



BCCAP Board of Directors Meeting Minutes

11.18.2020

Location: WebEx Meeting

Welcome

Angela Whitaker, BCCAP Director welcomed board members and guest to the meeting of the Board of Directors

Introduction

Introduction of staff, board of directors and guest was presented by Angela Whitaker, BCCAP Director.

Board Members Present

- Councilwoman
Sharon Green Middleton
- Councilman
Robert Stokes, Sr.
- The Honorable
Belinda Conaway
- Scott Gottbreht, PhD
- Francesca Jean Baptiste
- Doris Minor Terrell
- Manami Brown, MEd
- Theodore (Theo) Jackson
- LaRhonda Medley

* quorum present

Call to Order

Meeting was officially called to order by Angela Whitaker, BCCAP Director at 5:08pm

Approval of Minutes October 28, 2020 (V)

Due to technical difficulties, approval of minutes was moved to the end of the agenda

Nominations – Board Officer (V)

- Board Chair Nomination
 - **Doris Minor Terrell** – motion made by Councilwoman Middleton and second by Councilman Carl Stokes – **Motion carried**
- Board Vice Chair Nomination –
 - **Councilwoman Sharon Middleton** - motion made by Councilman Carl Stokes and second by Doris Minor Terrell – **Motion carried**
 - Councilwoman Sharon Middleton
- Board Secretary Nomination
 - **Francesca Jean Baptiste** – motion made by Belinda Conaway and second by Councilman Carl Stokes – **Motion carried**

Community Needs Assessment (CNA)

CNA was presented by Julie Jakopic, Consultant. Julie's presentation included:

- Why the agency is completing a CNA
- Community Action Agency Organizational Standards
- Board Engagement
 - What do the findings mean for Baltimore and BCCAP
 - What role(s) can BCCAP play in addressing services, communication, leadership
- Overview of data analysis
 - Overall Population Change
 - Percent of Population Age 65 and Older
 - Poverty by Race/Ethnicity
 - Population by Gender
 - Housing Burden
 - Race and Homelessness
- **Next Steps for the Board:**
 - Meet to review the results
 - Analyze the results
 - Accept the report
- **Approval of Minutes October 28, 2020 (V)**

One correction made by Francesca Jean Baptiste - correct spelling of the word **nest** to **next** - motion made Belinda Conaway and seconded by Councilman Carl Stokes – **motion carried**

Next Meeting Date

- Bylaws state that board will meet quarterly
- Board needs to meet to review, analyze and accept Community Needs Assessment
- Meeting date will occur the week of March 22nd
- Notices will be sent of next meeting to the board week of March 15th

Note: (V) voting action

Meeting was adjourned at 6:34pm

Submitted by