



AGENDA REPORT
July 24, 2018

Appointment, Re: Community Action Advisory Board

SUBJECT:

Appointment, Re: Community Action Advisory Board

FISCAL IMPACT:

FY 2017/2018 – There will be no impact to General Fund.

FY 2018/2019 – There will be no impact to General Fund.

DEPT/OFFICE:

Housing and Human Services

REQUESTED ACTION:

It is requested that the Board of County Commissioners appoint Ms. Verdell Shackelford to the Community Action Advisory Board.

SUMMARY EXPLANATION and BACKGROUND:

The Board of County Commissioners (BOCC), per Florida Administrative Rule 9B-22.011 & Public Law 97-35, established the Brevard County Community Action Board (CAB). This rule mandates that the composition of the CAB be of a tripartite nature, made up of equal members from the Public Sector (elected public officials or their representatives), the Low Income Sector (democratically chosen by low-income communities), and the Private Sector (business, veteran's groups, religious/faith based groups, affordable housing groups, etc.). All representatives either elected or appointed to the CAB must be a resident of Brevard County. Representatives of the private and low income sector may serve for two (2) consecutive three (3) year terms. Terms for Public Sector appointments can run concurrent with the appointing public official.

The CAB's primary function is to review and recommend programs for the Brevard County Community Action Agency through the use of Community Services Block Grant (CSBG) funds and Low Income Home Energy Assistance Program (LIHEAP) funds. CSBG and LIHEAP funds are used to address the needs of low-income families and help them achieve self-sufficiency. Additionally, the CAB provides Community Based Organizations (CBO) funding recommendations to the BOCC.

An advertisement was placed in the Florida Today Newspaper seeking interested persons from the private sector to sit on the Community Action Advisory Board. Ms. Verdell

Shackleford submitted her application and resume. Ms. Shackleford meets the criteria for a Private Sector appointee through ownership of a business, affiliation with a religious based organization, and current membership on the Affordable Housing Council.

CLERK TO THE BOARD INSTRUCTIONS:

None.

ATTACHMENTS:

Description

- ▢ **Florida Today Newspaper Advertisement**
- ▢ **Ms. Verdell Shackleford's Volunteer Application**
- ▢ **Ms. Verdell Shackleford's Resume**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

July 25, 2018

Verdell Shackelford
3242 Edgewood Drive NE
Palm Bay, FL 32905

Re: Appointment to Community Action Board

Dear Ms. Shackelford:

On the recommendation of the Board of County Commissioners, in regular session on July 24, 2018, in regular session acknowledged your appointment to the Community Action Board, replacing Marcus Harley. Said term of appointment expires December 31, 2021. Enclosed are memorandums explaining the "Sunshine Law" and 2017 changes to Voting Conflict Law for your information.

Your continued willingness to serve the citizens of Brevard County in this capacity is appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/dt

Encls. (2)

cc: Housing and Human Services

Deborah Thomas

From: Ray, Brittany <brittany.ray@brevardfl.gov>
Sent: Wednesday, July 25, 2018 12:09 PM
To: Deborah Thomas
Subject: RE: COMMUNITY ACTION ADVISORY BOARD APPOINTMENT

Deborah,

Ms. Shackelford is a new appointment who is replacing Marcus Harley.

Please let me know if you have any further questions.

Brittany Ray, Administrative Assistant to Ian Golden, Director
Brevard County Housing & Human Services Department
2725 Judge Fran Jamieson Way, Bldg. B, Suite B-106
Viera, Florida 32940
Telephone: (321) 633-2007
Facsimile: (321) 633-2170
Email: brittany.ray@brevardfl.gov



Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. Pursuant to BCC-32 policy approved and dated August 26, 2010.

From: Deborah Thomas [mailto:deborah.thomas@brevardclerk.us]
Sent: Tuesday, July 24, 2018 4:16 PM
To: Ray, Brittany
Subject: COMMUNITY ACTION ADVISORY BOARD APPOINTMENT

Hi Brittany:

Housing and Human Services appointed Ms. Verdell Shackelford to the Communityt Action Board at todays meeting.

Is she a New Appointment?

If so, who is she replacing?

Or, is she a Reappointment?



BOARD OF COUNTY COMMISSIONERS

Department of Housing and Human Services
Volunteer Application Form

COMMUNITY ACTION BOARD MEMBER

Verdell Shackelford
Name/Title

Organization Represented

Employer Retired

Preferred Mailing Address

3242 Edgewood Dr. NE.

City/State/Zip

Palm Bay FL 32905

Business Phone N/A Email vshackle@att.net

Home Phone 321-724-9521 Fax

Cell Phone 321-698-9424

I have lived in Brevard County for 44 years.

I prefer to receive correspondence by ___ email ___ fax mail.

I can attend CAB meetings on the 3rd Tuesday of each month (9 am - 11:00 am) in the Brevard County Government Center at Viera.

