

# Capital Area Community Action Agency

## EXECUTIVE DIRECTOR REPORT MARCH 2015

### Administrative

- Working with Paychex on proper systems regarding both payroll and time clock
- Had an OSCAR contest with prizes. Have a NCAA March Madness bracket contest.
- Still waiting for EEOC decision regarding Head Start employee's age discrimination claim.
- Franklin County employee struck a deer with company car in Wakulla County.
- New front door at main office – glass is more inviting and client-friendly

*Impact: Better benefits for staff. Better fiscal accountability.*

### Programmatic

- *Getting Ahead in a Just-Gettin'-By World* classes graduated for Leon, Wakulla, Gadsden and Liberty/Calhoun Counties.
- Designing and reserving facilities for *Staying Ahead* – self-sufficiency mentorship.
- Moving the Gulf County office to CareerSource
- Looking to relocate Head Start programs in Leon and Jefferson Counties.

*Impact: Redesigning entitlement programs to toward more independency services.*

### Communications and Outreach

- Leon County Home Expo – Saturday, March 21
- Ongoing meetings with Leon County Schools Superintendent and School Board members to discuss use of old-Wesson Elementary campus at Orange Avenue and Meridian.
- Website redevelopment ongoing.
- New logo
- Legislative/state /regional/local luncheon with Dr. Ruby Payne, *Getting Ahead* author, at the Governor's Club.
- Gadsden Bridges out of Poverty Executive Team – lead by Talquin
- Head Start 50<sup>th</sup> Anniversary planning underway - March

*Impact: Developing the infrastructure necessary to support the Agency mission*



United Way of the Big Bend

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## **Resource Development**

- Board Prospects
  - Shirley Washington, Jefferson – Public Sector – Education/School Board
- Orientation
  - Brandon Wienke, SunTrust Bank – Tallahassee
- Election
  - Sandra Saunders, Low-Income Sector, Jefferson County
- Preparing to seek Head Start grant for Calhoun, Liberty and Wakulla Counties
- Pig Fest
  - June 5-6, Fairgrounds
  - June 5<sup>th</sup> – Concert with Tobacco Road – Tallahassee Ford declined sponsorship
  - June 6 – Cook-off
  - Sponsor Packet developed – please distribute and share
  - ***Board to share prospect list with Executive Director – PAST DUE***

***Impact: Broaden the community network supporting the Agency efforts and services.***

## **Florida Association for Community Action Board**

- Hosted dinner for Board, Thursday, March 19
- Legislative Committee
  - HB 339 – Poverty Commission – no Senate sponsor. Will refile next year. Senator Chris Smith will sponsor.
- Annual Conference
  - May 12-15, Orlando, Rosen Plaza Hotel
    - Presenting *Getting Ahead/Staying Ahead*
    - Nominating the Agency for different awards
    - Working on budget for Board attendance
- Working on an Executive Directors Meeting for April

## **Out of Office**

- March 25-27 – National Community Action Foundation, Washington, D.C.
- May 12-15 – Florida Association for Community Action, Orlando
- May 19-20 – CareerSource Florida Board of Directors, Jacksonville
- June 11-13 – Leadership Florida Annual Meeting, St. Petersburg
- June 24-27 – Florida Bar Annual Meeting, Boca Raton