



Community Action Advisory Board

Thursday, June 15, 2023

Head Start, 1227 Brady Blvd

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 Regular Meeting to Order: Chair, Ruben Lizalde the Open Public Hearing to order at 5:56PM.

II. Roll Call & Establishment of Quorum: Chair Ruben Lizalde turns over to Dawn Wood, Administrative Assistant, for CAAB Roll Call.

Representatives of the Low Income:

Monique Robinson, Area I

Antonio Martinez Jr., Area IV

Kelly Trevino, Area V

Representatives of Organizations:

Pastor, Abdon Garza, Northern Hills United Methodist

Demetric Byrd, 300 Seconds, Inc

Political Representatives:

Ruben Lizalde for Councilwoman Phyllis Viagran (CD-3)

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

Joseph Monyer, Fiscal Analyst

Peter Ramirez, Special Projects manger

Priscilla Garcia, Senior Management Analyst

Jessica Manyseng, Wellness Coordinator

Christina Fitzgerald, Special Project Manager

Absent:

Representatives of the Low Income:

Vacancy, Area II

Vacancy, Area III

Representatives of Organizations:

Emma Santa Maria, Ph.D., University of the Incarnate Word

Pastor Victor Martinez, Redeemer Presbyterian Church

Vacancy for Representative of Organizations

Political Representatives:

Dorian Keller for Councilman Mario Bravo (CD-1)
Christina Gutierrez for Councilwoman Teri Castillo (CD-5)
Vanessa Chavez for Council woman Rosie Castro (CD-7)

Quorum: Chair Ruben Lizalde acknowledged Quorum was established with 7 members present.

III. Public Comment: Chair Ruben Lizalde, asks if there are any Community Member comments to be read. Minerva Hernandez stated there are no Community Members signed up to speak and no comments to be read.

IV. Briefing and Action Items:

- 1. Approval of Minutes:** Chair Ruben Lizalde, asks if everyone had an opportunity to review minutes, from April 20, 2023. There was no further question or comments. Abdon Garza, motioned to approve the Meeting Minutes, seconded Juan Moreno. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.
- 2. Approval of Head Start and Early Head Start (EHS) Policy Updates:** Chair, Ruben Lizalde announced the next agenda item, Approval of Head Start and Early Head Start (EHS) Policy Updates, Presented by Audrey Jackson. Juan Moreno, motioned to Approval of Head Start and Early Head Start (EHS) Policy Updates, seconded Abdon Garza. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.
- 3. Approval of Early Head Start Change in Program Option/Budget Revision:** Chair, Ruben Lizalde announced the next agenda item, Approval of Early Head Start Change in Program Option/Budget Revision, Presented by Audrey Jackson. Juan Moreno, motioned to Approval of Early Head Start Change in Program Option/Budget Revision, seconded Abdon Garza. All were in favor, no opposed and no abstentions. Motion carried. The next item was presented.
- 4. Approval of the Early head Start locally designed program option variations and waiver of group size for center-based services:** Chair, Ruben Lizalde announced the next agenda item, Approval of the Early head Start locally designed program option variations and waiver of group size for center-based services, Presented by Audrey Jackson. Kelly Trevino, motioned to Approve the Early Head Start locally designed program option variations and waiver of group size for center-based services, seconded Abdon Garza. All were in favor, no opposed and no abstentions. Motion carried.
- 5. Review Community Services Block Grant Fiscal Expenditure Report:** Chair, Ruben Lizalde announced the next agenda item, Review Community Services Block Grant Fiscal Expenditure Report, Presented by Joseph Monyer. Fiscal Year 2022 Budget Summary: Total CSBG budget \$2,180,582.00 Cumulative Expenditures \$2,180,582.00, 100% Spent. Fiscal Year 2023 Budget Summary: Total CSBG Budget \$2,157,505.00 Cumulative Expenditures \$ 951,725.92, Grant Balance \$1,205,779.08 44% Spent. No action items. There were no further questions or comments, and the next item was presented.
- 6. Review of the Head Start, Early Head Start (EHS) and Early Head Start- Child Care Partnership (EHS-CCP) Cost of Living (COLA) and Quality improvement (QI) Application:** Chair, Ruben Lizalde announced the next agenda item, Review of the Head Start, Early Head Start (EHS) and Early Head Start- Child Care Partnership (EHS-CCP) Cost of Living (COLA) and Quality improvement (QI) Application Presented by Audrey Jackson. Head Start, COLA adjustment \$1,444,298.00, QI \$854,722.00, Total Amount \$ 2,299,020.00 Early Head Start COLA \$120,711.00, QI \$53,973.00, Total amount \$174,684.00. EHS-CCP, COLA \$170,102.00, QI \$91,079.00, Total Amount \$261,181.00. No action items. There were no further questions or comments, and the next item was presented.

All other items were Tabled due to time Constraints.

III. CAAB Board- Next Meeting: August 17,2023, 5:30 pm, Claude Black Community Center

VI. Adjournment: Chair, Ruben Lizalde called at 6:23 PM No discussion.

“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

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