



MIAMI-DADE COUNTY, FLORIDA  
COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT

701 NW 1<sup>st</sup> COURT, SUITE 1000  
MIAMI, FLORIDA 33136  
(786) 469-4600 /FAX: (786) 469-4703

COMMUNITY ACTION AGENCY BOARD  
OFFICERS:

- DR. JOYCE PRICE**  
*Chairperson*
- REGINA GRACE**  
*1<sup>st</sup> Vice Chair*
- DERRICK WILLIAMS**  
*2<sup>ND</sup> Vice Chair*
- VACANT**  
*3<sup>rd</sup> Vice Chair*
- VACANT**  
*Secretary*
- NATALIE ROBINSON-BRUNER**  
*Assistant Secretary*
- DR MICHAEL G. FRESCO**  
*Treasurer*
- ALVIN W. ROBERTS**  
*Parliamentarian*
- TWAQUILLA EATMAN**  
*Policy Council Chair*
- MARJORIE YORK**  
*At-Large Member*
- DR. CATHIA DARLING**  
*At-Large Member*
- DR. WILLIAM ZUBKOFF**  
*Former Chairperson*

- MEMBERS:**
- Horacio Aguirre
  - Elaine Adderly
  - Countess Balogun
  - Elizabeth Berenguer
  - Dr. Santarvis Brown
  - Charlotte Cassel
  - Janie F. Centeno
  - Alexander Chenault
  - Tiffany B. Crapp
  - Luis DeRosa
  - Carol A. Gardner
  - Gloria Joseph
  - Marissa Lindsey
  - Dr. Melissa Noya
  - Leah Shadle
  - Kelly Valle
  - Larry Williams

- EMERITUS MEMBERS:**
- \*\*James Fayson
  - \*\*Rev. Wilfred McKenzie
  - \*\*Lillie Williams

- DIRECTOR:**
- Sonia J. Grice
  - \*\* Deceased

COMMUNITY ACTION AGENCY BOARD MEETING  
MONDAY, OCTOBER 4, 2021 @ 4:00 P.M.

AGENDA

- CALL TO ORDER**
- INSPIRATIONAL MESSAGE**
- CAA MISSION STATEMENT**
- ROLL CALL/INTRODUCTIONS**

Mission Statement

"To empower economically disadvantaged individuals, families and communities through advocacy, education, resource mobilization and service delivery."

**1. CHAIRPERSON'S COMMENTS**

Update on CAA Board Members:  
Luis DeRosa was elected to the CAA Board to represent the Wynwood Target Area effective 9-2-2020.  
Commissioner Dorothy Johnson resigned from the CAA Board, effective 11-12-2020.  
Zelalem Adefris resigned from the CAA Board, effective 12-9-2020.  
Tiffany B. Crapp was appointed to the CAA Board as the Miami-Dade County Mayor's designee effective January 11, 2021.  
Leah Shadle was appointed to the CAA Board by Commissioner Higgins, effective February 2, 2021.

Updates on the Executive Committee:  
Regina Grace succeeds to 1<sup>st</sup> Vice Chair, and Derrick Williams succeeds to 2<sup>nd</sup> Vice Chair.  
The 3<sup>rd</sup> Vice Chair position is vacant and the date of elections for the 3<sup>rd</sup> Vice Chair are to be determined.

- A. Adoption of the Agenda
- B. Recommendation: Approval to Accept the Board Meeting Minutes – October 5, 2020 [pgs.5-9]

**2. REASONABLE OPPORTUNITY TO BE HEARD**

**3. COMMITTEE REPORTS/ACTION ITEMS**

- A. Committee Reports
  - 1. Executive Committee
    - \* Recommendation: Approval to Accept
    - a. Joint Finance and Executive Committee Meeting Minutes – October 5, 2020 [pgs.10-13]
    - b. Special Call Meeting Minutes – October 29, 2020 [pgs.14-16]
    - c. Joint Finance and Executive Committee Meeting Minutes – January 4, 2021 [pgs.17-26]
  - 2. Advocacy Committee
    - \* Recommendation: Approval to Accept
    - a. Advocacy Committee Meeting Minutes – February 24, 2020 [pgs.27-30]
    - b. Advocacy Committee Meeting Minutes – September 27, 2020 [pgs.31-33]
  - 3. Education Sub-Committee
    - \* Recommendation: Approval to Accept
    - a. Education Sub-Committee Meeting Minutes – February 13, 2020 [pgs.34-36]
  - 4. Family and Community Services Division
    - a. LIHEAP CARES-ACT update [pgs.37-38]
    - b. LIHEAP Regular update [pg.39]
    - c. LIHEAP Eligibility update [pg.40]