Please attach a brief resume describing your experience that would benefit the Community Action Board. Thank You

Verdell Shackelford
Signature

8-3-18
Date

PLEASE CHECK GROUPS YOU HAVE EXPERIENCE OR AN INTEREST		For staff use only					
		M	A	V	T	P	I
<input type="checkbox"/>	Affordable Housing Council						
<input type="checkbox"/>	CDBG Advisory Board						
<input type="checkbox"/>	Commission on Aging						
<input type="checkbox"/>	Commission on Mental Health and Community Solutions						
<input type="checkbox"/>	Commission on the Status of Women						
<input checked="" type="checkbox"/>	Community Action Board						
<input type="checkbox"/>	Homeless Task Force						
<input type="checkbox"/>	Together in Partnership						
<input type="checkbox"/>	Youth TIP Committee						

For Staff Use: Representing: ___ North County ___ Central County ___ South County

RESUME

VERDELL SHACKLEFORD
3242 EDGEWOOD DR. NE
PALM BAY FL. 32905
(321) 724-9521

PROFILE: RETIRED

EDUCATION: Graduate: Rollins College, Major Psychology, Minor Sociology

Work History and Experience: 1975 – 2001 Public Services Coordinator for Housing and Community Development for the City of Melbourne.

Duties and Responsibilities: Multiple duties during my employment with the City of Melbourne. Relocation Specialist, Prepared and monitored contracts for sub-Recipients, ie. Child Care Association, Prevent of Brevard. Monitored Labor Standards contracts for Public Works projects funded by Community Development.

Other Duties: Housing Counseling, Rehabilitation Counseling and intake. Responsible for overseeing the Drug Rehab and Prevention Program.

A handwritten signature in cursive script that reads "Verdel Shackleford". The signature is written in black ink and is positioned at the bottom of the page.

AD#2862157, 4/17/2018

**THE BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)
IS ACCEPTING APPLICATIONS FOR VACANT POSITIONS ON THE FOLLOWING ADVISORY
BOARDS:**

Affordable Housing Council

The eleven member Affordable Housing Council (AHC) was created to review policies & procedures, ordinances, and land development regulations that affect the production of affordable housing. The AHC makes recommendations to the BOCC regarding funding and policies that encourage the facilitation of affordable housing development. All members are appointed for a two year term.

* A resident who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.

* A resident who is actively engaged in the residential home building industry in connection with affordable housing.

* A resident who is actively engaged in the banking or mortgage industry in connection with affordable housing.

The AHC meets once each month, at 4 p.m. on Thursdays at the Government Center in Viera. All members are appointed at large by the BOCC. Interested parties should contact Dorenda Christian at (321) 633-2076 for additional information and/or an application or: <http://www.brevardcounty.us/HumanServices/HousingPrograms/AffordableHousingProgram/board>

Community Development Block Grant Advisory Board

The nine member Community Development Block Grant (CDBG) Advisory Board was created to provide citizen participation in the identification of housing and community development needs for low to moderate income citizens. The CDBG Advisory Board makes recommendations to the BOCC regarding policies and federal funding that encourage infrastructure and other community development projects and public service activities. Members are appointed for a one year term representing seven neighborhood strategy areas. One member, in finance, is appointed at large by the BOCC.

* A resident with expertise in the finance industry (i.e. infrastructure, redevelopment, real estate).

* A resident who represents the Micco Neighborhood Strategy Area. Located from Micco Road area south to Main Street area in Little Hollywood, west to Fleming Grant Road (Brevard County Commission District 3).

The CDBG Advisory Board meets once each month at 5:30 p.m. on third Tuesdays at the Government Center in Viera. Interested parties should contact Alan Woolwich, Planner at (321) 633-2076 for additional information and/or an application or: <http://www.brevardfl.gov/HumanServices/CommunityResources/CDBG/Home>.

Community Action Board

The Brevard County Board of County Commissioners is seeking interested applicants for the Community Action Board. This advisory board is responsible for providing oversight for services provided under Brevard County's Community Services Block Grant Funded Family Self-Sufficiency Program and tasks associated with the Community Based Organizations' Funding Program provided by the Community Action Agency.

Currently there are three (3) vacancies for the Private Sector. Appointments shall be made from members or officials of private groups or interests within the community, business, industry, labor, religious, law enforcement, education, or other major groups. Representatives may serve for two (2) consecutive three (3) year terms. Advisory Board members are subject to the Florida-in-the-Sunshine Law, and do not receive compensation for their services. Meetings are held monthly at the Brevard County Government Center.

Persons interested in being considered for this position should submit an application, resume and/or bio identifying their qualifications.

Submit To: Shaunna Heffernan, Brevard County Housing and Human Services Department, 2725 Judge Fran Jamieson Way, Bldg. B-106, Viera, FL 32940 (321) 633-2076 or shaunna.heffernan@brevardcounty.us.

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