CONSOLIDATED COMMUNITY FUNDING ADVISORY COMMITTEE  
Tuesday, January 9, 2018

Fairfax County Government Center  
12000 Government Center Pkwy  
Conference Room 9/10  
Fairfax, Virginia 22035

Meeting Notes

CCFAC Members Present:  Jim Edwards-Hewitt (chair), Dick Kennedy (vice-chair), Judy Farabaugh, Michele (Cookie) Hymer-Blitz and Ann Zuvekas

Inter-Agency Staff Present: Beverly Moses, Jenny Hsu, Laura Lazo, Katie Strotman and Sarah Brinkmoeller

CALL TO ORDER

J. Edwards-Hewitt called the meeting to order at 7:35 pm.

APPROVAL OF DECEMBER 12, 2017 MEETING NOTES

The notes for the December 12, 2017 meeting were approved unanimously as presented.

CONSOLIDATED PLAN ONE-YEAR ACTION PLAN FOR FY 2019 (ACTION PLAN)

The recommendations of the Working Advisory Group for use of CDBG, HOME and ESG allocations for FY 2019 were approved unanimously on the motion of J. Farabaugh seconded by M. Hymer-Blitz.

By unanimous vote on the motion of J. Farabaugh seconded by A. Zuvekas, staff was authorized to release the proposed Consolidated Plan One-Year Action Plan for FY 2019 for public comment.

B. Moses distributed an updated Fiscal Year 2018 CCFAC Meeting Schedule & FY 2019 Action Plan Timeline and discussed the timeline for submission of the Action Plan to HUD. At its February 6 meeting, the Board is expected to authorize a public hearing on the Action Plan to be held on March 20, 2018. Staff will announce the opening of the public comment period after the Board authorizes the March 20, 2018, public hearing. The public comment period will end on March 20, 2018, after the public hearing. Copies of the Action Plan will be placed at all government centers and libraries. Staff does not anticipate receipt of the HUD notice of actual allocations before the public hearing.

CCFAC ORGANIZATIONAL STRUCTURE/MEMBER RECRUITMENT

J. Edwards-Hewitt reminded the committee that staff had been requested to determine the minimum number of meetings required as a result of questions about the demand placed on CCFAC members’ schedules and ways to improve new member recruitment.
L. Lazo distributed the Citizen Participation Plan for the Consolidated Plan and the CCFAC Bylaws. She reported that any proposed amendment to the CCFAC bylaws should provide for a minimum of six meetings of the CCFAC in order to accomplish current CCFAC responsibilities. The bi-annual debriefing of the CCFP SAC could be conducted at regularly scheduled May meetings.

M. Hymer-Blitz pointed out that the proposal is to change the minimum number of required meetings, while allowing the ability to hold additional meetings. She also reported that the Disabilities Services Board recently reduced the minimum number of meetings to eight. The current requirement to hold 10 CCFAC meetings is a lot since current CCFAC members are also active members of other committees.

J. Edwards-Hewitt distributed a draft of alternative amendments for consideration. He reminded members that any vote to amend the bylaws would have to take place at least thirty days after the amendment is proposed.

A. Zuvekas recommended that any changes to the bylaws be delayed until more is known about the perspective of the new County Executive. She also proposed that any changes to the bylaws provide for an active executive committee as a means of reducing the number of times that the full CCFAC is required to meet.

K. Strotman provided follow-up about the working group referenced by former Deputy County Executive P. Harrison at the last meeting. The small work group of representative staff and CCFAC members will review and work on CCFAC governance issues. The thought is that community participation on the work group is not needed because the focus is on CCFAC governance rather than on setting CCFP funding priorities. Some Board members want clarity on CCFAC’s role relative to the Board with respect to the CCFP priority setting process, as well as the Board’s role with respect to CCFAC recommendations and decisions. There are newer Board members who are learning how the process works. The goal is to convene the work group quickly to ensure that the questions that have been raised by Board members are answered before the Board approves the CCFP awards for the next two-year cycle. Issues and questions were raised by Board members at the June 2017 meeting during their consideration of CCFP funding priorities.

In response to concerns expressed by some CCFAC members, K. Strotman agreed to provide feedback to the new Deputy County Executive T. Deeghan about the desire to have community input. K. Strotman encouraged CCFAC members to watch the recording of the June 2017 meeting for better understanding of the questions and concerns expressed by Board members. She also explained that the executive committee of the CCFAC would not be a good alternative to convening a work group because of the public meeting requirements applicable to the CCFAC.

J. Edwards-Hewitt solicited CCFAC member volunteers to participate on the committee. D. Kennedy proposed that either the president or vice-president be one of the two CCFAC representatives on the work group. The interests of A. Zuvekas, M. Menapace and M. Blum were noted. M. Hymer Blitz requested that a description of work group, including expected number of meetings and timeline be sent all CCFAC members before the decision is made.
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The CCFAC unanimously granted the request by J. Edwards-Hewitt for authority to appoint CCFAC representatives to serve on the work group. He agreed that a third CCFAC member would be appointed to serve as an alternate.

J. Edwards-Hewitt reported on behalf of M. Menapace that the Human Services Council is not inclined to take on any of the CCFAC duties unless directed to by the County Executive or Deputy County Executive.

A. Zuvekas expressed the opinion that the new County Executive is likely to have to learn more about Fairfax County health and human services. K. Strotman reported that he is being briefed on all Fairfax County operations, including human services.

L. Lazo offered to invite Deputy County Executive T. Deeghan to attend a CCFAC meeting for introduction and discussions.

INFORMATION FROM APPOINTING ORGANIZATIONS

J. Farabaugh reported that Fairfax County Public Schools has published its new school year calendar and developed its proposed budget. The new superintendent has announced that he will review decreasing personnel and other areas but will not cut programs.

A. Zuvekas reported that the Alliance for Human Services is preparing for the budget.

M. Hymer-Blitz reported that the Disability Services Board will not meet in January.

OTHER BUSINESS

On behalf of M. Blum, L. Lazo reported that the Human Services Council community meeting will be held on Saturday, February 3. L. Lazo reported M. Blum also would like to add a provision in the bylaws that will allow members to phone into the meeting, but not be counted for purposes of establishing the quorum and not be allowed to vote by telephone participation. L. Lazo agreed to check on any legal issues about permitting telephone participation.

The meeting adjourned at 8:38 pm.

Next CCFAC Meeting Dates: Tuesday, February 13, 2018, 7:30 p.m., Fairfax County Government Center, Room 9/10