



## Levy County Board of County Commissioners Agenda Item Summary Form

1. **Name and Title:** Mary-Ellen Harper, County Manager
2. **Department:** Board of County Commissioners
3. **Meeting Date:** Tuesday, December 16, 2025

4. **Requested Action:**  
Appoint Layce Hallman to the Central Florida Community Action Agency Board of Directors for a term ending September 30, 2026.

5. **Cost & Funding Source:**  
NA

6. **Justification of Request:**  
In accordance with Community Services Block Grant (CSBG) guidelines, the Central Florida Community Action Agency (CFCAA) is required to maintain a Board of Directors, which equitably represents the public, private and community (low-income) sectors in the counties they serve, which include Alachua, Marion and Levy Counties.

The CFCAA Board of Directors meets in January, March, May, September, and November, with the Annual Meeting held in October each year. Regular meetings are generally scheduled for the third Thursday of the month from 3:30 p.m. – 5:00 p.m. Meetings are typically held at 411 N. Main Street, Gainesville, FL 32601, with one meeting each year hosted in Levy County and Marion County.

Board members also have the option to attend meetings virtually.

Layce Hallman works for Levy County Library Services and is well-positioned to represent the county on this Board.