



Community Action Agency Executive Committee

425 E. State Street
Rockford, IL 61104
www.rockfordil.gov

Meeting Minutes

Tuesday, May 12, 2026

11:00 AM

I. CALL TO ORDER

Present Tiana McCall
Mary Cacioppi
Shelton Kay

A. The CAA Executive Board Meeting was called to order at 11:09am.

B. Absent: N/A

C. Staff Present: Anquette Parham: Executive Director of Health & Human Services, Owen Carter: Deputy Director of Health & Human Services, Christopher Greenwood: Director of Community Services, Kim Thompson: CAA Executive Board Clerk

Quorum Established 11:10am

II. ACTION ON MINUTES

Approval of Minutes held on February 17, 2026.

[26-00555](#)

Attachments: [CAA Executive Committee Minutes 2-17-26](#)

A. Amended minutes posted for February 17, 2026. The term President was changed to Chair. The term Vice-President was changed to Vice-Chair.

Motion made by Tiana McCall. Seconded by Shelton Kay.

Approved

Aye: McCall, Cacioppi, and Kay

III. GENERAL INFORMATION

A. A review of the bylaws is needed. It is required to provide a notice in advance of 2 week-30 days prior to voting. A draft with several potential changes has been provided.

1. For example, having a minimum of 9 for board. This safeguards in case we do not have enough interest but does not limit us.

2. Tiana McCall suggest we explore more members from Boone County. Also suggesting more presence and scheduling board meetings in Boone County, too.

- B. FA2 review (HeadStart) held last week of April went very well. There was great changes since FA1 review. Our final report was received back quickly and we passed everything.
- C. Bid process is completed. In-house staff can request to move locations. Seniority can bump someone as long as their credentials match.
- D. Reminder that the Illinois Association of Community Action Agencies (IACAA) Annual Conference will be held May 17th-19th, 2026.
- E. The upcoming mandatory Board Training will be held on July 7, 2026 from 12noon-2pm. We will host it in Conference Room C. Lunch will be provided. A calendar invite will be sent out.

IV. OFFICERS REPORTS

- A. Mary Cacioppi talked about refining the Getting Ahead Program. They are looking to have a BETA test for the next class to include getting individual reports and aggregated reports. These would be provided to each individual so they can see their own achievements and see how their goals impacts their futures.

V. ADJOURNMENT

Motioned by Mary Cacioppi. Seconded by Shelton Kay.

Approved

Aye: McCall, Cacioppi, and Kay

End time 11:51am. Total time 42 mins.

The next Executive Committee Meeting will be held on 11:00am June 16 at City Hall Conference Room A.

THE CITY OF ROCKFORD INTENDS TO COMPLY WITH THE INTENT AND SPIRIT OF THE AMERICANS WITH DISABILITIES ACT. IF A SIGN LANGUAGE INTERPRETER, PERSONAL P.A. SYSTEM, OR OTHER SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CALL THE LEGAL DEPARTMENT AT (779) 348-7391 AT LEAST 48 HOURS IN ADVANCE, SO WE CAN BE PREPARED TO ASSIST YOU.