

**LEE COUNTY  
COMMUNITY ACTION AGENCY  
AND  
NEIGHBORHOOD DISTRICT COMMITTEE  
VIRTUAL MEETING MINUTES  
June 10, 2021**

**Members Present:** Katie Bradford  
Kerry Constantine  
Anne Gomez  
Carolyn Johnson  
Jah-Mau Lambert  
Kirsten O'Donnell  
Keesha Wick

**Others Present:**

**Members Excused:** Lee Coleman  
Ian Connell  
Kari Lefort

**Members Unexcused:** Charles Garretson  
Aimee McLaughlin  
Joseph Redmon

**Staff Present:** Clare Dennehy  
Kim Hustad  
Cristina Rodriguez  
Mark Tesoro

**ITEM**

**I. Call To Order, Roll Call and Establish Quorum**

The meeting was called to order at approximately 5:35 p.m. Quorum present. Roll call taken.

**A. Members Present**

**1. Members Absent/With Excuse**

Mr. Lee Coleman, Mr. Ian Connell and Ms. Kari Lefort are excused.

**2. Members Absent/Without Excuse**

Mr. Charles Garretson, Ms. Aimee McLaughlin and Mr. Joseph Redmon are unexcused.

Ms. Hustad asked the new members to introduce themselves. Ms. Carolyn Johnson introduced herself. She is Senior Vice President Admission Services and Development for Goodwill Industries. Ms. Katie Bradford introduced herself. She works with Wilbur Smith Law Firm as an attorney.

**B. \*Approval March 11, 2021 Minutes**

Ms. Wick requested a motion to approve the March 11, 2021 meeting minutes.

**ACTION:**

Anne Gomez made a motion to approve the March 11, 2021 minutes and Katie Bradford seconded the motion, which passed unanimously.

**II. Public Comment**

None.

**III. Reports**

**A. Program Reports**

**1. Continuum of Care (CoC Update) – Mark Tesoro**

Mr. Tesoro stated they are very busy in terms of the Homeless Impact Program. Yesterday they received 29 referrals and expect the same for upcoming days. These are new referrals. They are in the process of hiring an additional Coordinated Entry Position. There are two Outreach positions to be filled.

- The Rapid Transition Collaborative program are the individuals that were at Lions Park. There are 13 rooms with individuals in which they continue to work on getting them housed
- The Family Transition Collaborative program has 14 individuals in which they continue to work to house them
- The Non-congregate Shelter program has 4 individuals and continue to work with those clients

A Peer Specialist is being considered to work at the Homeless Resource Day Center. They are also looking at a partnership the jail system and corrections facility to complete housing paperwork prior to being released to prevent homelessness. They are currently being discharged to the Bob Janes Triage Center.

Ms. Hustad mentioned she will schedule a meeting for the new members to familiarize them with the department and the CAA/NDC.

**2. Department of Human and Veteran Services Staffing – Kim Hustad**

Ms. Hustad provided an overview of staff who are retiring and new staff coming on board. There is a lot of growth within the department.

**3. Homeless Prevention Report – Kim Hustad**

Ms. Hustad mentioned there are currently 5 eligibility specialists working on homeless prevention applications and a fiscal processor. During the months of March, April and May 2021, \$100,000 was spent to prevent homelessness, eviction rent not affected by Covid 19, mortgage payments and water assistance.

- 112 referrals for homelessness to Coordinated Entry

- 713 applications were referred to LEE Cares
- 78 applications are assigned and 180 currently on a wait list

**4. Community Services Block Grant Financial Report (CSBG) – Kim Hustad**

Ms. Hustad reviewed the Community Services Block Grant Financial report. There is \$12,000 remaining for this grant. They will utilize county general revenue funds and additional money being received for CSBG. They will receive additional funding for the Low Income Home Energy Assistance Program. They will also receive funding for Rebuild Florida for those that were impacted by Hurricane Irma.

Ms. Kerry Constantine inquired is there a way to identify those that were impacted by Hurricane Irma. Ms. Hustad mentioned they currently have a list of 217 individuals that applied with Rebuild Florida. Referrals come from Rebuild Florida to access funding. Rebuild Florida is handling the construction side and Human and Veteran Services is case managing.

**B. Neighborhood Reports**

**1. Charleston Park – Joseph Redmon**

No report.

**2. Page Park - Lee Coleman**

Ms. Cristina Rodriguez mentioned they reopened the center and providing services to the residents. The food pantry is drive thru only.

**3. Palmona Park – None**

**4. Pine Manor – Anne Gomez**

Ms. Gomez provided a report for Pine Manor

- Mobile Food Pantry drive thru on June 15, 2021
- Assist with backbacks date to be determined
- On July 8, 2021 a pediatric ambulance will provide Covid shots for ages 12 and up
- Crafting club, gardening, Children's Advocacy Center afterschool programs continue
- Food bank is distributed once a month
- Assist with Lee Cares applications
- Assist with tax preparation
- February was Beautification of the Community Center
- Community Cooperative mobile food pantry dropped off food as it was raining and they assisted 38 families, CAC also provided food in May and served 77 families
- On June 3, 2021 the health department distributed 28 Johnson and Johnson shots

**5. Suncoast Estates – Charles Garretson**

Cristina Rodriguez mentioned the center is closed due to illness. They will possibly reopen on June 16, 2021.

**IV. New Business**

**A. \*Community Action Agency/Neighborhood District Committee – Seating of Committee Members – Katie Bradford, Ian Connell and Carolyn Johnson – Kim Hustad**

Ms. Hustad stated 3 members were appointed and reappointed. The committee is required to seat the members. Mr. Lambert mentioned he also needs to be seated due to not having a quorum. A motion is required to seat these members.

**ACTION:**

Ms. Kirsten O'Donnell made a motion to seat the members. Anne Gomez seconded the motion, which passed unanimously.

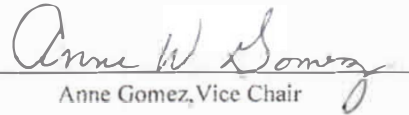
Ms. Keesha Wick asked all agencies and neighborhoods to make sure they complete the provider update forms so they can provide the appropriate referrals. If you need a form please e-mail [Keesha@unitedwavlee.org](mailto:Keesha@unitedwavlee.org).

**V. Adjournment**

The next CAA/NDC virtual meeting is September 9, 2021.



Keesha Wick, Chair



Anne Gomez, Vice Chair

- C: Lee County Board of County Commissioners, District #1, #2, #3, #4, and #5  
Marc Mora, Assistant County Manager  
Roger Mercado, Director, Human & Veteran Services  
Andrea Fraser, Deputy County Attorney  
Dorothea Austin, Department of Economic Opportunity