

**LEE COUNTY  
COMMUNITY ACTION AGENCY/NEIGHBORHOOD DISTRICT COMMITTEE  
QUARTERLY MEETING**

**April 15, 2025 at 2:00pm  
Lee County Human & Veteran Services  
2440 Thompson St, Fort Myers FL 33901**

---

**I. Call To Order – Roll Call - \*Establish Quorum**

**A. Members Present**

1. Members Absent/With Excuse

**B. Approval of December 17<sup>th</sup>, 2024 Minutes \***

**II. Program Reports**

- A. Community Service Block Grant**
- B. Client Satisfaction Survey Report**
- C. LIHEAP Budget**
- D. Organizational Standards Report**
- E. CSBG DRSF Program Overview**

**Caitlyn Roberts**  
**Caitlyn Roberts**  
**Caitlyn Roberts**  
**Caitlyn Roberts**  
**Jessi Smith**

**III. New Business**

- A. Department Updates**
- B. Promise Software System**
- C. Recruiting**
- D. 2025 CAA/NDC Meeting Schedule**
- E. Review of Mission Statement**

**Caitlyn Roberts**  
**Caitlyn Roberts**  
**Caitlyn Roberts**  
**Caitlyn Roberts**  
**Caitlyn Roberts**

**IV. Adjournment**

**\*Item Needing Action**

<p>In accordance with the Americans with Disabilities Act, Lee County will not discriminate against qualified individuals with disabilities in its services, programs, or activities. To request an auxiliary aid or service for effective communication or a reasonable modification to participate, contact Joan LaGuardia, (239) 533-2314, <a href="mailto:ADArequests@leegov.com">ADArequests@leegov.com</a> or Florida Relay Service, 711. Accommodation will be provided at no cost to the requestor. Requests should be made at least five business days in advance. For additional information, please contact: Caitlyn Roberts, Lee County Human and Veteran Services at 239-533-2906.</p>
---