

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Tuesday, April 9, 2019
HomeOwnership Center - 500 East Rosewood - Hugo, Oklahoma

AGENDA

- A.** Call to Order and Invocation
- B.** Opening of Board Meeting – Roll Call, Introduction of Guests
- C.** Finance/Audit/Loan Committee Report

Consent Docket - The following items of business indicated by brackets (D and E, F, G) 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.

- D.** Consideration, Discussion, and Vote to Approve March 2019 Regular Meeting Minutes (*Organizational Standards – Category 5, Standard 5.5*)
- E.** Consideration, Discussion, and Vote to Approve February 2019 Financial Reports; Distribution of March 2019 Financials for May 2019 Consideration and Vote (*Organizational Standards – Category 8, Standard 8.7*)
- F.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$1,600,600**
 - 1. Early Childhood Comprehensive Systems Impact Grant Application (*Continuation - Year 4*) to the U.S. Department of Health and Human Services, Health Resources and Services Administration - **\$426,600**
 - 2. Rural Communities Opioid Response Program-Implementation Grant Application to DHHS, Health Resources and Services Administration - **\$1,000,000**
 - 3. 2019 HOME Investment Partnerships Program Grant Application (*Developer Subsidies*) to the Oklahoma Housing Finance Agency - **\$174,000**
- G.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$2,706,763.23**
 - 1. Technical and Management Assistance Contract Award – Region 2 (*Option Year 1*) from the U.S. Department of Agriculture, Rural Development - **\$1,432,279.96**
 - 2. Safe and Sound – Strengthening Rural Homeownership Through Housing Rehabilitation or Replacement Grant Award (*First Allocation*) from Wells Fargo via NeighborWorks® America - **\$40,000**
 - 3. FY 2019 Community Services Block Grant Award (*Second Quarter Allocation*) from the Oklahoma Department of Commerce/Community Development Services - **\$56,660** (*Total Awarded: \$113,319*)
 - 4. FY 2018 Housing Counseling Grant Award from the U.S. Department of Housing and Urban Development via NeighborWorks® America - **\$12,123.27** (*First Payment of up to \$25,000 for Contract Period: October 1, 2017–September 30, 2019*)
 - 5. FY 2019 Round 1 Expendable Grant Award from NeighborWorks® America - **\$132,500**
 - 6. FY 2019 Round 1 Capital Grant Award from NeighborWorks® America - **\$75,000**
 - 7. FY 2019 Improvement Grant Awards from the Choctaw Nation of Oklahoma, Child Care Assistance Program - **\$8,200**

8. Healthy Start Initiative: Eliminating Disparities in Perinatal Health Grant Award from DHHS, Health Resources and Services Administration - **\$950,000**
- H. Consideration, Discussion, and Vote to Approve Reclassification of Restricted Capital Funds from NeighborWorks® America to Unrestricted Funds (*Total: \$420,533*)
- I. Consideration, Discussion, and Vote to Remove Myrl Redman as an Authorized Check Signer for Little Dixie Community Action Agency, Inc.
- J. Consideration, Discussion, and Vote to Approve Darlene Wood as an Authorized Check Signer for Little Dixie Community Action Agency, Inc.
- K. Update on LDCAA Board Self-Assessment (*Organizational Standards – Category 5, Standard 5.7*)
- L. Board Training: Analysis Report over CSBG Annual Report and Results Oriented Management and Accountability (ROMA) Application (*Organizational Standards – Category 9, Standards 9.1, 9.2, 9.3, 9.4*)
- M. Review, Facilitated Discussion, and Board Member Input Regarding CSBG Annual Report Analysis and Outcomes (*Organizational Standards – Category 9, Standard 9.3*)
- N. Consideration, Discussion, and Vote to Approve CSBG Annual Report and Analysis (*Organizational Standards – Category 9, Standard 9.3*)
- O. Consideration, Discussion, and Vote to Approve Signing of Proclamation Recognizing April as Fair Housing Month
- P. Consideration, Discussion, and Vote to Approve Submission of Community Housing Development Organization (CHDO) Recertification; Review of Activities and Signing of Conflict of Interest Statements as Required by Oklahoma Housing Finance Agency and the U.S. Department of Housing and Urban Development’s HOME Program Rules for Recertification and Eligibility to Apply for Funding as a CHDO
- Q. Consideration, Discussion, and Vote to Approve or Disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2019-20 (*This Resolution authorizes filing of the Form 471 application(s) for funding year 2019-2020 and the payment of the applicant’s share upon approval of funding and receipt of services.*)
- R. Consideration, Discussion, and Vote to Approve Head Start/Early Head Start/EHS-Child Care Program Cost Allocation Plan
- S. Consideration, Discussion, and Vote to Approve Updated HS/EHS/EHS-CC Pay Scale Based on 1.77% Cost-of-Living Adjustment Allowance
- T. Board Giving Committee Report (*Organizational Standards – Category 5, Standard 5.7*)
- U. Board Training/Programmatic Report: HS/EHS/EHS-CC Child Outcomes/Assessment Results for Fall/Winter 2018-2019 (*Organizational Standards – Category 5, Standard 5.9*)

- V. Board Training/Programmatic Report: Early Learning Centers (*Organizational Standards – Category 5, Standard 5.9*)
- W. 2019 LDCAA Customer Satisfaction Report: 1st Quarter (January – March) Results (*Organizational Standards – Category 1, Standard 1.3; Category 6, Standard 6.4*)
- X. Risk Assessment Report
- Y. Board Training: Recruitment and Retention; Low-Income Participation – Board Activities and Members; ODOC’s CAA Implementation Manual, Requirement 113 (*Organizational Standards – Category 5, Standards 5.7 and 5.9*)
- Z. Head Start/Early Head Start/EHS-Child Care Policy Council Report (*Organizational Standards – Category 2, Standard 2.1; Category 5, Standard 5.9*)
- AA. Recognition of April 2019 Employee of the Month:
Ruby Gann, Housing Counselor – LDCAA Housing Programs
- BB. Recognition of Service Awards:
Ten Years: Amanda Terrebonne, Care Coordinator – Healthy Start Program
Twenty Years: Lisa Engler, Cook – Head Start/Early Head Start Programs
Pam Waugh, Program Director – Healthy Start Program
- CC. 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; HS/EHS/EHS-CC Data Analysis Report; Notice of Early Head Start-Child Care Partnership Preliminary Non-Competitive Determination; LDCAA’s 51st Anniversary; Notice of Inclusion as a Sub-Contractor in Youth Collaboratory’s 2019 Mentoring Opportunities for Youth Initiative Grant Application; Corporation for National and Community Service Update
- DD. 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*)
- EE. Consideration, Discussion, and Vote to Adjourn

Posted: _____ Date: _____ Time: _____