

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Tuesday, May 9, 2017
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which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.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 April 2017 Regular Meeting Minutes (*Organizational Standards – Category 5, Standard 5.5*)
- D. Consideration, Discussion, and Vote to Approve March 2017 Financial Reports; Distribution of April 2017 Financials for June 2017 Consideration and Vote (*Organizational Standards – Category 8, Standard 8.7*)
- E. Consider Submission of Resolutions and/or Grant Applications - **\$524,483.60**
 - 1. Delinquency Prevention Formula Grant to the Oklahoma Office of Juvenile Affairs – State Advisory Group - \$50,000
 - 2. Early Childhood Comprehensive Systems Impact Continuation Grant Application (Year 2) to the U.S. Department of Health and Human Services, Health Resources and Services Administration - \$426,600
 - 3. PY '17 Department of Energy Weatherization Assistance Program Application to the Oklahoma Department of Commerce - \$47,883.60
- F. Consider Acceptance of Grants/Contracts/Awards - **\$1,931,147.22**
 - 1. PY '17 Department of Energy Weatherization Assistance Program Award from the Oklahoma Department of Commerce - \$47,883.60
 - 2. Head Start/Early Head Start Additional Operations/Training and Technical Assistance Funds (Period 12/1/2016–11/30/2017) from the U.S. Department of Health and Human Services, Administration for Children and Families - \$1,198,601
 - 3. Technical and Management Assistance Program Award (Bridge Contract: Period 5/1/2017–9/30/2017) from the U.S. Department of Agriculture, Rural Development - \$672,262.62
 - 4. Little Dixie CAA Website Re-Design Grant Award from the Sarkeys Foundation - \$10,500
 - 5. Child Care Assistance Grant from the Choctaw Nation of Oklahoma - \$1,700
 - 6. American Electric Power/Public Service Company of Oklahoma Contribution Fund Award from the Tulsa Community Foundation - \$200
- G. Consideration, Discussion, and Vote to Submit a Request to NeighborWorks® America for Capital Fund Conversion of \$600,761 from Restricted Capital Funds to Unrestricted Funds.

- H. Consideration, Discussion, and Vote to Accept the Terms of the Investment and Grant Agreement by NeighborWorks[®] America for the Acceptance, Use, and Reporting of Conversion, Expendable, and Capital Funding for the 2017-2018 Funding Cycle.
- I. Consideration, Discussion, and Vote to Approve a Resolution to Enter into the Investment and Grant Agreement with Neighborhood Reinvestment Corporation, d.b.a. NeighborWorks[®] America.
- J. Consideration, Discussion, and Vote to Approve Waiver/Exemption of Conflict of Interest for DHS and/or DOE Weatherization Funds/Assistance for Angela Ayers, daughter of Mary VanNoy, an employee of the Little Dixie Healthy Start Program, that a full and proper posting of the disclosure has been made to the public, that no objections have been received from the public, a legal opinion determining there is no violation of Oklahoma or local law, any conflict or potential conflict should be waived, and the expenditure of weatherization funds is fair to LDCAA.
- K. Consideration, Discussion, and Vote to Approve Four-Factor Analysis and Language Access Plan for Limited English Proficiency Persons.
- L. Consideration, Discussion, and Vote to Accept Little Dixie Community Action Agency, Inc. 403(b) Audit for Period of August 1, 2015 – July 31, 2016.
- M. Consideration, Discussion, and Vote to Approve Submission of 2017-2018 Transportation Waiver for Head Start.
- N. Consideration, Discussion, and Vote to Elect Board Member to Board Giving Committee (replacing Leeoma Caldwell), Pursuant to LDCAA Amended By-Laws, Article XI.
- O. Consideration, Discussion, and Vote to Accept 2017-2020 Little Dixie Community Action Agency, Inc. Strategic Plan (*Organizational Standards – Category 4, Standard 4.3; Category 6, Standards 6.1, 6.2 and 6.3*).
- P. Consideration, Discussion, and Vote to Approve Signing of Proclamation Recognizing May as National Community Action Month; Overview and History of Community Action.
- Q. Video Presentation Highlighting Little Dixie CAA Programs/Activities Presented During the NeighborWorks[®] America 2017 Rural Membership Conference.
- R. Board Training/Programmatic Report: Early Learning Centers (*Organizational Standards – Category 5, Standard 5.9*).
- S. Head Start Policy Council Report (*Organizational Standards – Category 2, Standard 2.1; Category 5, Standard 5.9*).
- T. Recognition of May Employee of the Month:
Cynthia Cayton, Teacher – Rattan Head Start
- U. 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; National Community Action Month Event Announcement; LDCAA OHTS Rating as Exemplary by NeighborWorks® America.

- V. 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*).
- W. Consideration, Discussion, and Vote to Adjourn.