**Fairfax County Community Action Advisory Board (CAAB)**

**Meeting Minutes – Tuesday, August 2, 2022, 7:30pm**

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

**By ZOOM video/audio platform**

The virtual meeting was called to order at 7:40 pm by Chair Michelle Jefferson, who proceeded with doing the member roll call.

**Members in attendance with locations**: Nermin AbdelWahab, Fairfax, VA; Matthew Bell, Fairfax, VA; Alicia Doe, Lorton, VA; Jim Edwards-Hewitt, Mason District, VA; Hawa Hassan, Fairfax, VA; Kevin Hickerson, Centreville, VA; Caroline Hockenberry, Vienna, VA: Michele “Cookie” Hymer Blitz, Herndon, VA; Michelle Jefferson, Fairfax, VA; Hari Kurup, Falls Church, VA; Maria Isabel Leiva Alfonso, Falls Church, VA; Michael Mahrer, Falls Church, VA; Michele Menapace, Fairfax, VA; Phil Rosenthal, Fairfax Station, VA; Heather Thomas, Centreville, VA; Alice Yam, Herdon, VA; Shari Zamarra, Fairfax, VA

**Members in attendance who joined after roll call:** Ken McMillon, Marcia McDevitt, Ben Zuhl

**Absent**: Morgan Jameson, Isaac Orea-Montero, Whitney Richardson

**Guests**: Mary Ann Floto, Katie Wilson

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 Ken McMillon and was carried without objection.

**Minutes – July 5, 2022**

The motion to approve the meeting minutes was made by Phil Rosenthal, seconded by Michele Menapace. It was requested that it be clarified in the minutes that the documentary, “Hiding in Plain Sight”, is a documentary about youth mental health.

**Bailey’s Crossroads/Culmore Place-Based Initiative (PBI)**

Katie Wilson, Program Manager, shared details about the Bailey's Crossroads/Culmore Place-Based Initiative (PBI). This is a new project led by George Mason University in partnership with Kaiser Permanente which aims to bring together a coalition of organizations providing social services to the residents of the Bailey's Crossroads/Culmore community. The PBI Coalition, comprised of nonprofits, churches, and local government, hopes to make a greater impact in improving the quality of lives of low-income residents through increased collaboration and collectively sharing data and resources. (Presentation slides are available at <https://www.fairfaxcounty.gov/neighborhood-community-services/community-action-advisory-board/meetings>)

CAAB members made suggestions about possible resources and partners in the community (e.g. Second Story and Opportunity Neighborhoods, Boys and Girls Clubs, Catholics Charities, ComputerCore).

**CAAB Member Information Sharing**

* Michelle Jefferson shared that Supervisor Lusk will join the October CAAB meeting.
* There was a discussion about the lack of affordable childcare and its impact on keeping women from working in Fairfax County. Lack of affordable childcare is an issue that the CAAB may want to focus on.
* Nermin AbdelWahab will locate and share Fairfax County’s Regional study on fair housing issues. There was an interest in having the group come to the CAAB to present on the study’s findings.
* Ken McMillon gave a summary about the recent Fairfax NAACP meeting where the group discussed the impact extreme heat is having on individuals experiencing homelessness. Ken will share the link to the recording when it becomes available.
* Michele Menapace shared that county buildings have been designated as cooling centers – employees have been instructed to allow individuals in to cool off. Concerns about the policy not being followed should be directed to Deputy County Executive Chris Leonard.
* National Voter Registration Day is September 20th from noon to 4 p.m. at county libraries.

**All-virtual Meetings & Remote Participation Policies**

The CAAB approved the All-virtual Meeting and Remote Participation Policies. These policies will not go into effect until in-person meetings have resumed. The All-virtual Meeting policy will allow the CAAB to meet up to 3 times in an all-virtual format, provided that the public is made aware of the meeting platform and is given details as to how to participate virtually. The Remote Participation policy details the circumstances in which members may participate remotely, provided that there is a quorum physically present in the meeting location.

**Program Progress Report Template**

To help programs in providing more focused information on their narrative program reports, the CAAB Executive Committee met recently to develop a guidance document. This guidance document includes questions that providers can use as they develop their quarterly reports. The document will be provided to programs ahead of the FY23 first quarter report deadline.

**Adjournment**

The meeting adjourned at 9:30 pm.