

APPROVED OCTOBER 25, 2022

Montgomery County Community Action Board
Rock Creek Regional Park
September 20, 2022

MINUTES

CAB Members in Attendance: Elaine Carballo, Lisa Conlon, Denise Fredericks, Candace Groudine, Jeffery Johnson, Will Kenlaw, Timothy Robinson, Claudia Simmons, and Zelda Wafer-Jones

CAB Members Absent: Valerie Chatfield-Smith, Erika Conner, Danette Lawrence, Pamela Luckett, Eneshal Miller, Lisette Orellana Engel, Myriam Paul, and Mike Subin

CAA Staff: Sharon Strauss and Leah Goldfine

Guest: Tiffany Jones

Call to Order: Without a quorum present, an informational meeting was held. It was called to order at 6:07 pm.

Consent Agenda

The consent agenda could not be approved due to a lack of a quorum. It will be reviewed and approved at the next CAB meeting.

Board members received the following documents ahead of the meeting: minutes for the June 28, 2022 meeting; evaluations summary for the June 28, 2022 meeting; Executive Director's Report; Head Start Report and PIR data report; Contracts Report and FY23 Contracts List; Staff Liaison's Report; CAB CSBG Organizational Standards survey summary report; Budget update; List of CAB Accomplishments for FY22; TESS report; and VITA report.

CAB Updates

Staff and CNA Committee members provided an update on the Community Needs Assessment. A group of research consultants, along with CAA staff, developed a first draft of the full report. Earlier that day, the CNA Committee members participated in a meeting with the consultants where they received an overview of the report and some key highlights. Committee members noted that the report includes a great deal of useful information reflecting the most pressing needs of the community. Once the full report is reviewed and approved by the CAB, the Committee will develop an executive summary that will be used for advocacy.

Staff reported that 44 CAI interviews were conducted over a two-week period. Numerous board members and CAI Ambassadors served on the interview panels. A selection meeting was held the previous day and 25 participants were selected for the program. An additional group of six applicants were placed on a priority list for the following year if they choose to reapply.

Dr. Johnson reported that he and Zelda participated in the National Community Action Partnership conference in New York. Zelda shared a presentation about the CAI at one of the workshops and Dr. Johnson noted that she did a phenomenal job. June Henderson, a CAI graduate, also presented at the same workshop. Zelda later reported that workshop participants were very impressed by the CAI. Dr. Johnson shared some key takeaways from the conference, including the need to reach out to young people and seniors, integration of technology into our work, continuing our work without fear, and giving ourselves credit for CAAs' resilience during the pandemic.

Executive Director's Report

CAB members received a detailed Executive Director's report with updates on the agency's programs. Sharon noted that the FY23 CSBG budget was approved by the Executive Committee in August. Four DHHS positions have been assigned to Community Action to start a navigation unit. These positions include a Program Manager and three Community Services Aides (Navigators).

Sharon reported that there was some question about Services to End and Prevent Homelessness (SEPH) being able to spend down the CARES Act funding that CAA allocated to them for rental assistance. It now looks like they will be able to spend the funds before the deadline. As well, the agency is using some of its CARES Act funding to hire the CASH Campaign of Maryland to provide strategic planning for VITA.

Sharon noted that a few issues have come up at the new TESS location. People with substance abuse issues have been lingering near the entrance. DHHS management has been made aware of the issue.

Sharon reported that the new Interactive Self-Sufficiency Standard with 2022 data will soon be available. The full dataset should be available in December or January. Sharon will be providing a presentation about the SSS to the League of Women Voters, which is interested in utilizing the SSS in their work.

The TESS team responded to a fire at an apartment building near Grosvenor. Since this is a more affluent area, most residents did not need extensive services but were appreciative of the County and its response. Sharon noted that TESS is now called on to respond to emergencies all over the County.

Head Start

CAB members received a detailed written report for Head Start with updates on the program, along with the PIR data report. Lisa reported that Head Start is close to full enrollment. There are significantly more vacancies in the half-day classes, highlighting the need for full-day classes.

Contracts

Board members received a detailed written report with updates on the agency's contracts, along with a list of FY23 contracts that are monitored by the CAA.

Announcements

Lisa reminded CAB members that they are invited to the annual Head Start Providers' Meeting on October 28 from 9:30 – 11:30 am.

Timothy noted that moving forward, it would be helpful to look back at what has changed for the board's work during the pandemic. What changes do we want to keep? What do we think was better before? The agency is already doing this with its programs and determining how the programs will look now that things are returning to "normal".

Adjournment: The meeting ended at 6:48 pm.