

APPROVED JUNE 25, 2019

Montgomery County Community Action Board Meeting
April 23, 2019
1401 Rockville Pike, Room 3603

MINUTES

CAB Members Present: Isaac Osei Asare, Meredith Bowers, Janice Freeman, Gail Gunod-Green, Laura Irwin, Ron Jennings, Tiffany Jones, Will Kenlaw, Agnes Leshner, Myriam Paul, Steve Ruffin, and Zelda Wafer-Alonge

CAB Members Absent: Valerie Chatfield-Smith, Lisa Conlon, Jackie Dennard, Lisette Engel, Pamela Lockett, and Mike Subin

Staff: Sharon Strauss, Charlene Muhammad, Aizat Oladapo, and Leah Goldfine

Guest: Susan Burket

Call to Order: The meeting was called to order at 7:10 pm.

Consent Agenda

Gail moved to accept the consent agenda and Agnes seconded the motion. All voted in favor. The consent agenda included the following documents: minutes from the March 2019 CAB meeting, meeting evaluations summary from the March 2019 CAB meeting (email only), Executive Director's report, Head Start report, Head Start grant notice (email only), P card statements and grant update (email only), contracts report, Food Council report (email only), staff liaison's report (email only), CAB comments re: proposed changes to SNAP (email only), CAB testimony: LETT Act (email only), Parks and Recreation Advisory Committee report (email only) and the Advisory Committee on Consumer Protection report (email only).

Steve provided an update on parliamentary procedure regarding approval of the consent agenda.

CAB Updates

An action item regarding funding for MCPS was tabled for the next meeting.

Board members reviewed the CSBG annual report. There were no questions about the report. Gail moved to accept the annual report and Tiffany seconded the motion. All voted in favor.

Sharon reported that the agency had the opportunity to apply for a CSBG discretionary grant. The state can set aside 5% of CSBG funds for discretionary grants. This is a competitive process that our agency was unable to participate in previously due to the structure of the grant cycle. This year, the agency is able to apply for a grant that would provide VITA staff to support the East County Opportunity Zone and Thriving Germantown. The agency's request is for \$25,000 to

support two contractors and operating costs. The additional staff will connect VITA clients with other services at the two locations.

CAB members reviewed the FY20 Executive Committee slate. Tiffany nominated Steve Ruffin from the floor to serve as an Executive Committee member at-large. Steve accepted the nomination and his name was added to the ballot. Ballots were submitted and the new Executive Committee was later announced:

Chair: Laura E. Irwin

Vice Chair: Tiffany Jones

Secretary: Isaac Osei Asare

At-Large Members: Lisette Engel, Myriam Paul, Steve Ruffin, and Mike Subin

The new Executive Committee will be installed at the June CAB meeting to serve a one-year term.

Contracts

Board members received a written contracts report and Food Council report. Aizat noted that CASA de Maryland requested a budget amendment to modify their fringe benefits. The request was sent to the department's compliance office. Kids In Need of Defense requested budget modifications, which have been approved. Aizat noted that the CASA de Maryland social services contract would be moved to DHCA for FY20. FY20 Community Grants would be announced in two weeks. Organizations are hoping to avoid a break in service from FY19 to FY20.

Aizat reported that as part of the Food Council, she joined the Food Security Advisory Group for an event featuring IMPACT Silver Spring. The session focused on advocacy. Participants agreed to work within their communities to address food insecurity and report back to the Food Council. They will also share resources of food service providers and nonprofit resources in the county.

Head Start Updates

Charlene reported that the accreditation process for half of the Head Start classes is underway. The new system MSDE is using has some glitches and this has caused challenges during the process. There have also been delays getting the contractors assisting with this process out to the classrooms. Some teachers were reluctant to have another round of classroom observation. Charlene has inquired as to whether or not the CLASS scores can be used for accreditation, instead of having to complete new observations.

Charlene reported that enrollment is going well. There is a new system in place to streamline the registration process. Several people, rather than just one person, now approve eligibility.

The next set of child assessment data for the winter was received. Charlene will share this information at the next meeting.

Charlene reported that Head Start submitted an application for funding to install protective canopies at the Head Start/Pre-K playgrounds. The agency was awaiting a decision.

Executive Director's Updates

Sharon reported that the new Community Services Aide started at TESS.

MCAP received funding from the state for two-gen programs. MCAP leadership discussed the primary needs regarding two-gen work. Feedback focused on collecting data to measure the impact of whole family approaches, integrating data, and issues regarding coordination of services. MCAP is now doing a self-assessment for all agencies to determine how funds will be used. Each agency will receive \$50,000 for two-gen work. Our agency will need to work hard to deliver results on these efforts.

Sharon noted that the Board has been advocating for more County funds to support the agency and address the budget shortfall. She reported that the Board's advocacy efforts have been heard. During the budget process, the Council asked about VITA outcomes and the Community Action budget. This is the first year that the Council asked about CAA positions and this can be attributed to the Board's advocacy efforts. The Board can review the Council's full report on the CAA budget, which includes the staff response to questions.

Sharon reported that the VITA tax season ended on April 15. A special celebration for VITA volunteers and partners was held that day. County Councilmember Gabe Albornoz and representatives for other elected officials attended this event. The stats for the tax season were very good. The total impact was over \$5 million and the program served over 2,000 households. According to client data, a very large percentage of those served had very low incomes. The clients were very diverse, both in terms of race/ethnicity and language spoken. It is interesting to note that 95% of households served indicated that they were "banked".

Announcements: Laura reported that she attended the CIP budget forum in Silver Spring and was able to discuss the TESS facility issues with the County's facilities staff. Feedback was shared with the County Executive.

Adjourn: The meeting was adjourned at 8:15 pm.