



# The Fairfax County

## COMMUNITY ACTION ADVISORY BOARD

Making a positive difference in the lives  
of people experiencing poverty

### Community Action Advisory Board

Michelle Jefferson, *Chair*  
Heather Thomas, *Vice-Chair*  
Morgan Jameson, *Secretary*

### CAAB Members

Nermin Abdel Wahab  
Sandra Barksdale  
Matthew Bell  
Alicia Doe  
Jim Edwards-Hewitt  
Mary Ann Floto  
April Hall  
Hawa Hassan  
Kevin Hickerson  
Caroline Hockenberry  
Michele Hymer Blitz  
Hari Kurup  
Maria Leiva  
Michael Mahrer  
Marcia McDevitt  
Ken McMillon  
Michele Menapace  
Whitney Richardson  
Alex Rodriguez  
Philip Rosenthal  
Alice Yam  
Shari Zamarra  
Benjamin Zuhl

### MISSION

The mission of the Community Action Advisory Board is to make a positive difference in the lives of people experiencing poverty by influencing decision makers, providing funding, and taking actions to address the root causes and conditions of poverty and injustice.

To achieve this mission, the CAAB:

- Employs advocacy;
- Provides education; and
- Offers funding for effective community based programs.

The Community Action Advisory Board reviews and develops new policies as they relate to residents with low-income. The CAAB also oversees the disposition of Community Services Block (CSBG) funds by:

- Researching and assessing community needs;
- Allocating funds; and
- Approving programs and contracts with community organizations serving persons with low-income.

The CAAB communicates with the Board of Supervisors and other county officials, agencies, and civic groups, the low-income community and residents of Fairfax County.

### MEETINGS

The Fairfax County Community Action Advisory Board meets the first Tuesday of each month (except in November) from 7:30 p.m. until 9:30



Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services and activities. Reasonable accommodations will be provided upon request. For information, call 703-246-8788; TTY 703-222-9452. To request this information in an alternate format, call 703-246-8788; TTY 703-222-9452.



p.m. in Conference Rooms 9 and 10 of the Fairfax County Government Center, 12000 Government Center Parkway, Fairfax.

The public is welcomed to attend CAAB meetings. The CAAB requests that members of the public indicate their interest in making a public comment by calling 703-246-8788 ( TTY 703-222-9452) or emailing [susan.al-suqi@fairfaxcounty.gov](mailto:susan.al-suqi@fairfaxcounty.gov).

## **CAAB COMPOSITION**

The Community Action Advisory Board is a tri-part board of 30 members.

- Ten members are appointed by the Fairfax County Board of Supervisors. One is appointed from each of the county's nine districts and one is appointed at-large.
- Nine members are selected by a democratic process—three members from each of the following regions in the county: North (Dranesville, Hunger Mill and Sully Districts); Central (Braddock, Mason and Providence Districts); and South (Lee, Mount Vernon and Springfield Districts). The Fairfax County Head Start Program also appoints a representative.
- Ten private sector organizations that share the CAAB's interest each select one representative.

## **CAAB MEMBER RESPONSIBILITIES**

- Understand the mission and history of Community Action.
- Regular attendance at board and committee meetings.
- Serve on a least one committee and work on CAAB's major projects.
- Be knowledgeable about issues affecting low-income residents of Fairfax County.
- Assist in the recruitment and mentoring of new members.
- Develop community contacts who can help implement the CAAB's goals.
- Participate fully and present individual perspectives.
- Suggest ways the CAAB can improve its performance.

## **CAAB ANNUAL ACTIVITIES**

- Priority setting for awarding CSGB funding to eligible nonprofits via the funding pool. (Biannual)
- Selection of projects to receive CSBG funds based on priorities. (Biannual)
- Participation in legislative and budget processes by advising the Board of Supervisors, providing testimony and participation in community input processes.
- Review/approval of grant application and quarterly reports.
- Monitoring and contract oversight with the support of Department of Procurement and Materials Management contracts monitoring staff.

Fairfax County Community Action Advisory Board  
12011 Government Center Parkway, 9th Floor  
Fairfax, VA 22035-1102

[fairfaxcounty.gov/neighborhood-community-services/community-action-advisory-board](http://fairfaxcounty.gov/neighborhood-community-services/community-action-advisory-board)