



Community Action Agency Advisory Board (CAAAB) Meeting Minutes

April 24, 2025

Location: Family Services Center – 21500 Gibraltar Dr., Port Charlotte			Time: 1:00pm – 2:30 pm		
Facilitators: Tara Blackson, Staff Liaison			Recorder: Laurie Kimball, Staff		
Attendees:		Agency:	Attendees:		Agency
Angela Hogan - Chair	P	Gulf Coast Partnership – Community at Large	Cara Reynolds	P	Charlotte County School Board - Elected
Joe Tiseo – Vice Chair	E	Charlotte Co. Board of County Commissioners - Elected	Anna Gogadze	A	Career Source Center of Southwest Florida
Lynn Dorler	P	Boys and Girls Club – Low Income Community	Melissa Lockhart	A	City of Punta Gorda - Elected
Paul Polk	P	County Property Appraiser - Elected	India Davis	A	Punta Gorda Housing Authority
Diane Munson	P	Community at Large	Dalton Suggs	A	Low-Income Community
Noami Guy	P	Gulf Coast Partnership – Low Income Community	VACANT	-	Low-income Community
Key = P(Present), E(Excused), A(Absent), G(Guest), S (Staff)					
Carrie Walsh	S	Charlotte County Human Services	Laurie Kimball	S	Charlotte County Human Services
Tara Blackson	S	Charlotte County Human Services	Tracy Damon	G	Guardian Ad Litem
Colleen Turner	S	Charlotte County Human Services	Larry Benjamin	G	
William Thompson	S	Charlotte County Human Services	Jeff Lustig	G	
Margaret Selberg	S	Charlotte County Human Services	Anna Crammer	G	
Matt McGee	S	Charlotte County Human Services	Robin Mudge	G	
Item	Action			Follow-Up	
1. Welcome and Roll Call	The meeting was called to order by Chairman, Angela Hogan at 1 :00 pm. A quorum was present.				
2. Approve Agenda	The agenda was approved as presented by motion of Lynn Dorler, seconded by Dianne Munson, motion carried unanimously.				
3. Public Input	Jeff Lustig - Resident, shared his concerns and experience with the lack of advocacy for “end of life care” and wanted the board to consider this issue when examining the needs of our elderly or chronically ill populations.				
4. Minutes	January 23, 2025 minutes, were reviewed and approved by motion of Dianne Munson and seconded by Paul Polk, motion carried unanimously.				

5. Member Appointments	Lawrence “Larry” Benjamin was introduced and has been nominated to fill the Community at Large board position vacated by Paula Wilman. Mr. Benjamin is a Punta Gorda resident, has an extensive background in construction and a strong interest in assisting underprivileged individuals and families. He is civically active and holds leadership/coaching roles in local girl’s fast pitch softball. Paul Polk made a motion to accept the nomination, Lynn Dorler seconded, motion carried unanimously.	
6. FFY 2025 CAP & Strategic Plans	Tara Blackson presented the FFY CAP Plan to members and highlighted the role of the CAAAB and the use of CSBG funds to provide direct client support, education and employment support. She noted an imbalance in the 2025 CHNA top 10 needs which are used by the CAAAB to guide decision making, those needs are heavily health focused vs. community need. There was discussion about the CAAAB going back to doing a separate needs assessment in the future, because this report is only done every 5 years and it is used to drive many important projects. The Human Services Strategic Plan review has just begun and that will be brought back to the CAAAB at a later date. Paul Polk made a motion to approve the plan as written and Lynn Dorler seconded, motion carried unanimously.	<p>The plan was signed by Angie Hogan, Chairman and Carrie Walsh, Director – Human Services and staff will send the plan back tp Steve Homan, Certified ROMA Trainer for ROMA compliance.</p> <p>The Strategic Plan will be presented to the board once completed.</p>
7. Family Services Updates	<p>Integrated Case Management Committee – Tara Blackson explained the work being done by the committee and noted improved attendance by FSC partners and an increased number of referrals, resulting in more clients receiving needed resources.</p> <p>Sr. Program Coordinator Position - Human Services has created a new administrative position to meet current and future needs of the department. The job posting closed on Monday.</p> <p>Level 2 Partners Considered – Area Agency on Aging, the Dubin Center, Dept. of Juvenile Justice and Dept of Children and Families are continuing negotiations for space and use of the FSC facilities.</p>	
8. Gulf Coast Partnership Updates	<p>2025 COAD Pre Season Kick-Off – On April 22nd the COAD hosted a luncheon and presentations our past 4 hurricane & lessons learned, development of an operations manual and the new COAD Committee structure.</p> <p>Legislative Updates- Angela Hogan provided updates on changes at HUD offices, CDBG programs and House bills impacting homelessness.</p>	
9. CCHS Program and Funding	<p>Grant Funding - The Human Services leadership team gave an overview of funding and programs offered by the Department.</p> <p>Seawall Grant – Funding for seawall repairs for low-income families impacted by Hurricane Ian will close on June 31st. The program will</p>	

	reopen July 21 st and remaining funds will be offered to low – moderate income families.	
10. ADV Ad Hoc Committee	The next meeting is scheduled for May 8 th , planning will begin for a summer seniors and veteran’s social event.	
11. Member Comments	Charlotte County Appraisers Office – Paul Polk explained how the catastrophic event - tax refund program functions and noted that residents may apply on line. He also said that his office has received the updated Metro Forecasting – 2025 CIGM Report and that it shows that the county populations is now estimated at 224,147.	Staff will get a copy of the report sent to interested CAAAB members.
12. Adjournment	A motion was motion was made by Lynn Dorler to adjourn the meeting and seconded by Paul Polk, motion carried unanimously. The next full CAAAAB meeting will be held Thursday, July 24, 2025, 1 pm – 2:30p, in the Family Services Center Teaching Kitchen.	