of Service - 9,645; Average Assistance per Household - \$525. YTD Expenditures - \$5,809,162; YTD Units of Service- 10,563; and Average Assistance per Household - \$550.

### **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 17 homes since the beginning of the 2020-2021 fiscal year. The program has completed system replacements in 27 homes since the beginning of January for the 2019-2020 fiscal year. The division's goal is to serve 30+ homes during the 2020-2021 fiscal year. We are currently asking for additional funding for the SCEP Program. The program has received a grant from the Florida Department of Agriculture & Consumer Services for approximately \$100,000 to help the program do more servicing for citizens in need.

### **Office on Aging**

Mrs. Lavon Williams gave a brief overview of the Office on Aging Program Highlights. The February Commission on Aging E-Newsletter received 921 opens and 383 clicks. The weekly issues typically get a 40% open rate. LIFE Information for Elders' January seminar on "COVID-19: Here's what we know" had 13 attendees. Orange TV and The Office on Aging continues to conduct video interviews that will be embedded into the Community Resources for Elders document. Orange TV taped 16 interviews for Active Lifestyles Magazine.

### **Community Services Block Grant (CSBG) Update**

Mrs. Lavon Williams reported on the CSBG Quarterly Outcomes as of January 31<sup>st</sup>: *Unemployed Adults that Obtained Employment- Goal 100 Achieved 15 (15%); Employed Participants that Provided Increase in Income - Goal 35 Achieved 15 (43%); Unemployed Adults that Maintained Employment 90 Days or More- Goal 40 Achieved 9 (22%); Obtained Recognized Credential to Achieve Vocational Skills- Goal 100 Achieved 47 (47%); and Completed High School Diploma or GED- Goal 5 Achieved 0 (0%); Achieved and Maintained Capacity to meet basic needs, Achieved 1424 (Utility Assistance).*

#### **FINANCIAL REPORT**

A copy of the Community Service Block Grant (CSBG) Budget Fiscal Year (FY) (April 1, 2020- March 31, 2021) as of February 5, 2021 was provided in the meeting packet.

Mrs. Lavon Williams gave a report of the CSBG Percentages of Budget Used: CSBG Program Services percentage used is 6%; CSBG Direct Client assistance percentage used is 12%; current CSBG total balance of \$492,033.39 YTD, with 30% of budget spent for our regular CSBG funds. The Cares Act Funds Current Budget is \$1,241,021.00, with 1 % expended for CSBG Program Services. 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. We have until 2022 to expend the CARES Act funding.

#### **HEAD START POLICY COUNCIL REPORT**

Ms. Aquila Drayton gave a brief introduction of herself and update on the Head Start Policy Council. Ms. Dayton shared with the board that Orange County's Head Start 24/7 Dad's Program had over 700 fathers participate in the program. The Program encourages fathers to be active participants in their children's lives. The Head Start staff is currently servicing children both face to face as well as virtually. The Orange County Head Start Program is encouraging parents to enroll 3 and 4-year old children for the Head Start program. If anyone is interested please call the Head Start office at 407-836-6590.

#### **PUBLIC REPRESENTATIVE COMMENTS**

There were none.

#### **PRIVATE REPRESENTATIVE COMMENTS**

There were none.

#### **COMMUNITY REPRESENTATIVE COMMENTS**

There were none.

#### **MOTION TO ADJOURN**

A motion to Adjourn

*Motion/Second:* Commissioner Maribel Gomez-Cordero/Cortez Whatley.

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

*Action:* Meeting Adjourned

#### **MEETING ADJOURNED**

**4:31 p.m.**



*Evangeline Richardson, Secretary/ Orange County Community Action Board*