



## Community Action Advisory Board

Thursday, August 22, 2024

Brady Head Start, 1227 Brady Blvd, SA, TX 78207

5:30 PM

### **Mission Statement**

A forum for policy on poverty and to assure that the issues of the poor are effectively heard and addressed, and to inspire self-sufficiency in individuals and families, respecting and recognizing their desire to make a change for themselves and their families.

**I. CALL PUBLIC HEARING ORDER:** Vice-Chair, Ryan Salts called Open Public Hearing to order at 5:31 PM.

**II. Roll Call & Establishment of Quorum:** Vice-Chair Ryan Salts, turns over to Dawn Wood, Administrative Assistant, for CAAB Roll Call.

#### **Representatives of the Low Income:**

George Bustillo, Area V

#### **Representatives of Organizations:**

Hector Garza for Pastor Victor Martinez, Redeemer Presbyterian Church

Demetric Byrd, 300 Seconds, Inc

Teresa Villegas, University of the Incarnate Word

#### **Political Representatives:**

Ryan Salts for Councilwomen Sukh Kaur (CD-1)

Ruben Lizalde for Councilwoman Phyllis Viagran (CD-3)

Christina Gutierrez for Councilwoman Teri Castillo (CD-5)

Santiago Hernandez for Councilwoman Marina Alderete Gavito (CD-7)

Juan Moreno for County Commissioner Rebecca Clay-Flores, PCT 1

#### **City of San Antonio Staff:**

Minerva Hernandez, Family Support Coordinator, FAD

Dawn Wood, Administrative Assistant, FAD

Kristine Duff, City Attorney

Audrey K. Jackson, Head Start Program Administrator

Priscilla Garcia, Senior Management Analyst

Wanda McMillan, Management Analyst

Carlos Garza, Fiscal Analyst

Lisa Contreras-Robles, Head start QA

#### **Absent:**

#### **Representatives of the Low Income:**

Vacancy, Area I

Vacancy, Area II

Vacancy, Area III

Antonio Martinez Jr., Area IV

#### **Representatives of Organizations:**

Danielle Garcia, US Dept of Housing & Development

John Bonillas, Casa Exteriors

#### **Political Representatives:**

Santiago Hernandez for Councilwoman Marina Alderete Gavito (CD-7)

**QUORUM:** Vice-Chair, Ryan Salts acknowledged Quorum was established with 8 members present.

**III. Open Public Hearing:** Public Hearing was opened at 5:37 PM by Vice-Chair, Ryan Salts.

**1. Presentation of Proposed 2025 Draft Community Service Block Grant(CSBG) Budget:** Vice-Chair, Ryan Salts presented the first item, Presentation of Proposed 2025 Draft CSBG Budget, Presented by Joseph Monyer. Total Grants Federal Operating Revenues \$2,202,537.00. 2025 CSBG Administration \$318,160.00, CSBG Training for Job Success

\$1,206,814.00, CSBG Emergency Assistance \$346,659.00, CSBG Financial Counseling \$310,904.00, and CSBG VITA \$20,000.00.

**2. Public Comment on Proposed 2025 Draft CSBG Budget:** Vice-Chair, Ryan Salts Open topic for discussion, asked if there were any questions or comments. None

**3. Motion on Proposed 2025 Draft CSBG Budget:** Vice-Chair asked for a motion to accept and approve the proposed 2025 Community Services Block Grant Budget. Ruben Lizalde Motioned to Approve the Proposed 2025 Community Services Block Grant (CSBG), Seconded by Christine Gutierrez. All were in Favor, no opposed and no abstentions. Motion Carried. The next item was presented.

**4. Presentation of Proposed 2025 Draft Community Service Block Grant Community Action Plan:** Vice-Chair, Ryan Salts presented the next item, Presentation of Proposed 2025 Draft Community service Block Grant Community Action Plan, presented by Minerva Hernandez.

**5. Public Comments on proposed 2025 Draft Community Services Block Grant Community Action Plan:** Vice-Chair Open topic for discussion, asked if there were any question or Comments. None

**6. Motion on proposed 2025 Draft Community Services Block Grant Community Action Plan:** Christine Gutierrez motioned to approve the proposed 2025 Draft Community Services Block Grant Community Action Plan, Seconded by Ruben Lizalde. All were in Favor, no opposed and no abstentions. Motion Carried.

**IV. Close Public Hearing:** Vice-Chair, Ryan Salts, asked for a motion to close Public Hearing. Ruben Lizalde motioned to Approve, Seconded by Christine Gutierrez. All were in Favor, no opposed and no abstentions. Motion Carried. Closed Public Hearing at 5:50 PM.

**V. Open Regular meeting of the Community Action Advisory Board:** Chair, Ruben Lizalde, called Regular meeting of the CAAB to order at 5:50 PM. Ruben Lizalde, then Acknowledge a quorum is still present with 8 CAAB members.

**VI. Public Comments:** Chair Ruben Lizalde, asks if there are any Community Member comments. Minerva Hernandez stated there are no Community Members signed up to speak, but we did have a guest to observe Jo A. Waters with Dr. E Thurman Walker Foundation, and no comments to be read.

