

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Tuesday, July 14, 2015
Little Dixie HomeOwnership Center - 500 East Rosewood - Hugo, Oklahoma
AGENDA

Invocation

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

Consent Docket - The following items of business indicated by brackets (B&C and D&E) 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which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.

B. Consideration, Discussion and Vote to Approve June 9, 2015 Regular Meeting Minutes

C. Consideration, Discussion and Vote to Approve May 2015 Financial Reports; Distribution of June 2015 Financials for August 2015 Consideration and Vote

D. Consider Submission of Resolutions and/or Grant Applications - \$6,033,962.22

1. New Pathways for Fathers and Families Grant to the U.S. Department of Health and Human Services, Administration for Children and Families - \$2,369,972
2. Head Start/Early Head Start Grant Application to Health & Human Services - \$3,365,070
3. Oklahoma Early Childhood Program Funding for Early Head Start - \$168,976.91
4. State Appropriated Fund Application to OK Dept. of Commerce for Head Start - \$68,033
5. DHS Weatherization Funding Increase Request to Oklahoma Dept. of Commerce - \$46,938
6. State Appropriated Fund Application to Oklahoma Dept. of Commerce - \$14,972.31
7. Application to USDA's Rural Housing Services Division to be an Intermediary under the Certified Loan Application Packaging Process with the Section 502 Single Family Housing Program

E. Consider Acceptance of Grants/Contracts/Awards - \$355,035

1. Designation as an Intermediary under Pilot Program for the Section 502 Direct Single Family Loan Program by Rural Housing Services Division of USDA/Rural Development
2. Expendable Award from NeighborWorks® America for Salary Support of Housing Program Staff - \$10,000
3. Technical Assistance Award from NeighborWorks® America for Community Building and Engagement Training - \$3,000
4. Supplemental Award from NeighborWorks® America to conduct Health Survey - \$2,000
5. Housing Counseling Award from NeighborWorks® America via Partnership with Suntrust Bank - \$17,700
6. 2015 Victims of Crime Act Award from the Oklahoma District Attorneys Council for CASA Program-\$79,157
7. 2015 Victims of Crime Act Award from the Oklahoma District Attorneys Council for Victim Support Services-\$98,159
8. Oversight of Smart Start Community Contracts Award from the Oklahoma Department of Human Services-\$98,081.
9. DHS Weatherization Funding Increase from Oklahoma Dept. of Commerce - \$46,938

F. Update on National NeighborWorks® Week Event

G. Consideration, Discussion and Vote to adopt a resolution to establish a formal process for low-income beneficiaries to advise Little Dixie Community Action Agency, Inc. as a Community Housing Development Organization on matters regarding the design, location, development and management of affordable housing

H. Consideration, Discussion and Vote to Approve the 2015-2016 Updates to the Community Assessment for Head Start/Early Head Start/Early Head Start-Child Care

I. Consideration, Discussion and Vote to Approve Dawn McDaniel (HS/EHS Director) and Patty Head (AmeriCorps Planning and Development Specialist) as the E-rate Purchasing Agents for the 2015-2016 School Year

J. Report on Little Dixie Head Start/Early Head Start 2014-2015 Self-Assessment

K. Finance/Audit/Loan Committee Report

L. Asset Management Report

M. Consideration, Discussion and Vote to Submit a Request to NeighborWorks® America for a Capital Fund Conversion of Permanently Restricted Capital Funds to unrestricted funds.

N. Review of Little Dixie Community Action Agency By-Laws

O. Consideration, Discussion and Vote to Revise Little Dixie Community Action Agency Inc.'s Amended and Restated Certificate of Incorporation to Elect and Change Said Document to Reflect Rebecca Reynolds as the Registered Agent (Second Paragraph).

P. Review and Discussion of Little Dixie Community Action Agency's Mission Statement: "Helping People. Changing Lives." (Keeping or Revising)

Q. Board Training – Video Presentation over Results Oriented Management & Accountability (ROMA)

R. Head Start Policy Council Report

S. Recognition of July Employee of the Month:
Jerry Burton - Self Help Housing

T. Recognition of Service Award Recipients:
Ten Years - Jennifer Goodman, Administration - Planning Department

U. Video Presentation of AmeriCorps National Civilian Community Corps Activities

V. Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; USDA Meals and Snack Report; and Head Start/Early Head Start Enrollment/Attendance Report; Letter regarding the Organizational Health Rating of LDCAA resulting from NeighborWorks® America Monitoring Visit

W. 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.)

X. Consideration, Discussion and Vote to Adjourn