



Community Action Agency Advisory Board (CAAAB)

Meeting Minutes

October 28, 2021

ITEM	ACTION		FOLLOW-UP	
Location: Family Services Center 21500 Gibraltar Drive		Time: 1:00 pm to 2:30 pm		
Facilitators: Colleen K. Turner, Secretary/Staff		Recorder: Colleen K. Turner, Secretary/Staff		
Attendees:		Attendees:		
Agency:		Agency:		
Brian Armen	A	Faith-Based Leader	Cara Reynolds	P Charlotte County School Board
Joseph Tiseo	P	Board of County Commissioners	Robin Roleson	P CareerSource of Southwest FL
Lynn Dorler	P	Boys and Girls Club	Karen Smith, Clerk	A City of Punta Gorda
Dianne Munson	A	Community Advocate	Paula Wilman	P Punta Gorda Housing Authority
Paul Polk	P	County Property Appraiser	Martha Bireda	A Representing the Low Income
Noami Guy	P	CARE EJ Advocate	Angela Hogan	P Community at Large
Colleen K. Turner	S	Charlotte County Human Services	William Thompson	S Charlotte County Human Services
Theresa Lewis	S	Charlotte County Human Services	Tara Blackson	S Charlotte County Human Services
Kayleigh Dunna	S	Charlotte County Human Services	Debbi Warner	S Charlotte County Human Services
Jocey Henderson	S	Charlotte County Human Services	Carrie Walsh	S Charlotte County Human Services
Althea Connor	S	Charlotte County Human Services	Deedra Dowling	S Charlotte County Human Services
Key = P(Present), E(Excused), A(Absent), G(Guest), S (Staff)				
1. Welcome and Roll Call	The meeting was called to order by Chairman, Paul Polk. A quorum was established with a majority of members present.			
2. Public Input	None			
3. Minutes	<i>The July 2021 minutes were approved, as presented, by motion of Paula Wilman, second by Commissioner Joe Tiseo and unanimous vote.</i>		Colleen will post on County website and submit to DEO for the record.	
4. Family Services Center Update	Colleen updated on progress toward move-in and integration of partners at the FSC. Human Services Intake/Neighborhood Services moved in August. Boys and Girls Club, Drug Free Charlotte, CCSO and Hearing Impaired Persons moved in September. CBHC, DoH/WIC and JFCS continue to work through licensure and/or staffing issues and have not yet moved in. Comprehensive Housing Resources opted not to move in phase 1 or phase 2. Administration, Operations and Safety Committees continue to meet to work through logistics and integration. The old FSC is demolished. Phase 2 kick-off scheduled for 11.02.2021 The phase 1 ribbon cutting/open house is scheduled for		Colleen will forward the calendar invite for the ribbon cutting / open house.	

	<p>11.24.2021 at 8:00 am. Proposed name changes were discussed and will incorporate Community Action in some way.</p> <p>Currently vacant space due to partner reduction in use was discussed. <i>Lynn Dorler made a motion, second by Paula Wilman, to invite remaining phase 2 partners to move in now based on ability to accommodate their space needs and BOCC approval. Motion carried with unanimous vote.</i> Colleen shared that one phase 2 partner has asked to modify their space needs to accommodate the entire organization as opposed to the proposed 2. CAAAB members maintained their stance that the facility would not be designed with any one agency's needs. If in the final stages of construction, space is available, a formal request may be made.</p>	
5. Budget Overview and Program/Funding Updates	<p>The Human Services leadership team gave an overview of funding and programs offered by the Department and reviewed the agency budget including how allocations are broken down by expenditure type. Colleen introduced the CSBG and LIHEAP budgets, including CARES/ARP funding. <i>Paula Wilman made a motion, second by Commissioner Tiseo, to accept the LIHEAP FY22 and ARP funding. Motion carried with unanimous vote. Paula Wilman made a motion, second by Lynn Dorler, to accept the CSBG FY22 funding and CARES funding extension. Motion carried with unanimous vote.</i></p>	
6. Ad Hoc Committee Updates	<p>Colleen indicated that the Family and Children's Services committee did not meet in August as planned due to COVID resurgence and time constraints around move-in to the FSC. She did have contact with a rep from DJJ who will be added to the roster.</p> <p>The minutes from the Aging, Disabled Adults and Veterans Services committee meeting in September were shared. Deedra, Jocey and Paula offered comments.</p>	
7. Member Comments	<ul style="list-style-type: none"> • Paula shared that PGHA is struggling to meet the housing demand. There is a 2 year waiting list for housing. • Robin noted that CareerSource Southwest FL is partnering with Charlotte Technical College (CTC) on a job fair on 11.03.2021 from 11am – 3pm at the mall. There will be 53 vendors. She further noted the increase in older job-seekers. • Cara celebrated that CCPS ranked 13th in the State! Good job. 	
8. Adjournment	<p>There being no further business, the meeting was adjourned.</p> <p>Upcoming meetings:</p> <ul style="list-style-type: none"> • Family and Children's Services Ad Hoc – 11.18.2021, 1 pm, FSC • Aging, Disable Adults and Veterans Ad Hoc – 12.09.2021, 3 pm, CCU • Full CAAAB meeting – 01.27.2022 at 1 pm at the FSC. 	Proper notice will be made.