

**Board of Directors and/or Executive Committee Meeting**  
**Little Dixie Community Action Agency, Inc.**  
**Tuesday, June 8, 2021 · 10:00 a.m.**  
*Head Start Administration Office · 1005 S. 5<sup>th</sup> Street · Hugo, Oklahoma · 74743*

**AGENDA**

- A.** Call to Order and Invocation
- B.** Opening of Board Meeting – Roll Call, Declaration of Quorum and Introduction of Guests
- C.** Recognition of Kara Maness as Elected Representative for Kiamichi Family Medical Center, a Low-Income Entity on the LDCAA Board of Directors (*Entity to Expire 12/31/2021*)
- D.** Recognition of Danny Cornish as Elected Representative for Nashoba Community Center, a Low-Income Entity on the LDCAA Board of Directors (*Entity to Expire 12/31/2023*)
- E.** Appointment of Mentors for New Board Members (*Organizational Standard 5.7*)
- F.** Finance/Audit/Loan Committee Report

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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*

- G.** Consideration, Discussion and Vote to Approve May 2021 Regular Meeting Minutes (*O.S. 5.5*)
- H.** Consideration, Discussion and Vote to Approve April 2021 Financial Reports; Distribution of May 2021 Financials for July 2021 Consideration and Vote (*O.S. 8.7*)
- I.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$2,133,638.78**
  - 1. Rx for Oklahoma Application to KI BOIS Community Action Foundation, Inc. - **\$10,830.62**
  - 2. FY 2021 Community Services Block Grant Application (*2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> Quarter Allocations*) to the Oklahoma Department of Commerce/Community Development - **\$167,219**
  - 3. Wal-Mart Community Giving Grant Application to the Wal-Mart Foundation - **\$5,000**
  - 4. State Farm Neighborhood Assist<sup>®</sup> Grant Application to State Farm<sup>®</sup> - **\$25,000**
  - 5. Local Community-Based Workforce to Increase COVID-19 Vaccine Access Grant Application to the U.S. Department of Health and Human Services, Health Resources and Services Administration - **\$1,000,000**
  - 6. SFY 2022 American Rescue Plan Supplement Grant Application (*Transit Program*) to the Kiamichi Economic Development District of Oklahoma - **\$25,589.16**
  - 7. Second Chance Act: Adult Reentry Education, Employment, Treatment and Recovery Program Grant Application to U.S. Dept. of Justice, Bureau of Justice Assistance - **\$900,000**
- J.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$857,465.62**
  - 1. Rx for Oklahoma Award from KI BOIS Community Action Foundation, Inc. - **\$10,830.62**
  - 2. Board Member Discretionary Grant Fund Award (*Early Childhood Education*) from the Potts Family Foundation, Inc. - **\$1,000**

3. FY 2021 CSBG Award (2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> Quarter Allocations) from the Oklahoma Department of Commerce/Community Development - **\$167,219** (Total Awarded: \$224,525)
  4. American Rescue Plan One-Time Supplement Grant Award (Head Start/Early Head Start/EHS-Child Care Programs) and Non-Federal Share Waiver Approval from the Administration for Children and Families, Office of Head Start - **\$678,416**
- K.** Consideration, Discussion and Vote to Approve Revisions to LDCAA Personnel Policy Manual (O.S. 7.1 & 7.2)
  - L.** Consideration, Discussion and Vote to Approve 2020-2021 Self-Assessment Plan Discoveries
  - M.** Consideration, Discussion and Vote to Approve Housing Work Plan and Quality Control Plan
  - N.** Consideration, Discussion and Vote to Approve Submission of 2021-2022 Transportation Waiver for the Head Start Program
  - O.** Consideration, Discussion and Vote to Approve Signing of Proclamation Recognizing June as National Homeownership Month
  - P.** Board Training: LDCAA Board Self-Assessment (O.S. 5.7)
  - Q.** Office of Head Start Focus Area 1 Monitoring Review Report (O.S. 5.9)
  - R.** Board Training/Programmatic Report: Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Training on HS/EHS/EHS-CC Eligibility (O.S. 5.7 & 5.9)
  - S.** National Community Action Month Report (O.S. 5.9)
  - T.** National NeighborWorks Week Update (O.S. 5.9)
  - U.** Policy Council Report (O.S. 2.1, 5.7 & 5.9)
  - V.** Recognition of June 2021 LDCAA Employee of the Month:  
Branden Billy, Data and Public Relations Specialist – Victim and Youth Programs
  - W.** Recognition of Service Award:  
*Five Years:* Sara Moore, ERSEA Specialist – Head Start/EHS/EHS-Child Care Programs
  - X.** 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 (O.S. 5.7 & 5.9)
  - Y.** 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*)
  - Z.** Consideration, Discussion and Vote to Adjourn

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