

Community Development Citizen Advisory Committee (CDCAC) Meeting
January 6, 2020 6:30 p.m.
Virtual Meeting

Members: Rolf Blank, Linc Cummings, Walter Sargent, Jose Quinonez, Lara Malakoff, Maryclare Whitehead, Tim Denning, Rosemary Leffler, Mike Tulley, Steven Gallagher, Nicole Merlene

Members of the Public: None

Staff: Caitlin Jones, Jennifer L. Daniels, Rolda Nedd, Jorge Laura, Courtney Lord-Martinez

1. Approval of December 2, 2020 Meeting Minutes (Action)

The December 2 meeting minutes, with two minor corrections, were approved unanimously.

2. FY 2022 Non-Competitive Program Interviews (Discussion)

Each year, the Community Development Fund provides funding for specific County programs that do not submit a competitive application. In lieu of an application, these programs provide an overview of current and future activities.

Jorge Laura, Housing Outreach Coordinator, Arlington Housing Division

Jorge Laura is responsible for the neighborhood outreach and tenant outreach / education programming in the Housing Division. Mr. Laura conducts outreach programs about fair housing issues, as well as educates residents along Columbia Pike about condominiums and other homeownership opportunities. Jorge focuses his work more on outreach and education, so that tenants and property owners understand the types of issues that could be considered code violations, etc.

FY 2020 presented several challenges to the Outreach program due to the coronavirus pandemic. After March 2020, the program temporarily paused while staff determined a safe and effective way to continue offering services. During this time, staff had to make the difficult decision to cancel the Home Show and Expo. Other activities resumed in summer 2020.

At the beginning of FY 2021, Housing Outreach staff conducted neighborhood clean ups in Arlington Mill and Green Valley, the events were very well received by the neighborhoods this year. Housing Outreach staff hosted a virtual Live-In Arlington Information Fair (LAIF) in partnership with BUGATA. 229 residents attended the fair, workshops were offered and were recorded to be able to send out the community afterwards. Outreach to community centers and other housing properties to talk with apartment managers also resumed. Staff is also planning the Home Show and Garden Expo for April 2021; the program will be held over 2 days and will be held entirely virtually.

One CDCAC member asked if Housing Outreach staff has the list of all multifamily buildings that the County Manager's Office recently compiled. Staff replied that he participated in the development of that list and is planning to expand outreach to some of the buildings that were included.

Another CDCAC member asked about eviction prevention efforts conducted by Housing Outreach staff. Staff explained some of the eviction prevention efforts that the County has undertaken over the last several months included direct outreach to apartment communities, coordination with DHS and connecting tenants with resources.

Another CDCAC member asked if Jorge partners with the Arlington Employment Center and he responded that he works closely with AEC and other DHS agencies but has also worked with other organization and contractors that try to accomplish similar goals.

Courtney Lord-Martinez, Workforce Development & Curriculum Manager, Arlington Employment Center

Courtney described the various programs that are offered through the Arlington Employment Center (AEC), funded through CDBG and CSBG. This includes the Early Childhood Education program where participants receive a childhood development associate (CDA) certification, the computer training programs where participants can learn basic computer, comp TF pathway, Microsoft program training and more, and external training referrals that offers clients references to external programs where they can obtain industry-recognized certifications.

In FY 2020, a total of 99 individuals were enrolled in a type of training and 73 individuals completed these training programs. COVID impacted the number of persons who were able to complete certifications on time. One of highlights from 2020 was the Child Development Associate (CDA) credential pilot program started and had a first cohort of participants; many of these participants had been employed by childcare centers by March but several closed and participants lost their jobs. In April AEC pivoted all services virtually.

For FY 2021, AEC is focusing on completion rates and employment rates for the programs. AEC is currently on track to serve more people in 2021 than in 2020, having served 83 individuals thus far. 40 people have completed training and 30 have received industry-recognized certifications. Have reemployed several participants in early childhood education. AEC has also introduced new programs in computer training; they are currently expanding offering to both Microsoft Word, Excel and Powerpoint courses. One program participant that co-enrolled in the CDA credential and computer training programs was working 3 part-time jobs when COVID hit and was let go from all of them due to the shutdown. This individual continued completing coursework online and is now employed once again and went from being unable to use a computer to taking all classes online. She has almost finished her CDA certification.

Looking forward to FY 2022, AEC will continue to focus on certifications and employment outcomes. AEC staff noted that they have been pleasantly surprised about how well clients are taking to virtual learning. Will continue a hybrid model of operation once classes can be in person again.

3. FY 2022-2026 Consolidated Plan Citizen Participation Plan (Discussion)

As part of the Consolidated Plan, the County is required to also submit the Citizen Participation plan, which describes how the County plans to gain input on its planning efforts from the community during various community processes. The plan also includes specifics about the composition of CDCAC as the advisory board. Staff is looking to update the Citizen Participation Plan for the FY 2022-2026 iteration of the Consolidated Plan. Changes proposed to CDCAC include:

- 1) Size of CDCAC. The current size of CDCAC is set at 19 people and the composition must be tripartite (1/3 from each category) but CSBG rules only require a minimum of 15 members. Staff is recommending reducing size of Committee to 15 through attrition.
- 2) Composition of Membership Categories

- a) Elected Officials category: Staff is considering broadening the eligibility for this category to include public officials generally not just commission representatives
 - b) LMI Category: Staff would like to consider recruiting representatives from neighborhood groups as well as civic association representatives
- 3) Methods of distribution for planning and public review. In the past, we have done paper, posted in libraries, also relied on internet. Want to make sure we are encouraging participation. Staff is recommending mostly electronic means of distribution and less on paper copies / notifications.

One member indicated that he did not have any problems with the recommended changes. Another CDCAC member suggested staff develop a survey or have CDCAC members send recommendations for edits to the Citizen Participation Plan. The member also that reducing the number of Committee members would allow for better management.

One member asked why it has been so hard to recruit for CDCAC. Tim mentioned challenges with recruitment of members for the LMI category and Elected officials categories generally relates to the specific nature of the category definition in the charter and agreed that broadening the definition might make it easier to recruit. Staff also added context regarding fewer low- and moderate-income neighborhoods due to overall demographic patterns in Arlington.

Another CDCAC member commented that civic associations vary in terms of activity in various neighborhoods and some of the activities that some associations are engaged in are not necessarily related to the type of activity that CDCAC is engaged in. This makes it hard to recruit from certain civic associations.

Other members also agreed that it has been hard to recruit from other County commissions because its hard for them to understand what other Committees do. They suggested that the County to develop document that shows the relationship between the various Commissions and Committees. Would better inform other Commission members about what is going on and help with recruitment.

Another member suggested asking staff of organizations that have “graduated” from Community Development Fund funding to join the committee.

CDCAC members asked for a map of neighborhoods in Arlington that are considered LMI.

4. Member Reports

There were no member reports.

5. Chair Report

There was no chair report.

6. Staff Report

Staff presented data from the [Eviction Tracker](#) website.

Meeting adjourned at 8:20pm.