

**Little Dixie Community Action Agency, Inc.**  
**Board of Directors and/or Executive Committee Meeting**  
**Tuesday, October 8, 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.** 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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 September 2019 Regular Meeting Minutes (*Organizational Standards – Category 5, Standard 5.5*)

**E.** Consideration, Discussion, and Vote to Approve August 2019 Financial Reports; Distribution of September 2019 Financials for November 2019 Consideration and Vote (*O.S. 8.7*)

**F.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$62,244**

- 1. McCurtain County Emergency Food and Shelter Program – Phase 36 Funding Application to the McCurtain County EFSP Local Board/United Way - **\$1,536**
- 2. Grant Application (*Giving Category - Social Concerns*) to the Chatlos Foundation - **\$5,000**
- 3. PY 2019 Department of Human Services Low Income Home Energy Assistance Application to the Oklahoma Department of Commerce/Community Development - **\$55,708**

**G.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$220,468.76**

- 1. PY 2019 Department of Energy Weatherization Assistance Program Award (*Funding Increase*) from ODOC - **\$15,500** (*Total Awarded: \$93,378*)
- 2. Oklahoma Early Childhood Program Award (*Funding Increase*) from CAP Tulsa - **\$12,262.76**
- 3. 2019 HOME Investment Partnerships Program Grant Award (*Developer Subsidies*) from the Oklahoma Housing Finance Agency - **\$174,000**
- 4. FY 2019 NeighborWorks Training Institute Travel Grant Award (*Second Disbursement*) from NeighborWorks® America - **\$2,170**
- 5. Strategy and Impact Demonstration Group – Implementation Award from NeighborWorks® America - **\$15,000**
- 6. McCurtain County Emergency Food and Shelter Program – Phase 36 Funding Award from the McCurtain County EFSP Local Board/United Way - **\$1,536**

**H.** Consideration, Discussion, and Vote to Enter into Executive Session to Review/Discuss the Following Items (*Oklahoma Statute Title 25 § 307(B)(1)*):

- 1. Executive and Personnel Committee’s Performance Evaluation of Rebecca Reynolds, LDCAA Executive Director (*O.S. 7.4*)
- 2. Employment Contract Renewal and Compensation of Rebecca Reynolds as Executive Director of LDCAA (*O.S. 7.5*)

- I.** Consideration, Discussion, and Vote to Adjourn Out of Executive Session and the Regular Board Meeting Be Reconvened
- J.** Consideration, Discussion, and Vote to Approve the Performance Evaluation of Rebecca Reynolds, LDCAA Executive Director (*O.S. 7.4*)
- K.** Consideration, Discussion, and Vote to Approve the Renewal of Contract, Employment, and Compensation of Rebecca Reynolds as LDCAA Executive Director (*O.S. 7.5*)
- L.** Consideration, Discussion, and Vote to Approve Filing of LDCAA 2018 Form 990 and Oklahoma Tax Returns (*O.S. 8.6*)
- M.** Consideration, Discussion, and Vote to Approve Board Resolution Authorizing Executive Director to Conduct Business on Behalf of LDCAA
- N.** Consideration, Discussion, and Vote to Approve Change in Scope – Enrollment Reduction Amendment Application for LDCAA Head Start Program
- O.** Consideration, Discussion, and Vote to Approve Change in Scope – Enrollment Reduction Amendment Application for LDCAA EHS-Child Care Program
- P.** Consideration, Discussion, and Vote to Approve the LDCAA Board of Directors Regular Meeting Dates for 2020 (*O.S. 5.5*)
- Q.** Consideration, Discussion, and Vote to Elect Two Board Members to the Committee for Nominations (*Pursuant to LDCAA Amended By-Laws, Article XI*)
- R.** Appoint Chairperson for the Committee for Nominations (*Pursuant to LDCAA Amended By-Laws, Article XI, Section 2*)
- S.** Consideration, Discussion, and Vote to Approve Revised Head Start/Early Head Start/EHS-Child Care Management Team Cost Allocation Plan
- T.** Presentation and Review of the EHS-Child Care Program Governance, Leadership, and Oversight Capacity Screener and Training Plan
- U.** Consideration, Discussion, and Vote to Approve the EHS-Child Care Program Governance, Leadership, and Oversight Capacity Screener and Training Plan
- V.** Consideration, Discussion, and Vote to Approve Head Start/Early Head Start/EHS-Child Care Policy Council Operating Procedures and Conflict Resolution/Impasse Policy
- W.** Update Regarding Agency Name/Rebranding
- X.** Discussion Concerning Filed Lawsuit Against LDCAA
- Y.** Board Training/Programmatic Report: EHS/EHS-CC Child Outcomes/Assessment Results for Summer 2018-2019 (*O.S. 5.7, 5.9*)

- Z.** Board Giving Committee Report (*O.S. 5.7*)
- AA.** 2019 LDCAA Customer Satisfaction Report: 3<sup>rd</sup> Quarter (July – Sept.) Results (*O.S. 1.3 & 6.4*)
- BB.** Risk Assessment Report
- CC.** Head Start/Early Head Start/EHS-Child Care Policy Council Report (*O.S. 2.1, 5.7 & 5.9*)
- DD.** Recognition of October 2019 Employee of the Month:  
Jeannie McMillin, Director – Transit Program
- EE.** Recognition of Service Awards:  
  - Five Years:* Melody Williams, Teacher – Head Start Program
  - Ten Years:* Adina Burrell, Bookkeeper – LDCAA Administration
  - Thirty Years:* Sheila Price, Teacher – Head Start Program
- FF.** 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; Domestic Violence Awareness Month Flyer; Recognition of Achievement from District Attorney’s Council; Retired and Senior Volunteer Program Annual Recognition Events (*O.S. 5.7, 5.9*)
- GG.** 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*)
- HH.** Consideration, Discussion, and Vote to Adjourn

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