#### **VII. BRIEFING AND ACTION ITEMS:**

**1. Approval of Minutes from the Community Action Advisory Board meeting on June 27, 2024:** Chair Ruben Lizalde, asks if everyone had an opportunity to review minutes, from June 27, 2024. Christine Gutierrez motioned to Approve Meeting Minutes, seconded by Teresa Villegas. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.

**2. Correspondence I-ACF-OHS-PI-24-03:** Chair, Ruben Lizalde presented the next item, Correspondence I, Presented by Audrey Jackson. New Eligibility Provisions for American Indian & Alaska Native Programs. No action items. There were no further questions or comments, and the next item was presented.

**3. Correspondence II – ACF-OHS-PI-24-04:** Chair, Ruben Lizalde presented the next item, Correspondence I, Presented by Audrey Jackson. New Eligibility Provisions for Migrant and Seasonal Head Start programs.

**4. Approval of 2024-2025 Head Start Program Design:** Chair, Ruben Lizalde presented the next item Approval of 2024-2025 Head Start Program Design, Presented by Roger Foster. The Plan reflect a total of 29 DHS, Head Start center: five in Edgewood ISD and 24 in SAISD. Ryan Salts Motioned to approve the 2024-2025 Head Start Program Design, Seconded by Christine Gutierrez. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.

**5. Approval of 2024-2025 Early Head Start (EHS) and Early Head Start Child Care Partnership (EHS-CCP) Program designs:** Chair, Ruben Lizalde presented the next item, Approval of 2024-2025 Early Head Start (EHS) and Early Head Start Child Care Partnership (EHS-CCP) Program designs, Presented by Rachel Pearce. The Plans reflect a total of one EHS Center at Stafford Early Childhood center and a total of six centers with the EHS-CCP. Christine Gutierrez Motioned to approve the 2024-2025 Head Start Program Design, Seconded by Ryan Salts. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.

**6. Review of 2023-2024 Early Head Start and Head Start Classroom Assessment Scoring System (CLASS) Data:** Chair, Ruben Lizalde presented the next item, Review of 2023-2024 Early Head Start and Head Start Classroom Assessment Scoring System (CLASS) Data, presented by Mica Clark-Peterek. Class is an observation instrument that assesses the quality of teacher-child interactions in center-based classrooms that support children's learning and development. No action items. There were no further questions or comments, and the next item was presented.

**7. Review of Head Start, EHS and EHS -CCP Fiscal Reports:** Chair, Ruben Lizalde presented the next item, Review of Head Start, EHS and EHS -CCP Fiscal Reports, presented by Stephen Gonzalez. Early head Start-CCP: Total Budget \$4,139,106.00 YTD \$3,291,280.00 Var \$84,059.00. EHS/HS Total Budget \$38,702,785.00, YTD \$11,145,558.00, Variance \$2,242,317.00. No action items. There were no further questions or comments, and the next item was presented.

**8. Review of Head Start, EHS and EHS-CCP Monthly program report:** Chair, Ruben Lizalde presented the next item, Review of Head Start, EHS and EHS-CCP Monthly program report presented by Audrey Jackson. EHS: Enrollment 144, Percent of enrolled children with disability 13%, Meals served 1893, Education services completed 98%. EHS-CCP: Enrollment 216, 10%

of enrolled children with a disability, 5,643 Meals served, Education Services completed 96% Head Start: enrollment 2,970, 19.02% of enrolled children with a disability, 0 meals served, Education services 95%. No action items. There were no further questions or comments, and the next item was presented.

**9. Review of Head Start, EHS Health Safety Screener Calendar:** Chair, Ruben Lizalde presented the next item, Review of Head Start, EHS Health Safety Screener Calendar Presented by Rudy Rodriguez and Wanda Mc Millan. No action items. There were no further questions or comments, and the next item was presented.

**10. Review of Head Start Quality Assurance report:** Chair, Ruben Lizalde presented the next item, Review of Head Start Quality Assurance report, presented by Samantha Villa. Projects conducted, Governance Review. No areas of non-Compliance. Project completed wellness support review, ERSEA eligibility review #1. Area of concern Wellness support review and ERSEA eligibility review.

**VIII. ANNOUNCEMENTS:** No announcements.

**IX. CAAB BOARD- NEXT MEETING:** Thursday, September 26, 2024 , Brady Head Start Building.

**X. ADJOURNMENT:** Christine Gutierrez , motioned to adjournment Meeting, seconded by Demetric Byrd. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.  
Chair Ruben Lizalde, Adjournment Meeting at 6:46 PM.

“In Compliance with the Texas Open Meetings Act, at any time during the meeting, the (Board) may meet in executive session under chapter 551 of the Texas Government Code, including consultation with an attorney.”

#### ACCESSIBILITY STATEMENT

This meeting site is accessible to persons with disabilities. Parking is available. Auxiliary Aids and Services are available upon request (interpreters for the Deaf must be requested forty-eight (48) hours prior to the meeting. For Assistance, Call (210) 207-7268 Voice/TTY.

#### DECLARACION DE ACCESIBILIDAD

Esta reunión es accesible a personas incapacitadas. Se Hará disponible el estacionamiento. Equipo y servicios adicionales (interpretes para los sordos) se harán disponibles si se pide con cuarenta y ocho (48) horas de anticipación a la reunión. Para asistencia llame al (210) 207-7268 por voz/servicio de TTY