



Community Action Agency Advisory Board (CAAAB)

Meeting Minutes

January 26, 2023

Location: Family Services Center, 21500 Gibraltar Drive, Port Charlotte, FL		Time: 1:00 pm to 2:30 pm	
Facilitators: Carrie Walsh, Director - Human Services Dept. /Staff		Recorder: Laurie Kimball / Staff	
Attendees:		Attendees:	
Agency:		Agency:	
Brian Armen	P	Faith-Based Leader	Cara Reynolds
Joseph Tiseo	P	Board of County Commissioners	VACANT
Lynn Dorler	P	Boys and Girls Club	Angela Hogan
Dianne Munson	A	Community Advocate	Paula Wilman
Paul Polk	P	County Property Appraiser	VACANT
Noami Guy	P	GCP – Low-income Community	Mark Kuharski
Colleen Turner	P	Charlotte County Human Services	Mary Prod
Theresa Lewis	S	Charlotte County Human Services	Tara Blackson
Carrie Walsh	S	Charlotte County Human Services	Glinda Pruitt
William Thompson	S	Charlotte County Human Services	Kara Rhoden
Jocene Henderson	S	Charlotte County Human Services	Camelita Aldridge
Althea Connor	S	Charlotte County Human Services	Laurie Kimball
<i>Key = P(Present), E(Excused), A(Absent), G(Guest), S (Staff)</i>			
ITEM	ACTION		FOLLOW-UP
1. Welcome and Roll Call	The meeting was called to order by Chairman Paul Polk at 1:00 pm. A quorum was established with a majority of members present.		
2. Public Input	None.		
3. Minutes	The November 30, 2022 minutes were approved as presented, by motion of Commissioner Tiseo and seconded by Lynn Dorler. Vote was unanimous		Staff will post minutes on County website and submit to DEO for the record.
4. Approval of 2023 Meeting Calendar	Ms. Turner presented the 2023 meeting calendar and asked if there were any changes in the quarterly schedule. Seeing no need for changes Lynn Dorler mad a motion to approve the schedule and Commissioner Tiseo seconded, the motion carried unanimously.		Staff will post schedule on the website.

<p>5. New Member Recruitment</p>	<p>Colleen Turner introduced Mark Kuharski, City Councilman - District 3, who will be joining the board as a representative for the City of Punta Gorda. Commissioner Tiseo made a motion to approve Mr. Kuharski's membership and Lynn Dorler seconded. Vote was unanimous. Ms. Turner has contacted Peg Elmore, the new CEO of the Career Source Center and she is interested in providing a replacement for Robin Roleson, who retired. There is one vacant position still open for a representative of the low-income community and the group discussed having a public meeting in July to take nominations. It was suggested that the group seek someone from South County as they already have representation for West County, Port Charlotte and Punta Gorda.</p>	<p>Staff will arrange for a public meeting in the community for July, Commissioner Tiseo suggested the Charlotte County Event Center.</p>
<p>6. Hurricane Ian Update</p>	<p>Long Term Recovery Group - Ms. Turner gave an update on the various task forces that are now meeting and Carrie Walsh gave a short presentation explaining the how each of the task forces are generating project ideas for the group. Examples of projects that are being discussed include a mobile health clinic, providing additional space for mental health beds and developing incentives for affordable housing. Commissioner Tiseo explained that there has been extensive discussion on replacing the Cultural Center and that they would be considering a multi-use project in which the design for the floor plans would be based on programming. He noted that they would also be exploring the inclusion of a disaster recovery center as part of the project and the need for "hardening" any new or renovated structures in that area that could potentially provide storm sheltering. Ms. Walsh said that resources resulting from the Long Term Recovery Group would help build our County's resilience and she encouraged members to participate in task force activities and ultimately give recommendations for low-income housing options.</p> <p>SHIP Disaster Relief Funding - Ms. Turner gave an update on the status of SHIP applications that are currently being processed, 109 applications have been approved with an average of \$5,400 provided to applicants for insurance deductibles.</p>	
<p>7. Government in the Sunshine</p>	<p>Glinda Pruitt, Assistant County Attorney provided a short presentation and video on the Florida Sunshine Laws and how it pertains to the CAAAB. Ms. Pruitt covered the need for public meetings, what constitutes a meeting, correspondence, recording meetings, written record keeping and potential penalties of not abiding by the Florida Sunshine Laws.</p>	

<p>8. Community Action Plan - CAP</p>	<p>Ms. Turner noted that all members were sent a copy of the CAP to read prior to the meeting, she reviewed the mission and vision of the CAAAB, explained the levels of review, the top 5 needs identified in the Community Needs Assessment and explained the CSBG budget & workplan. There was no further discussion and Commissioner Tiseo made a motion to approve the vision and Mission of the organization and the plan as presented, Lynne Dorler seconded. The motion carried unanimously.</p>	
<p>9. Family Services Update</p>	<p>Ms Turner explained the history of the project and reported that in November Ms. Walsh said that the Childrens Advocacy Center was approved, making the number of partner agencies 15 in total and the integration software as still in development.</p>	
<p>10. Program/Funding Updates</p>	<p>Staff gave an overview of funding and programs offered by the Department, including: Community Action/Self-sufficiency programs (LIHEAP/CSBG); Homeless Prevention (TANF, SHIP, ESG-CV2, HFSP);and Aging and Adult Services (OAA, CCE, ADI, HCE, 3E, 3S, 3G). Mr. Thompson mentioned that there will be an enhance HCE contract coming soon that will help elderly clients with home repairs connected to the hurricane.</p>	
<p>11. Aging, Disabled Adults and Veterans Services Ad Hoc Com.</p>	<p>Mr. Thompson said that the committee is working on a resource booklet and they are currently waiting for the publisher to come back with the number of pages required and costs. He said that the Charlotte County Community Foundation and Gulf Coast Partnership have offered to pay for the booklet.</p>	
<p>12. Members' Comments</p>	<p>Youth Resource Guide - Ms. Turner reported that the At Risk Youth Integration Committee is also compiling a resource guide and she will refer them to the Ad Hoc Committee, they may be able to work together. School District - Cara Reynolds reported that the district has begun a search for a new Super Intendent and that they are looking for public input. Property Appraiser. - Mr. Polk noted that they are currently working on a rebate procedure for homeowners that suffered property losses after Hurricane Ian and Nicole. A guide is available on their website.</p>	
<p>13. Adjournment</p>	<p>There being no further business, the meeting was adjourned, <i>motion by Lynn Dorler and second by Commissioner Tiseo. Motion carried unanimously.</i> Upcoming meetings:</p> <ul style="list-style-type: none"> • Full CAAAB Meeting - April 27, 2023 	