

**Little Dixie Community Action Agency, Inc.**  
**Board of Directors and/or Executive Committee Meeting**  
**10:00 a.m. Tuesday, December 8th, 2015**  
*Little Dixie HomeOwnership Center - 500 East Rosewood - Hugo, Oklahoma*  
**AGENDA**

**Invocation**

**A.** Opening of Board Meeting – Roll Call, Introduction of Guests

**B.** Finance/Audit/Loan Committee Report

*Consent Docket - The following items of business indicated by brackets (C&D, E, and F) may be voted upon by a single vote of the Board without discussion, unless and except for any item which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.*

**C.** Consideration, Discussion and Vote to Approve November 10, 2015 Regular Meeting Minutes

**D.** Consideration, Discussion and Vote to Approve October 2015 Financial Reports; Distribution of November 2015 Financials for January 2016 Consideration and Vote

**E.** Consider Submission of Resolutions and/or Grant Applications - **\$2,124,051.32**

1. CACFP Daycare Homes Food Reimbursement Application to the Department of Education (Funded by USDA) - \$1,491,160.01
2. Technical Assistance Application to NeighborWorks® America for Web Design - \$20,000
3. Connecting Kids to Coverage Application to the U.S. Department of Health and Human Services - \$558,592.31
4. FY 2016 Retired and Senior Volunteer Program Grant Application to the Corporation for National and Community Service - \$54,299

**F.** Consider Acceptance of Grants/Contracts/Awards - **\$1,492,160.01**

1. CACFP Daycare Homes Food Reimbursement Award from the Department of Education (Funded by USDA) - \$1,491,160.01
2. Thanksgiving Food Basket Donation from International Paper Community Giving Program-Valliant Mill - \$1,000

**G.** Consideration, Discussion and Vote to Approve the Minutes from the November 10, 2015 LDCAA Executive Session regarding the Performance Evaluation and Contract Renewal of Rebecca Reynolds as Executive Director of LDCAA. Okla. Stat. title 25, § 307 (B) (1)

**H.** Consideration, Discussion and Vote to Approve the Little Dixie Community Action Agency, Inc. Board of Directors Meeting Dates for 2016

**I.** Recognition of Jim Freeny as the Re-appointed Representative for the McCurtain County Commissioners, a Public Entity on the LDCAA Board. Entity to expire in December 2018

**J.** Recognition of David Rawls as the Re-appointed Representative for the City of Hugo, a Public Entity on the LDCAA Board. Entity to expire in December 2018

- K.** Recognition of Michael Melton as the Re-appointed Representative for the Choctaw County Commissioners, a Public Entity on the LDCAA Board. Entity to expire in December 2018
- L.** Recognition of David Hawkins as the Re-appointed Representative for the Wright City Public Schools, a Public Entity on the LDCAA Board. Entity to expire in December 2018
- M.** Recognition of Trilla Frazier as the Elected Representative for the Kiamichi Medical Center, a Low-Income Entity on the LDCAA Board. Entity to expire in December 2018
- N.** Recognition of Dwight Satterfield as the Elected Representative for the Antlers Community Food Bank, a Low-Income Entity on the LDCAA Board. Entity to expire in December 2018
- O.** Recognition of Leeoma Caldwell as the Appointed Representative for the Hugo Rotary Club, a Private Entity on the LDCAA Board. Entity to expire in December 2018
- P.** Recognition of Andrea Henkel as the Appointed Representative for the Broken Bow Ministers Fellowship, a Private Entity on the LDCAA Board. Entity to expire in December 2018
- Q.** Consideration, Discussion and Vote to Approve the Job Description as Presented for Position of Executive Director of Little Dixie Community Action Agency, Inc.
- R.** Consideration, Discussion and Vote to Accept Approval from NeighborWorks® America of LDCAA's Request to Convert \$469,934 in Permanently Restricted Capital Funds to Unrestricted Funds
- S.** Presentation of Head Start/Early Head Start Fall Outcomes Report
- T.** Head Start Policy Council Report
- U.** Recognition of December Employee of the Month:  
*Michele Frazier-Drug Free Communities Program*
- V.** Recognition of 2015 Employee of the Year  
*Ron Reese – Manager-Hugo Lake State Park*
- W.** Recognition of Service Award Recipients:  
Five Years: *Lisa Glass – Head Start*  
*Patty Head – AmeriCorps (Head Start/Early Head Start)*
- X.** Recognition of Board Commendations resulting from the Walmart State Giving Grant Project “Combating Food Insecurities in Southeast Oklahoma”:  
  
Little Dixie CAA Retired & Senior Volunteer Program  
First Baptist Church/Antlers Community Food Bank  
Gracefully Yours  
Hand to Hand  
Sharing Hope Food Pantry

**Y.** Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; USDA Meals and Snack Report; HS/EHS/EHS-CC Enrollment/Attendance Report; Letter from ACF/Office of Head Start Approving Pam Brunette as the Head Start/Early Head Start/Early Head Start-Child Care Director

**Z.** Consideration, Discussion and Vote on New Business (Not known about or which could not have been reasonably foreseen prior to time of posting the Agenda. Okla. Stat. Title 25 §311.)

**AA.** Consideration, Discussion and Vote to Adjourn