



Life's Just Better Here

**City of Wilton Manors
Community Affairs Advisory Board
Meeting Minutes
WEDNESDAY, September 5, 2018**

- **CALL TO ORDER:** Chairperson Isaac Brooks III called the September 5, 2018 meeting of the Community Affairs Advisory Board to order at 7:03 p.m. in the Commission Chambers.
- **PLEDGE OF ALLEGIANCE:** Isaac led the Pledge of Allegiance.
- **ROLL CALL:** City Liaison/Secretary Johnnie Goodnight took roll call: Isaac Brooks III (Chair), Bryan Wilson, Tracy Stafford, Ciatta Thompson, Bill Desautels, and Robert Hadley were present. Ebonni Bryant was present via telephone.
- **ADDITIONS/CHANGES/DELETIONS TO AGENDA:**
Isaac requested the move of item 5b) Introduction of new members and existing board members & appointment of new Chair, Vice Chair and Secretary to New Business (10a); Ciatta requested the addition of a New Resident Survey to New Business (10b). The Agenda was approved with these changes.
- **PRESENTATIONS/SPONSORSHIP REQUESTS:**
 - a. 211-Broward: Will Spencer, Chief Social Enterprise Officer, 211-Broward – Will gave an overview of the services provided by 211-Broward, a 24 hours, 7 day a week, 365 days per year comprehensive help and crisis hotline – an essential resource for any health and human sector services information- including childcare, teen services, special needs services, housing, credit services, and senior services. In Florida there are 13 211s that cover the entire state.
- **APPROVAL OF MINUTES FROM THE MEETING OF August 1, 2018:**
The minutes were approved unanimously.
- **UPDATE FROM CITY LIAISON:**
 - a.) Provided the current CAAB Financial Statement.
 - b.) As requested in the August CAAB meeting, the 211-Broward presentation was scheduled.
 - c.) A “welcome” email was sent to the new CAAB members, Bill and Robert – and copied to all CAAB members.
 - d.) Johnnie noted that there are only ladies’ CAAB shirts remaining from the initial purchase and that CAAB may want to consider a motion for another purchase of CAAB shirts for the new members.
- **PUBLIC COMMENTS:**
 - Constance Ruppender and Matthew Dreger approached the podium – Constance thanked the Board for its support of the local arts – last year’s contribution to the Quilts of Gee’s Bend exhibit and next year’s The Art of Barbie. Constance explained how the local contributions help toward securing county cultural grants and how those funds are used for other exhibits and programs. Constance provided exhibit attendees’ demographic statistics. Bryan asked for the copy of Constance’s presentation, which will be shared with the full Board by Johnnie.
- **UNFINISHED BUSINESS:**
 - a.) CAAB Mission – Discussion of ideas for 2019: Bryan commented on the 211-Broward presentation that he had requested, as an idea for 2019, and would like to continue having people from the community come in and give a presentation of what they offer for the Wilton Manors community; Bryan asked if there is a vehicle for us to consistently have Wilton Manors’ services in a repository where any Wilton Manors resident can find detail of the

services. Bill noted that he has volunteered at the Pride Center at the front desk and shared the frustration with not having current services information and wished he had known of 211-Broward; Bill asked with this presentation, what is the next step? Isaac noted the possibility of CAAB doing something to help promote Broward 211, such as requesting a link on the City's website, including it in CAAB's senior brochure, or posting on social media. Bryan stated that answering that question is exactly what CAAB should be doing. Ciatta asked if the City provides City services information to 211; Johnnie replied that he is not aware of any such communication. Robert asked if there could be a CAAB update in the Town Crier, that would include information on 211 – Bryan replied yes and Robert offered to write the article. Katherine Campbell (resident attendee) stated that 211 is a resource to find social services and not for events or programs that are offered by the City, but what might be an option for CAAB to think about is reaching out to the community about 211 services such as the Touchline (senior telephone well-being calls) Program – perhaps CAAB could offer a grant to 211 to engage Wilton Manors residents in the Touchline Program. Bryan stated that he would like to know the Wilton Manors resident stats from 211 – what are the greatest calls for service from our residents?

- b.) AARP/WHO Age-Friendly Communities Network – Action Plan: review of survey (Ciatta): the currently proposed AARP survey that was created by Ciatta and Johnnie was discussed, but only a hardcopy was just made available in this meeting. Tracy expressed his concern with needing to view a digital copy prior to the meeting. Ciatta commented that she would also like to ask general questions of the entire Wilton Manors population in hopes of getting a better response than when the city conducted the survey in January 2018 - . Tracy noted that the AARP survey is not intended to deal with every issue the City faces, but specifically with the age-friendly agenda; Johnnie stated that the task is to do the survey to identify needs, and create an action plan to address issue(s) identified in the survey. Bill noted the need to have the survey address the specific needs of same-sex couples which may have different needs from other cities that have done the survey. Johnnie suggested emailing the survey to all CAAB members so they could each review it and come back to the October CAAB meeting with their input – all were in agreement.
- c.) AARP/WHO Age-Friendly Communities Network – Action Plan – survey launch (Bryan): Isaac suggested tabling this item until the survey is reviewed and finalized but Bryan stated that he would still like to provide an update: his original thought was to roll the survey out through a community group such as at the Woman's Club, but now feels that it would be easier and more cost effective to go with partnering with a local business, for example Bona's Italian Restaurant where CAAB could sponsor refreshments to launch the survey – and this puts CAAB funds back into the local community – there are a lot of possibilities, such as a focus group on this subject. Isaac stated this would be discussed in more detail in the next meeting.

