

**LEE COUNTY
COMMUNITY ACTION AGENCY/NEIGHBORHOOD DISTRICT COMMITTEE
QUARTERLY MEETING**

**October 14th, 2025, at 2:00pm
Lee County Human & Veteran Services
2440 Thompson St, Fort Myers FL 33901**

I. Call To Order – Roll Call - *Establish Quorum

A. Board Members Present

1. Members Absent/With Excuse

II. Action Required

- A. Approval of April 15th, and June 17th Meeting Minutes
- B. Re-appointment, Resignations, and Recruiting
- C. Chair, Vice Chair, & Secretary

III. Program Reports

- | | |
|---|-----------------|
| A. Community Service Block Grant | Jessi Smith |
| B. Client Satisfaction Survey Report | Jessi Smith |
| C. LIHEAP Budget | Caitlyn Roberts |
| D. Board Member Updated Orientation Training Overview | Caitlyn Roberts |

IV. New Business

- | | |
|---------------------------------|-----------------|
| A. Department Updates | Jessi Smith |
| B. Promise Software System | Caitlyn Roberts |
| C. Annual Single Audit | Jessi Smith |
| D. Annual Community Action Plan | Caitlyn Roberts |

V. Public Comment

VI. Adjournment

In accordance with the Americans with Disabilities Act, Lee County will not discriminate against qualified individuals with disabilities in its services, programs, or activities. To request an auxiliary aid or service for effective communication or a reasonable modification to participate, contact Dr. Ranice Monroe (239) 533-0255, ADArequests@leegov.com or Florida Relay Service, 711. Accommodation will be provided at no cost to the requestor. Requests should be made at least five business days in advance. For additional information, please contact: Erika Kopyta, Lee County Human and Veteran Services at 533-7934.