1. CALL TO ORDER, ROLL CALL

- The meeting was called to order by Ms. Shelton at 9:40 a.m. Joumana Silyan-Saba provided roll call.
- Members Present (11): Low Income Community Representatives - Noel Lopez, Angelica Frias, Louretta Randell, Private Sector Representatives - Noel Pallais, Jose Figueroa, Sharon Shelton, Rashi Kallur; Public Sector Representatives - Belem Lamas, Elizabeth Carlin, Adam Acosta, Marisa Alcaraz;
- Absent: Michelle Rhone-Collins

2. APPROVAL OF MINUTES

- The Board approved minutes for August 29, 2019.

3. EXECUTIVE DIRECTOR’S REPORT (OS 5.9)

- HCIDLA Strategic Plan 2018-2021 (OS 6.1): Ms. Marquez shared the Department’s overall strategic plan and highlighted poverty prevention goals including: (1) support for homeless service agencies; (2) increase capacity of social services systems including the Familiesource system; (3) accelerate neighborhood improvement investments (Consolidated Plan); (4) promote the educational and economic empowerment of residents; (5) improve the financial capability of individuals and families; (6) increase youth post-secondary education access; (7) and connect low-income residents to economic empowerment opportunities. She also pointed to the milestones and achievements, which were shared during the August CAB meeting.
- Financial Status Report (OS 8.7): Ms. McDonnell provided an overview of the CSBG grant (19F-4022) analysis handout. Ms. Marquez, shared that seven positions are becoming available and will be funded through the CSBG funds.
- Hollywood FSC Update: Ms. Marquez shared that the Youth Policy Institute (YPI) shut down as of October 25th. She noted that funders including HUD and the State were notified of the YPI closure. Ms. Marquez further shared that due to inconsistencies in the YPI single audit report, HCIDLA withheld payments to YPI since March with accordance to HCIDLA’s policies. Funds in the amount of $9,500 were released to cover staffing costs only. She further briefed the CAB on the immediate HCIDLA actions to mitigate impacts to staffing and services. This included identifying vacancies and hosting job fairs to help impacted YPI staff transitions, as well as direct services absorbed by several FamilySource centers.
• Ms. McDonnell shared that an “Angel fund” in the amount of $200K has been set to support FamilySource programing and empowering operators to make a difference in the lives of families. The National Health Foundation is the administrator of funds and they are working directly with FSCs.

4. UPDATES
• Poverty Prevention Report Progress Update: Ms. Silyan-Saba stated that the drafting process with HMA is in progress. She provided a brief overview of the supplemental focus groups (Youth, Philanthropy, and Public Health) and noted that the review committee will be convened to provide input during the drafting process.
• CDBG Consolidated Plan Community Outreach Update (OS 1.2): Ms. Marquez noted the approach of combining a series of focus groups in addition to the large public meeting in an effort to increase public input. Ms. Silyan-Saba shared that 100 people attend the public meeting hosted at LATCC on October 1st.

5. DISCUSSION & ACTION ITEMS
• The Board voted and approved the adoption of the HCIDLA Strategic Plan 2018-2021 (OS 6.1)
• Bylaws Revisions Review & Discussion (OS 5.5): Ms. Silyan-Saba provided an overview of the suggested bylaws revisions to include: Sec.4 changing “poverty sector” to “low income / underserved communities representative”, Sec.5B updated application process for low income communities representative, Sec.6 updated terms of service to 3 (3) years terms for a total of nine (9) years, Sec.8 attendance requirements, Sec.15 officers to serve biennial terms, and Sec.16 executive committee composition. Members of the board discussed the proposed edits and agreed to move the revised bylaws for approval at the next CAB meeting.

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
• Ms. Amanda Marquez with 1736 Family Crisis Center thanked the Board for their support and noted the domestic violence as well as human trafficking victims that the center serves.

7. UPCOMING MEETING:
• Ms. Silyan-Saba stated that based on the calendar the next Community Action Board will be set for Thursday, February 6, 2020. However, she also noted that there might be a need to host a special meeting prior to 2020. If so, dates will be suggested via email.

8. ADJOURNMENT: The meeting was adjourned at 10:59 a.m.