▪ **NEW BUSINESS:**

- a.) General Resident Survey – Ciatta stated that she would like to obtain resident input from a larger group than the 278 respondents to the City survey that was conducted in January. Johnnie noted that the survey conducted by city asked the questions that Ciatta is proposing and that statistically speaking, there was satisfaction with the number of responses received. Ciatta suggested that making the survey available electronically could result in more responses. Johnnie stated that the last city survey was conducted in 2014, this new one conducted in 2018, and the next one most likely planned for 2020. Isaac agreed that if the survey was available electronically the number of results could have been doubled. Isaac asked if the board would like to investigate incurring the cost of having the general survey redistributed and results gathered. Bryan suggested being more inclusive in the AARP survey. Bill stated that he believes this is muddying the waters and that there is a single objective to conduct the AARP Age-Friendly survey – and the other survey that the city conducts every 3 years is a whole other matter and we should make the AARP survey the main focus and should not merge everything into one – Isaac noted his concurrence. Tracy expressed his desire to support the AARP initiative but was also disappointed with the number of responses received to the general resident survey and perhaps CAAB could support this effort to get back, maybe 1000 responses, like a version that could be completed online. Isaac suggested tabling this discussion until the next meeting and requested that the results from the January 2018 survey be resent to CAAB members so that the new members would have them. Isaac stated that CAAB should focus first on the AARP Age-Friendly survey, but then address the general survey. Bryan asked if CAAB could get cost information of conducting an online survey – Johnnie responded that the last two resident surveys were done in conjunction with an FAU class and there was no cost to city. Isaac stated that you can pay for Survey Monkey to receive compiled results. Ciatta volunteered to investigate Survey Monkey costs and report back to CAAB.
- b.) Introduction of new and existing Board members – appointment of Chair, Vice Chair and Secretary: Isaac invited new CAAB members Robert and Bill to introduce themselves. Robert stated that he has lived in the community for almost 8 years and is very active in the community and has also volunteered at the Pride Center, he is a minister and

has conducted several weddings. Bill stated that he is from Vermont, the youngest of 8 children; and moved here a couple of years ago – and loves being here in Florida; has been in real estate for 40 years, loves volunteering and has assisted at the Pride Center and Kids in Distress. Isaac thanked them for volunteering and for being at the meeting. Isaac reported that David Walker who is no longer on the Board was the Vice Chair so we no longer have a Vice Chair, and when we adjourn tonight there will be a new chair because this is his final meeting due to relocation. Isaac said that he really enjoyed his time on the board and hopes the new board members will continue the momentum and efforts. Isaac asked for nominations for a new Chair – Tracy made the motion that Bryan be named the new Chairperson – the motion was seconded and carried unanimously. Isaac asked for nominations for Vice Chair – Tracy made the motion that Ciatta be named the new Vice Chairperson – the motion was seconded, accepted by Ciatta and carried unanimously. Isaac stated that Johnnie has diligently be acting as CAAB Secretary and Johnnie stated that he was willing to continue in this capacity – Johnnie was unanimously confirmed as the continuing Secretary.

▪ **COMMUNICATIONS TO COMMISSION:**

No items were identified.

▪ **BOARD MEMBER REPORTS AND REQUEST FOR AGENDA ITEMS:**

Isaac noted the items of the AARP survey and Survey Monkey for the next agenda.

Tracy asked how Isaac's position would be refilled – Johnnie stated that the position would typically be advertised and that there was one additional applicant that was not appointed so the city would reach back to that individual and move forward as quickly as possible.

Isaac thanked everyone and stated that he has been honored and privileged to serve on the Board and asked that it be relayed to the Commission that he is grateful for the appointment and their confidence.

Bryan thanked Isaac for keeping the meetings amicable and creating great discussion and thanked Isaac for his service to the board. Bryan asked if there could be another presentation – Robert asked if another organization could make a presentation, a city department head, 911-dispatch or the Fire Department. Tracy suggested SunServe, Kids in Distress or the Pride Center. Bryan asked Bill if he would reach out to KIDS to see if they could make such a presentation to which Bill responded affirmatively. Isaac suggested that everyone share it on their own social media when a presentation is scheduled to try to increase attendance. Ciatta asked who is the 211 of Wilton Manors? - Johnnie replied that there is not a single individual, but general incoming calls go to the Utilities Front Desk and are transferred appropriately, but most calls go directly to the respective department and most information is on the City's website.

Johnnie thanked Isaac for his service to CAAB and the City and asked if CAAB would like to make a motion for him to proceed with purchasing CAAB shirts. Robert made the motion to allow the purchase to replace the men's shirt supply, not to exceed the CAAB budget, \$300-\$400 – seconded by Ciatta, the motion carried unanimously.

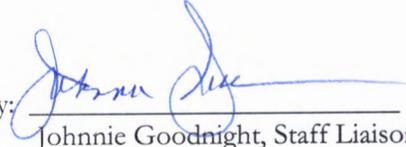
- **NEXT SCHEDULED MEETING DATE:** Wednesday, October 3. Bill inquired as to when the January 2019 meeting would be due to the New Year's holiday – Bryan responded that the New Year's calendar discussion will be added to the next meeting agenda.

▪ **ADJOURNMENT:**

Isaac adjourned the meeting at 8:31 p.m.

Submitted by: Johnnie Goodnight - CAAB - Staff Liaison/Secretary

Adopted 10/3/18: 
Bryan Wilson, Chair

Attested to by: 
Johnnie Goodnight, Staff Liaison/Secretary