

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
Tuesday, May 14, 2019 · 10:00 a.m.
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.** Client Testimonial: Faces of Transit
- D.** Finance/Audit/Loan Committee Report

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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.

- E.** Consideration, Discussion, and Vote to Approve April 2019 Regular Meeting Minutes (*Organizational Standards – Category 5, Standard 5.5*)
- F.** Consideration, Discussion, and Vote to Approve March 2019 Financial Reports; Distribution of April 2019 Financials for June 2019 Consideration and Vote (*O.S. 8.7*)
- G.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$1,197,401**
 - 1. Microloan Program - Technical Assistance Grant Application to the U.S. Small Business Administration - **\$5,704**
 - 2. PY' 19 Department of Energy Weatherization Assistance Program Grant Application to the Oklahoma Department of Commerce/Community Development - **\$77,878**
 - 3. 2019 NeighborWorks Week Grant Application to NeighborWorks® America - **\$500**
 - 4. FY 2019 Community Services Block Grant Application (*3rd and 4th Quarter Allocations*) to the Oklahoma Department of Commerce/Community Development - **\$113,319**
 - 5. Second Chance Act Comprehensive Community-Based Adult Reentry Grant Application (*Category 1*) to the U.S. Department of Justice, Bureau of Justice Assistance - **\$1,000,000**
- H.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$354,400**
 - 1. Section 5339(b) – Bus and Bus Facilities Discretionary Program Award from the Oklahoma Department of Transportation - **\$161,329**
 - 2. FY 2019 Supplement Award (*Cost-of-Living Adjustment - Head Start/Early Head Start*) from the U.S. Department of Health and Human Services, Administration for Children and Families - **\$64,752**
 - 3. Signature Cause Grant Award from the International Paper Foundation - **\$15,000**
 - 4. FY 2019 CSBG Award (*3rd and 4th Quarter Allocations*) from the Oklahoma Department of Commerce/Community Development - **\$113,319** (*Total Awarded: \$226,638*)
- I.** Consideration, Discussion, and Vote to Approve Signing of Proclamation Recognizing May as National Community Action Month; Overview and History of Community Action; LDCAA History, Mission, Vision, and Values (*O.S. 5.7*)

- J.** Consideration, Discussion, and Vote to Approve Updates to LDCAA Procurement Policy (*O.S. 8.11*)
- K.** Consideration, Discussion, and Vote to Approve Submission of Budget Revision Request for the Early Head Start-Child Care Program (*Period 8/1/2018–7/31/2019*)
- L.** Consideration, Discussion, and Vote to Approve Submission of FY 2019 Supplement Applications (*Program Improvement*) and Non-Federal Share Waiver Requests for the Head Start, Early Head Start, and Early Head Start-Child Care Programs
- M.** Consideration, Discussion, and Vote to Approve the Vision 20/20 Statement from the Small Business Initiative Guiding Coalition
- N.** Consideration, Discussion, and Vote to Approve HS/EHS/EHS-CC Organizational Chart
- O.** Consideration, Discussion, and Vote to Approve EHS-CC Training Plan
- P.** Review of LDCAA Board Self-Assessment (*O.S. 5.7*)
- Q.** Discussion Concerning Agency Name
- R.** Risk Assessment and Management Committee Discussion
- S.** Board Training: LDCAA Finances (*O.S. 5.7*)
 - CSBG Organizational Standards – Fiscal Management
 - Financial Oversight – Overall Agency Fiscal Status, Procedures, Practices, Transactions
 - Interpreting Financial Statements
- T.** Board Training: CSBG Organizational Standards (*O.S. 5.7*)
- U.** Asset Management Committee Report
- V.** Board Training/Programmatic Report: Quarterly Housing Production (*1/1/2019–3/31/2019*) as Reported to NeighborWorks[®] America (*O.S. 5.7, 5.9*)
- W.** Board Training/Programmatic Report: HS/EHS/EHS-CC Monitoring Protocol (*O.S. 5.7, 5.9*)
- X.** Head Start/Early Head Start/EHS-Child Care Policy Council Report (*O.S. 2.1, 5.7 & 5.9*)
- Y.** National NeighborWorks Week Update
- Z.** Recognition of May 2019 Employee of the Month:
Sheree Ensley – Accounting Supervisor, LDCAA Administration
- AA.** 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; Program Spotlights; National Community Action Month Celebration (*O.S. 5.9*)

BB. 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*)

CC. Consideration, Discussion, and Vote to Adjourn

Posted: _____ *Date:* _____ *Time:* _____