



# Community Action Agency Advisory Board (CAAAB)

## Meeting Minutes

July 18, 2024

<b>Location:</b> Punta Gorda Housing Authority 340 Gulf Breeze Ave.				<b>Time:</b> 1:00 pm to 2:30 pm	
<b>Facilitators:</b> Colleen K. Turner, Secretary/Staff				<b>Recorder:</b> Colleen K. Turner, Secretary/Staff	
<b>Attendees:</b>		<b>Agency:</b>		<b>Attendees:</b>	
<b>Agency:</b>					
Kimberly Dextra	P	Career Source – Community at Large	Cara Reynolds	P	Charlotte County School Board - Elec
Joe Tiseo	P	Board of County Commissioners - Elected	Melissa Lockhart	A	City of Punta Gorda - Elected
Lynn Dorler	P	Boys and Girls Club – Low-income Comm.	Angela Hogan	P	Community at Large
Dianne Munson	P	Community at Large	VACANT		Low-income Community
Paul Polk	P	County Property Appraiser - Elected	VACANT		Low-income Community
Noami Guy	P	GCP – Low-income Community	VACANT		Community at Large
Colleen K. Turner	S	Charlotte County Human Services	Dalton Suggs	G	Citizen
Tara Blackson	S	Charlotte County Human Services	Meranda Pitt	G	Department of Health Charlotte Count
Carrie Walsh	S	Charlotte County Human Services	Tracy Damon	G	GAL
Glinda Pruitt	S	Charlotte County Attorney’s Office	Gabe Fuster	G	Department of Health Charlotte Count
Laurie Kimball	S	Charlotte County Human Services	India Davis	G	Punta Gorda Housing Authority
<b>Key = P(Present), E(Excused), A(Absent), G(Guest), S (Staff)</b>					
<b>ITEM</b>	<b>ACTION</b>			<b>FOLLOW-UP</b>	
1. Welcome and Roll Call	The meeting was called to order by Chairman, Paul Polk, at 1:00 pm. A quorum was present.				
2. Approve Agenda	The agenda was approved, as amended to remove the vote requirement from CSBG-DRSF item, by motion of Dianne Munson, second by Cara Reynolds, and unanimous vote.				
3. Public Input	None. Public Input closed by motion of Lynn Dorler, second by Angela Hogan, and unanimous vote.				
4. CAA Purpose	Staff gave an overview of the Community Action Agency (CAA), the CAAAB, and the purpose of the meeting – to democratically elect				

	member representatives from the Low-Income Community.	
5. Member Election	The floor was open for nominations to represent the Low-Income Community for 2 open seats. Dalton Suggs nominated himself and shared his reason for wanting to serve – to increase the public’s knowledge of programs and services offered at the CAA. India Davis, PGHA, was nominated by and shared her role as the ROSS coordinator and her intention to continue to represent the residents of affordable housing in Charlotte County and their needs, following in the footsteps of her predecessor (long-time member Paula Wilman). Ballots were distributed and collected. Ten (10) votes were received for vacancy #1 and Dalton Suggs was elected 8/2. Ten (10) votes were received for vacancy #2 and India Davis was elected 6/4.	
6. Election of Officers	Paul Polk nominated Angela Hogan for Chair, second by Lynn Dorler and unanimous vote. Paul Polk nominated Commissioner Joe Tiseo for Vice Chair, second by Lynn Dorler and unanimous vote. Both candidates accepted.	
7. Minutes	April 2024 minutes approved as presented by motion of Lynn Dorler, second by Dianne Munson, and unanimous vote.	
8. SFY Contract Amendment	Staff shared the 2024-2025 Contract Amendment	
9. CSBG-DRSF and Disaster Needs Assessment	Staff shared that CSBG-Disaster Recovery Supplemental Funding (approximately \$350,000 distributed in 3 phases) is being received for unmet Hurricane Ian needs. A Disaster Needs Assessment was completed to prioritize Household goods, medical and food supplies, and employment/transportation. The needs assessment was shared. A vote was not sought or required, as, due to tight time constraints, staff took the grant agreement and needs assessment directly to the BCC for approval and acceptance.	
10.FSC Tenancy	Staff and members conducted the annual MOA reviews of existing leased partners and made recommendations to add: COAD membership; submission of COOPs; and mandatory participation at Integrated Case Management committee. MOA modifications were approved by motion of Commissioner Joe Tiseo, second by Cara Reynolds. Lynn Dorler, Angela Hogan, and Noami Guy declared their conflicts of interest, recused themselves from the vote, and signed Form	

	8B (retained with minutes). The motion carried with affirmative votes from all other members. Lease renewals for Boys and Girls Club, Charlotte Behavioral Health Care, Department of Health, and Drug Free Charlotte were approved by motion of Cara Reynolds, second by Paul Polk. Lynn Dorler declared his conflict of interest, recused himself from the vote, and reference signed Form 8B (retained with minutes). Motion carried with affirmative votes from all other members.	
11. Program/Funding Updates	The Human Services leadership team gave an overview of funding and programs offered by the Department.	
12. Ad Hoc Committee Update	Staff gave an update on the Aging, Disabled, Veteran Adult Services ad hoc committee. Next meetings: Aug 8/Sep 12/Oct 10; 1:00pm; FSC and Teams.	
13. Member Comments	<ul style="list-style-type: none"> <li>• Career Source – Kim shared information about an Aug 8<sup>th</sup> 10am-3pm hiring event. So far, 9 employers are registered.</li> <li>• Gulf Coast Partnership – Angela shared information about Stars Academy and the ribbon cutting. Their license is forthcoming. She also shared some upcoming case management employment opportunities.</li> </ul>	
14. Adjournment	<p>There being no further business, the meeting was adjourned.</p> <ul style="list-style-type: none"> <li>• Next full CAAAB meeting – 10.24.2024 1:00 pm at the FSC.</li> </ul>	Proper notice will be made.