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Description automatically generatedFairfax County Community Action Advisory Board (CAAB)**

**Meeting Minutes – Tuesday, January 3, 2023, 7:30pm**

**Meeting held electronically due to the COVID-19 pandemic**

**By ZOOM video/audio platform**

The virtual meeting was called to order at 7:30 pm by Chair Michelle Jefferson, who proceeded with doing the member roll call.

**Members in attendance with locations**: Matthew Bell, Alexandria, VA; Jim Edwards-Hewitt, Mason District, VA; April Hall, Reston, VA; Kevin Hickerson, Centreville, VA; Michele “Cookie” Hymer Blitz, Herndon, VA; Morgan Jameson, Fairfax, VA; Michelle Jefferson, Fairfax, VA; Maria Isabel Leiva Alfonso, Falls Church, VA; Michael Mahrer, Falls Church, VA; Marcia McDevitt, Reston, VA; Ken McMillon, Falls Church, VA; Michele Menapace, Alexandria, VA; Phil Rosenthal, Fairfax Station, VA; Heather Thomas, Centreville, VA; Alice Yam, Herndon, VA; Shari Zamarra, Fairfax, VA;

**Absent**: Nermin AbdelWahab; Alicia Doe; Mary Ann Floto; Hawa Hassan; Ann Macpherson; Whitney Richardson; Alex Rodriguez; Benjamin Zuhl

**Guest(s):** Nadia Pedersen, Sandra Barksdale

The motion that all members present were able to be heard was made by Michelle Jefferson, seconded by Michele Menapace, and passed with no objections. The motion to allow CAAB business be done via an electronic meeting due to the COVID-19 emergency was made by Michele Jefferson, seconded by Michele Menapace, and was carried without objection.

**Minutes – December 6, 2022**

The motion to approve the meeting minutes was made by Phil Rosenthal, seconded by Ken McMillon and was carried without objection. The minutes will be updated to reflect Michele Menapace’s meeting location and the correct spelling of Michelle Jefferson’s name.

**Annandale Resource Center**

A 1,800-square-foot space located in the Heritage Shopping plaza will house the Boys & Girls Clug of Annandale. Partners and community members will also be able to use the space – those uses are yet to be determined. During the January meeting, the Senior Regional Director of Operations of the Boys and Girls Clubs of Greater Washington, Nadia Pederson, provided a description of the programs and services that are offered by the Boys and Girls Club. (A description of the programs is attached). Operating hours for the Boys and Girls Club will be from 2pm to 7pm Monday thru Friday (7861-B Heritage Drive, Annandale, 22003). Summer hours may be longer depending on the other programs/services that are housed in the Center.

**CAAB Member Information Sharing**

* Michele Menapace gave an update on the literacy data included in the 2022 Needs Assessment. The report was completed before programs submitted year end data. The assessment has been updated with the correct data. In the future, reports will include the date when data was gathered to avoid any confusion.
* Michael Mahrer shared that the English Empowerment Center enrollment is opening on January 9th.
* Cookie Blitz shared that the Virginia Interfaith Center for Public Policy will have a Richmond Lobby Day in January.
* Shari Zamara shared that the project for affordable housing at the government center is moving along well.
* Jim Edwards-Hewitt mentioned his term on the CAAB is up in February. He has served on the CAAB for 17 years; he will continue to serve until Supervisor Gross has named a new representative.

**Membership and Elections**

The current executive committee members (Chair, Vice-chair and Secretary) will make up the slate of officers to be voted on at the February 2023 meeting. Kevin Hickerson will join the Membership and Elections Committee. The Membership and Elections Committee continues to work towards filling the vacant board slots.

**Fairfax County Delegation Public Hearing**

The Fairfax County delegation to the General Assembly will hold an in-person public hearing regarding the upcoming 2023 session on Saturday, January 7, 2023, at 9 a.m. CAAB members discussed the CAAB funding priorities (Housing, Health & Social/Behavioral Development, Support Services, and Education and Cognitive Development) and how they align with the Fairfax County Board of Supervisors’ Legislative Agenda. Michelle Jefferson and Maria Leiva will be making comments; Michelle Jefferson and Heather Thomas will reach out to members not present during the January meeting to determine their interest and availability in providing comments during the public hearing. Staff will work with CAAB members to develop the comments.

**CSBG FY23 1st Quarter Report Follow Up**

Staff provided an update to the questions raised during the December discussion of the CSBG FY23 1st Quarter Program Progress Report.

* **Cornerstones - Kids & Parents Engage:**  
  The staffing issues indicated in the report are believed to be a result of the current competitive market. The program is also being reorganized to consolidate staffing at the Herndon location from a Youth Program Aide and Youth Program Coordinator to having a Senior Youth Program Coordinator instead. Both positions have been vacant for an extended period and the critical reason cited by qualified applicants for turning down offers is the salary range, so Cornerstones is consolidating the two positions to allow for a more competitive salary for one individual (proposed salary will now be $50,500-$52,000). None of these positions complete virtual work.
* **Family Counseling Center of Greater Washington – Mental Health & Counseling Services:**  
  Staffing issues indicated in the report were strictly related to summer vacations taken by current staff.
* **Shelter House - Artemis House:**  
  The reason zero clients achieved the outcome in Q1 is because the outcome is measured by a survey conducted prior to clients exiting the program. No clients completed this survey in Q1.

**Adjournment**

The meeting was adjourned at 9:22 pm.