

City of Fort Worth  
Community Action Partners (CAP) Council  
Neighborhood Services Department  
City Hall  
100 Fort Worth Trail, Work Session Room  
Fort Worth, TX. 76102  
January 16, 2026  
1:00 p.m.

## MEETING AGENDA

- I. Call to Order** **Carol Brown, CAP Council Chair**
- II. Invocation** **CAP Council Member**
- III. Recite the Promise of Community Action**  
Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.
- IV. Consideration of Minutes** **Carol Brown, CAP Council Chair**  
Minutes for November 20, 2025
- V. Report of Chair and Council Members** **CAP Council Chair and Members**
- VI. Written Reports** **Michelle Doonkeen, Assistant Director**  
**Deirdre Jimerson, HS Manager**
- A. 2026 CAP Application
  - B. Monthly Performance and Financial Reports – Compares Budget to Actual, Categorized by Program; and Balance Sheet/Statement of Financial Position (Organizational Standard 8.7)

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This facility is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City of Fort Worth’s ADA Coordinator at (817)392-8552 or e-mail ADA@FortWorthTexas.gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

Public Comment may be made on any agenda item before or during the body’s consideration of the item. Persons who need interpreters will be given at least twice the time as a member of the public who does not require such assistance. At the Chair’s discretion, time limits may be reasonably extended.

- C. Governing Board Member Orientation Policy (Organizational Standard 5.7)
- D. Community Service Block Grant (CSBG) Client Customer Satisfaction Exit Survey Procedure (Organizational Standard 1.3)

**VII. Briefings and Discussion**

**Michelle Doonkeen, Assistant Director  
Deierdre Jimerson, HS Manager  
Josie Hogue, Sr. Accountant**

- A. Programmatic Reports for Comprehensive Energy Assistance Program (CEAP)/(CSBG) (Organizational Standard 5.9)

**VIII. Announcements**

**CAP Council Members and Staff**

**IX. Future Agenda Items**

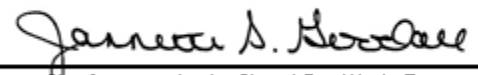
**CAP Council Members and Staff**

**X. Adjourn**

**Carol Brown, CAP Council Chair**

The next regularly scheduled CAP Council meeting will be held on February 19, 2026  
New City Hall: 100 Fort Worth Trail, Mezzanine Level, Room #MZ05, Fort Worth, TX.  
76102

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the City of Fort Worth official bulletin board, places convenient and readily accessible to the general public at all times and said Notice was stamped on the following date and time Friday, January 09, 2026 at 3:30 P. M. and remained so posted continuously for at least 3 business days preceding the scheduled date of said meeting.

  
City Secretary for the City of Fort Worth, Texas

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