



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 5

**Agenda Date:** March 20, 2025

**In Control:** Community Action Advisory Board Meeting

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Community Action Advisory Board Annual Governance Training for members

**SUMMARY:**

The Department of Human Services, as the official Community Action Agency for San Antonio and Bexar County, administers the Community Action Program. The CAAB advises the Department of Human Services and San Antonio City Council on needs, concerns, and goals of low-income persons, recommends policies, and advises on the allocation of federal Community Services Block Grant (CSBG) funds. DHS/Community Action Partnership have administered emergency and long-term case management programs for income eligible residents of Bexar County since 1979.

**BACKGROUND INFORMATION:**

Created as part of the Economic Opportunity Act of 1964, the Community Services Block Grant (CSBG) Program is designed to reduce poverty, revitalize low-income communities, and empower low-income families to become self-sufficient.

The Department of Human Services, as the official Community Action Agency for San Antonio and Bexar County, administers the Community Action Program. The CAAB advises the Department of Human Services and San Antonio City Council on needs, concerns, and goals of low-income persons, recommends policies, and advises on the allocation of federal Community Services Block Grant (CSBG) funds. DHS/Community Action Partnership have administered emergency and long-term case management programs for income eligible residents of Bexar County since 1979.

#### **ISSUE:**

Rules and regulations for the CSBG grants as set forth by the U.S. Department of Health and Human Services (HHS) require the CAAB to review programmatic actions to oversee certain key responsibilities.

#### **FISCAL IMPACT:**

There is no anticipated impact to the general fund because of these actions.

#### **ALTERNATIVES:**

The review of the items included in this memorandum are required for program compliance.

#### **RECOMMENDATION:**

Staff will present a briefing on this item subject to possible action by the CAAB. Staff recommends review and approval of the items included in this memorandum.