**COMMUNITY ACTION AGENCY BOARD  
OFFICERS:**

- d. Annual CSBG Community Action Plan [pg.41]
- 5. Approval of the 2020 CAHSD Community Needs Assessment, as presented to the Board by Florida International University on October 5th, 2020 [pgs.42-215]
- 6. Annual Community Service Block Grant (CSBG) Community Action Plan FY 20-21 [pgs.216-249]
- 7. Community Action and Human Services Business Plan [pgs.250-264]
- 8. County Audit [pgs.265-296]
- 9. Head Start/ Early Head Start Policy Council Chairperson’s Report for October November, and December [pgs.297-301]
  - \*Recommendation: Approval to Accept:
  - a. 2020-2021 Head Start/Early Head Start Self-Assessment Plan [pgs.302-305]
  - b. 2020-2021 Early Head Start-Child Care Partnership Self-Assessment Plan [pgs.306-309]
  - c. 2020-2021 EHS Expansion-CCP Self-Assessment Report [pgs.310-320]
  - d. 2020-2021 EHS Expansion-CCP Program Improvement Plan [pgs.321-326]
  - e. 2020-2021 EHS Expansion-CCP Training and Technical Assistance Plan [pgs.327-351]
  - f. 2020-2021 EHS Expansion-CCP Grant Budget [pgs.352-354]
  - g. 2020-2021 Parent Activity Fund Guidelines [pgs.355-360]
  - h. Head Start/Early Head Start Program’s Proposed Carryover Balance [pgs.361-364]
  - i. Head Start/Early Head Start Program’s COVID-19 Proposed Carryover Balance [pgs.365-370]
  - j. Early Head Start Child Care Partnership Program’s COVID-19 Proposed Carryover Balance [pgs.371-374]
  - k. 2020-2021 Policy Council Bylaws [pgs.375-392]
  - l. Adjusted 2020-2021 Selection Criteria [pgs.393-394]
  - m. 2021-2022 Recruitment Plan and Selection Criteria [pgs.395-424]
  - n. Disabilities Policies and Procedures [pgs.425-447]
  - o. Education Policies and Procedures [pgs.448-494]
  - p. HS/EHS Planning and Budget Reports PY 2019-20 for September, and October 2020 [pgs.495-499]
  - q. HS/EHS Planning and Budget Reports PY 2020-21 for August, September, October, November, and December 2020 [pgs.500-512]
  - r. HS/EHS One Time Activities COVID-19 Reports PY 2019-2020 for August, September, October, November, and December 2020 [pgs.513-525]
  - s. EHS-CCP Planning and Budget Reports PY 2019-2020 for September, and October 2020 [pgs.526-531]
  - t. EHS-CCP Planning and Budget Reports PY 2020-2021 for August, September, October, November, and December 2020 [pgs.532-545]
  - u. EHS-CCP One Time Activities COVID-19 Reports PY 2019-2020 for August, September, October, November, and December 2020 [pgs.546-559]
  - v. Combination – Expansion EHS-CCP One-time Activities COVID-19 Reports PY 20-21 for September, October, November, and December 2020 [pgs.560-571]

- w. Combination – Expansion EHS-CCP Planning and Budget Reports PY 2020-21 for September, October, November, and December 2020 [pgs.572-583]

**4. DIRECTOR’S REPORT/DEPARTMENTAL UPDATES – INFORMATIONAL**

- A. Divisional Updates/Content Area Reports [pgs.584-585]
1. Elderly and Disability Services [pgs.586-591]
  2. Energy, Facilities & Transportation [pgs.592-602]
  3. Family and Community Services [pgs.603-607]
  4. Psychological Services [pgs.608-617]
  5. Violence Prevention and Intervention [pgs.618-623]
  6. Greater Miami Service Corps [pgs.624-629]
  7. Rehabilitative Services [pgs.630-634]
  8. Head Start Early Head Start Content Area Report for September, October, and November [pgs.635-694]
  9. ACF-IM-HS-20-05 Fiscal Year (FY) 2021 Monitoring Process for Head Start and Early Head Start Grantees [pgs.695-698]
  10. ACF-PI-HS-20-06 Administrative Simplification for Consolidating Head Start Grants, Including Early Head Start-Child Care Partnerships [pgs.699-701]
  11. ACF-PI-HS-20-07 Interim Final Rule on Flexibility for Head Start Designation Renewals in Certain Emergencies [pgs.702-704]

**5. OTHER/NEW BUSINESS**

**6. ANNOUNCEMENTS**

**7. ADJOURNMENT**

**Next CAA Executive Committee Meeting:**

**Monday, November 1, 2021  
4:00 P.M.**

**Next CAA Board Meeting**

**Monday, November 8, 2021  
4:00 P.M.**

**Community Action Agency (CAA) Board Decorum**

Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the CAA Board and its committees or Community Advisory Committees, shall be barred from further appearance before said Board and committees by the presiding officer, unless permission to continue or again address the CAA Board and its committees or Community Advisory Committees is granted by the majority vote of the members present. No clapping, applauding, heckling, or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. No signs or placards shall be allowed in CAA Board and committee meetings or Community Advisory Committee meetings. Persons exiting meetings shall do so quietly. Talking on cell phones is not permitted in CAA Board and committee meetings or Community Advisory Committee meetings.

Ringers must be set to silent mode to avoid disruption.