

**Charlotte County
Board of County Commissioners
Community Action Agency Advisory Board(CAAAB)
October 24, 2013 Meeting Minutes**

Members Present:

Phillip Wickstrom, Paul Polk, Stephen R. Deutsch, Diane Corriveau, Michael Haymans, Carrie Blackwell-Hussey, Paul Froeschle, Dianne Munson and Kim Gaut

Members Excused:

Dee Rutko

Members Absent:

Alleen Miller

Staff Present:

Jessica Ralston

Guests:

None.

1. Welcome and Roll Call

Michael Haymans called meeting to order at 2:05 pm. All present members and staff introduced themselves.

2. Public Comment on Agenda Items Only

None.

3. Approval of July 2013 Meeting Minutes – *Vote Required*

Phillip Wickstrom motions to approve July 25, 2013 minutes. Dianne Munson seconds motion. All in favor, no opposition. July 25, 2013 minutes approved.

4. Acceptance of resignation of Kathleen Nelson

Phillip Wickstrom asks if Mrs. Nelson had given a reason for her resignation. Jessica Ralston informs him and the board that her indication to us was that her foundation has a full plate and her time needs to be spent with her organization. Mrs. Nelson also states that she would like to give another low-income sector individual in the Englewood/EI Jobean area an opportunity to be a part of this board especially since her schedule is not permitting her to be in attendance. Mrs. Ralston informs the board that with this resignation, we will have to hold an election for the vacancy position. Jessica states that this will need to be hold prior to 11/11/13, as we will need to be able to submit the name in front of the Board Of County Commissioners meeting in December for which the November deadline needs to be met in order for them to address the item on the agenda. Mrs. Ralston requested that they take a few moments and review their upcoming calendar of events and that she will email them to get perspective dates that may work best with their schedules. Jessica also noted that the election will be held at the Tringali Recreation Center in order to represent the coverage area for the vacancy. Phillip Wickstrom moves to accept resignation of Kathleen Nelson. Paul Froeschle seconds, resignation accepted. Micheal Haymans requests that we draft a Thank You for her time and service to the

board. Mr. Haymans also suggests that we advertise in all and any available means for the vacancy.

5. 2012-2013 CSBG Quarterly Report

Jessica Ralston advises the board in detail regarding the outcomes and explanations of the CSBG Quarterly Report together with the Household Report(Attachment A). Diane Corriveau motions to accept report. Kim Gaut recommends that we come up with a way to give them a general overview of the entire report as to either households or individuals, not both so that way they can get a better grasp of the services that we are providing. Carrie Blackwell-Hussey recommends that we give them a general big picture overview instead of the extensive detail that we must report to the state. Phillip Wickstrom asks if there is any way that we can play around with the number to still give the same information but in a less extensive manner. Jessica Ralston explained that each outcome, depending on which area of focus it represents could either be individual services or household services. Carrie Blackwell-Hussey seconds motion. The 2012-2013 CSBG Quarterly Report is accepted.

6. Needs Assessment Presentation-Carrie Blackwell-Hussey

Carrie Blackwell-Hussey explains the Charlotte County Community Needs Assessment that has been completed and the findings from this extensive study. Ms. Blackwell-Hussey informs the board that over the past year, the United Way, Charlotte County Human Services and the Community Foundation have worked together to come up with the Charlotte County Community Needs Assessment which focused on six (6) main areas; i.e., Education, Employment, Health, Family Services, Transportation and Poverty. Jessica Ralston passed out the Charlotte County Community Needs Assessment pamphlet to the board so they could follow the information passed along by Carrie together with keeping for their future reference. Carrie goes over some of the frightening statistics that have risen from this study and states that the conclusions of this study are sobering. Ms. Carrie states that we are a working society, meaning shift jobs which entails in an influx of working poor. Ms. Blackwell-Hussey requests that the board look at the living price of Charlotte County, meaning that to live here in Charlotte County, for a family of four (4), is \$63,000.00. She then goes on to say, that a family of four (4), with two (2) working adults, gross \$32,000.00 annually. In addition to that the family does not qualify for food stamps or any other programs because they make too much money, which creates a situation where incentivizing people not to work. Ms. Blackwell-Hussey states that our next steps are now to come up with a work plan, which entails figuring out a way to fix the areas that we are deficient in. For example, prevention, we need to address the root causes of the issues; we need to increase awareness and by that we mean communication; and promote community wide investment. Ms. Blackwell-Hussey informs the board that there will be a community conversation to engage in a meaningful dialogue about how the community can move forward by pursuing a theme of prevention, creating channels for stronger communication and collaboration, and buy promoting community-wide investment, called "United Charlotte"(Flyer-AttachmentB).

7. Department Update

Jessica Ralston informs the board that there have been several changes within our Family Services department. Mrs. Ralston explained that the Family Self-Sufficiency Case Manager position became vacant due to the resignation of Ebony Louis. Mrs. Ralston explained that she is now the new Family Self-Sufficiency Case Manager. Ms. Jessica

explained that she has a lot of ideas brewing on revamping the program and to visit the idea of expanding the families we serve. Ms. Ralston also stated that since this transition, we have had to realign duties within the department so there have been a lot of rearranging and cross-training to ensure we have all areas covered until we can get the vacancy filled. Ms. Jessica stated that they have completed interviews for the open positions and now the department is waiting on acceptance of the applicants. Ms. Jessica stated that we have also applied for a housing grant where we are looking for the Charlotte County Public Schools to act as a feeder into the Family Self-Sufficiency Program. Mrs. Ralston explained that we are in the process of writing the policy for this grant and that Emily Lewis and I will be discussing options for the monies which totals approximately \$70,000.00.

8. Public Comments – Limited to 3 Minutes Each

None.

9. Member's Comments

Dianne Munson passes out flyer (Attachment C) in regards to the Empty Bowels event which is going to be held on Thursday, November 7th from 4pm-7pm located at New Day Christian Church, 2012 Peachland Blvd.

Carrie Blackwell-Hussey reminds the board to spread the word and attend the upcoming community conversation for the "United Charlotte" kick-off meeting that will be held on November 6, 2013 from 5:30-7:30 pm located at the Charlotte Technical Center Auditorium.

Jessica Ralston informs the board of the upcoming Children's Service Council presentation (Flyer-Attachment D) on the survey results received from the 40 Developmental Assets Survey that we conducted in the five (5) area High Schools. The event will take place on January 13, 2014 at 9am-12pm located at the Port Charlotte Beach Complex. This event will be facilitated by the Search Institute and we are in need of community members to help begin shaping our Community Action Plan to address the needs of our area youth.

10. Adjournment

Michael P. Haymans adjourns meeting at 3:24pm.

Respectfully Submitted,



Recording Secretary