

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, October 11, 2022 · 10:00 a.m.
Head Start Administration Office · 1005 S. 5th 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.** Consideration, Discussion, and Vote to Select Williams Drilling Company as a Private Sector Entity on the LIFT CAA Board of Directors (*Pursuant to LIFT CAA Amended and Restated By-Laws, Article IV, Section 4; Article V, Section 8*)
- D.** Consideration, Discussion, and Vote to Accept Debbie Williams as Appointed Representative for Williams Drilling Company, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2023*)
- E.** Appointment of Mentor for New Board Member (*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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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 September 2022 Regular Meeting Minutes (O.S. 5.5)
- H.** Consideration, Discussion, and Vote to Approve August 2022 Financial Reports; Distribution of September 2022 Financials for November 2022 Consideration and Vote (O.S. 8.7)
- I.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$2,536,029.05**
 - 1. Rx for Oklahoma Application to KI BOIS Community Action Foundation, Inc. - **\$744.58** (*Second Allocation - Total Funding \$11,262.34*)
 - 2. American Rescue Plan Act Child Care Stabilization Grant Applications (Cycle 6, Early Learning Centers) to the Oklahoma Department of Human Services - **\$60,000**
 - 3. ARP Child Care Stabilization Grant Applications (Cycle 6, Head Start/Early Head Start) to Oklahoma DHS - **\$294,000**
 - 4. Child Care Stabilization Grant Program Applications (Year 2, Early Learning Centers) to the Choctaw Nation of Oklahoma, Child Care Assistance Program - **\$108,000**
 - 5. Child and Adult Care Food Program Application (Head Start/Early Head Start) to the Oklahoma Department of Education - **\$626,691.33**
 - 6. CACFP Application (Early Learning Centers) to Oklahoma Dept. of Education - **\$198,588.40**
 - 7. CACFP Application to the Oklahoma Department of Education - **\$1,248,004.74** (*Program Operations – \$168,004.74; Daycare Home Meal Reimbursement – Up to \$1,080,000*)

- J.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$590,475.58**
1. Drug-Free Communities Support Program Grant Award (Continuation, Year 9) from the Centers for Disease Control and Prevention - **\$125,000** (*Match Waiver Total: \$187,500*)
 2. SFY 2023 Community Action Agencies State Appropriated Funds Award from the Oklahoma Department of Commerce/Community Development - **\$11,055**
 3. PY 2022 Department of Energy Weatherization Assistance Program Grant Award (Round 2) from ODOC - **\$234,499** (*Total Awarded: \$274,882*)
 4. Rx for Oklahoma Award (Second Allocation) from KI BOIS Community Action Foundation, Inc. - **\$744.58** (*Total Awarded: \$11,262.34*)
 5. SFY 2023 CAA State Appropriated Head Start Funds Award from ODOC - **\$84,396**
 6. 2022 Victims of Crime Act Grant Award (Court Appointed Special Advocates) from the Oklahoma District Attorneys Council - **\$59,781**
 7. 2022 VOCA Grant Award (Victim Advocacy Services) from Oklahoma DAC - **\$75,000**
- K.** 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, LIFT CAA Executive Director (*O.S. 7.4*)
 2. Employment Contract Renewal and Compensation of Rebecca Reynolds as Executive Director of LIFT CAA (*O.S. 7.5*)
- L.** Consideration, Discussion, and Vote to Adjourn Out of Executive Session and the Regular Board Meeting Be Reconvened
- M.** Consideration, Discussion, and Vote to Approve the Performance Evaluation of Rebecca Reynolds, LIFT CAA Executive Director (*O.S. 7.4*)
- N.** Consideration, Discussion, and Vote to Approve the Renewal of Contract, Employment, and Compensation of Rebecca Reynolds as LIFT CAA Executive Director (*O.S. 7.5*)
- O.** Consideration, Discussion, and Vote to Approve Filing of LIFT CAA 2021 Form 990 and Oklahoma Tax Return (*O.S. 8.6*)
- P.** Consideration, Discussion, and Vote to Approve Submission of FY 2022 Budget Revision Amendment – Non-Federal Share Waiver for the Head Start/Early Head Start Programs
- Q.** Consideration, Discussion, and Vote to Approve the LIFT CAA Board of Directors Regular Meeting Dates for 2023 (*O.S. 5.5*)
- R.** Board Training/Programmatic Report: Update on ROMA Process, 2022 Community Action Plan with Logic Models/Results & 2020-23 Strategic Plan: Agency Program/Performance Evaluation, Success of Specific Strategies, Progress on Meeting Goals (*O.S. 4.2, 4.3, 4.4, 5.7, 5.9 & 6.5*)
- S.** Review and Discussion of Agency Mission Statement, Vision, and Values
- T.** Consideration, Discussion, and Vote to Accept Agency Mission Statement
- U.** Consideration, Discussion, and Vote to Approve Head Start/EHS/EHS-Child Care Policy Council Operating Procedures and Conflict Resolution/Impasse Policy

- V. Appoint Transportation Advisory Council Member
- W. 2022 Customer Satisfaction Report: 3rd Quarter (July – September) Results (O.S. 1.3, 6.4)
- X. Policy Council Report (O.S. 2.1, 5.7 & 5.9)
- Y. Recognition of October 2022 Employee of the Month:
Kelly Thomas, Program Director – Early Learning Centers
- Z. Recognition of Service Award:
Five Years: Macy Self, Associate Director – Administration
- AA. Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; HS/EHS Meals/Snack Report; HS/EHS/EHS-CC Enrollment/Attendance Report; HS/EHS/EHS-CC Data Analysis Report; Domestic Violence Awareness Month Information (O.S. 5.7, 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, Oklahoma Statute Title 25 § 311*)
- CC. Consideration, Discussion, and Vote to Adjourn

Posted: _____ Date: _____ Time: _____