

**Little Dixie Community Action Agency, Inc.**  
**Board of Directors and/or Executive Committee Meeting**  
**Tuesday, September 10, 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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 August 2019 Regular Meeting Minutes (*Organizational Standards – Category 5, Standard 5.5*)
- F.** Consideration, Discussion, and Vote to Approve July 2019 Financial Reports; Distribution of August 2019 Financials for October 2019 Consideration and Vote (*O.S. 8.7*)
- G.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$731,245.92**
  - 1. 2019 Sponsorship Request (*Retired and Senior Volunteer Program*) to International Paper, Valliant Containerboard Mill - **\$2,000**
  - 2. Discretionary Grant Request (*Head Start/Early Head Start/EHS-Child Care*) to the Potts Family Foundation - **\$1,000**
  - 3. Safe and Sound – Strengthening Rural Homeownership Through Housing Rehabilitation or Replacement Grant Request (*Supplemental Allocation*) to Wells Fargo via NeighborWorks® America - **\$5,555**
  - 4. Community Impact Grant Application (*YouthBuild*) to the Home Depot Foundation - **\$5,000**
  - 5. FY 2020 NeighborWorks Training Institute Travel Grant/Slot Allocation Request to NeighborWorks® America - **\$5,850**
  - 6. Small Grants Program Application to the Clif Bar Family Foundation - **\$7,500**
  - 7. Letter of Intent to the Foundation for Opioid Response Efforts - **\$600,000**
  - 8. Sponsorship Grant Application (*RSVP*) to Bank of Oklahoma Financial Foundation - **\$9,100**
  - 9. Sponsorship Grant Application (*RSVP*) to the Reiman Foundation - **\$8,500.80**
  - 10. Educational Grant Application (*YouthBuild*) to J.E. and L.E. Mabee Foundation - **\$63,361.34**
  - 11. Community Investments Grant Application to the ONEOK Foundation - **\$23,378.78**
- H.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$858,298.92**
  - 1. Safe and Sound – Strengthening Rural Homeownership Through Housing Rehabilitation or Replacement Grant Award (*Second Allocation*) from Wells Fargo via NeighborWorks® America - **\$26,666**
  - 2. FY 2019 Community Initiatives Peer Learning Site Visit Grant Award from NeighborWorks® America - **\$2,000**

3. Safe and Sound – Strengthening Rural Homeownership Through Housing Rehabilitation or Replacement Grant Award (*Supplemental Allocation*) from Wells Fargo via NeighborWorks® America - **\$5,555**
  4. FY 2020 Community Action Agencies State Appropriated Head Start Funds Award from the Oklahoma Department of Commerce/Community Development - **\$73,385**
  5. FY 2020 CAA State Appropriated Funds Award from ODOC - **\$10,468**
  6. 2019 AmeriCorps Grant Award (*Year 1*) from the Corporation for National and Community Service, Oklahoma Community Service Commission - **\$134,584**
  7. Sponsorship Donation (*RSVP*) from International Paper, Valliant Containerboard Mill - **\$2,000**
  8. Discretionary Grant Award (*HS/EHS/EHS-CC*) from the Potts Family Foundation - **\$1,000**
  9. Delinquency Prevention Formula Grant Award (*Continuation - Year 3*) from the Oklahoma Office of Juvenile Affairs – State Advisory Group - **\$40,000**
  10. Microloan Program - Technical Assistance Grant Award from the U.S. Small Business Administration - **\$5,704**
  11. Oklahoma Early Childhood Program Award from CAP Tulsa (*Year 14: 7/1/2019-6/30/2020*) - **\$168,976.92** (\$72,418.68 Match)
  12. 2019 Victims of Crime Act Grant Award (*Court Appointed Special Advocates*) from the Oklahoma District Attorney’s Council - **\$110,325**
  13. 2019 VOCA Grant Award (*Victim Advocacy Services*) from the Oklahoma District Attorney’s Council - **\$109,615**
  14. FY 2019 Supplement Award (*Program Improvement—Head Start/EHS*) from the U.S. Dept. of Health and Human Services, Administration for Children and Families - **\$168,020**
- I. Consideration, Discussion, and Vote to Approve Filing of LDCAA 2018 Form 990 and Oklahoma Tax Returns
  - J. Appoint Chairperson for Finance/Audit/Loan Committee (*Pursuant to LDCAA Amended By-Laws, Article XI, Section 2*)
  - K. Appoint Chairperson for Compensation Committee (*Pursuant to LDCAA Amended By-Laws, Article XI, Section 2*)
  - L. Appoint Chairperson for By-Laws Committee (*Pursuant to LDCAA Amended By-Laws, Article XI, Section 2*)
  - M. Consideration, Discussion, and Vote to Approve the 2018-2019 Head Start/Early Head Start/EHS-Child Care Self-Assessment Plan, Final Report and Program Improvement Plan
  - N. Consideration, Discussion, and Vote to Approve 2018-2019 Program Information Reports: Head Start, Early Head Start, and EHS-Child Care Programs
  - O. Consideration, Discussion, and Vote to Approve the 2019-2020 Head Start/Early Head Start Training and Technical Assistance Plan
  - P. Consideration, Discussion, and Vote to Approve Hiring of Kellogg & Sovereign® Consulting, LLC as the E-Rate Consultants for the 2020-2021 E-Rate Funding Year
  - Q. Discussion Concerning Compliance with Children’s Internet Protection Act (CIPA) Cyberbullying Awareness

- R.** Consideration, Discussion, and Vote to Approve Darla Galyon (HS/EHS/EHS-CC Director) and Mattie Ferguson (HS/EHS/EHS-CC Assistant Director) as the E-Rate Purchasing Agents for the 2019-2020 School Year
- S.** Update Regarding Agency Name
- T.** Discussion Concerning Filed Lawsuit Against LDCAA
- U.** Board Training/Programmatic Report: Agency Program Evaluation (*O.S. 5.7, 5.9*)
- V.** Board Training/Programmatic Report: Review of Head Start/Early Head Start/EHS-Child Care Monitoring Protocols (*O.S. 5.7, 5.9*)
- W.** Head Start/Early Head Start/EHS-Child Care Policy Council Report (*O.S. 2.1, 5.7 & 5.9*)
- X.** Recognition of September 2019 Employee of the Month:  
Bergandy Holt, Care Coordinator – Healthy Start Program
- Y.** Recognition of Service Awards:  
*Five Years:* Regina Hill, Transit Clerk – Transit Program  
*Ten Years:* Carla Deupree, Teacher Assistant – Head Start Program
- Z.** Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; USDA Meals and Snack Report; EHS/EHS-CC Enrollment/Attendance Report; HS/EHS/EHS-CC Data Analysis Report; LDCAA Transit 2018-2019 Revenue Miles Audit Report; RSVP “Canned Goods for a Cause” Donation Flyer; Deer Festival Raffle Fundraiser (*O.S. 5.7, 5.9*)
- AA.** 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*)
- BB.** Consideration, Discussion, and Vote to Adjourn

*Posted:* \_\_\_\_\_ *Date:* \_\_\_\_\_ *Time:* \_\_\_\_\_