

City of Fort Worth
Community Action Partners (CAP) Council
Neighborhood Services Department
Worth Heights Community Center
3551 New York Avenue
Fort Worth, TX. 76110
Thursday, August 17, 2023
1:30 p.m.

Microsoft Teams meeting

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Meeting ID: 297 604 105 729

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MEETING AGENDA

- I. Call to Order** **Nakia Cole, 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** **Nakia Cole, CAP Council Chair**
1. June 15, 2023
- V. Information Items** **Mayra Trevino Sr. Human Services Specialist**
- A. Review and Discuss Updated Process for Collecting and Analyzing Customer Satisfaction Surveys- Organizational Standard 1.3
 - B. LIHWAP Procedural Updates
 - C. End of Year Celebration - on December 14, 2023 at City Hall
- VI. Action Items** **Ruby Rubio, Sr. Human Services Specialist**
- A. Review and discuss 2021-2022 Annual Report Organizational Standard 2.3
 - B. Review and Discuss Monthly Volunteers Hours Form Organizational Standard 2.4
 - C. Signatures for Acknowledgement of Bylaws Discussed in June 2023 CAP Council Meeting
 - D. Revisit and Sign Conflict of Interest and Whistleblower Policy Organizational Standard 7.7
 - E. Review and Approval of the 2022-2023 Service Delivery Plan

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.

- VII. **Report Human Services Manager** **Debby Gray, Human Services Manager**
 - A. Review of Monthly Performance and Financial Reports for the Community Services Block Grant Program and Other Community Services Block Grant Initiatives 2022 and 2023 funds.
 - B. Review of Monthly Performance and Financial Reports for the Comprehensive Energy Assistance Program and Supplemental Funding 2022 and 2023 funds.
 - C. Review of Monthly Performance and Financial Reports for the Low-Income Housing Water Assistance Program and Supplemental funding.


- VIII. **Announcements** **CAP Council Members and Staff**

- IX. **Future Agenda Items** **CAP Council Members and Staff**

- X. **Adjourn** **Nakia Cole, CAP Council Chair**

The location identified on this agenda is the location at which the presiding officer will be physically present and presiding over the meeting. Members of the Community Action Partners (CAP) Council may be attending remotely in compliance with the Texas Open Meetings Act.

The next regularly scheduled CAP Council meeting will be held on **September 21, 2023** at Worth Heights Community Center.

<p>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 posted on the following date and time <u>Monday, August 14, 2023 at 10:10 a.m.</u> and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.</p>	 <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>City Secretary for the City of Fort Worth, Texas</p>
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