

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, December 13, 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 Accept Jim Bob Sullivan as Appointed Representative for the Choctaw County Board of Commissioners, a Public Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2024*)
- D.** Appointment of Mentor for New Board Member (*Organizational Standard 5.7*)
- E.** Recognition of Kevin Cory as Elected Representative for the Choctaw County Emergency Food and Shelter Board, a Low-Income Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- F.** Recognition of Patsy Guess as Elected Representative for the Head Start/Early Head Start/EHS-Child Care Policy Council, a Low-Income Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- G.** Recognition of David Hawkins as Elected Representative for Idabel Nutrition Center, a Low-Income Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- H.** Consideration, Discussion, and Vote to Accept Brad Burgett as Appointed Representative for the Pushmataha County Board of Commissioners, a Public Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- I.** Consideration, Discussion, and Vote to Accept Brent Franks as Appointed Representative for the Pushmataha County Ministerial Alliance, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- J.** Consideration, Discussion, and Vote to Accept Jia Johnson as Appointed Representative for the Idabel Chamber of Commerce and Agriculture, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- K.** Consideration, Discussion, and Vote to Accept David Smith as Appointed Representative for the City of Antlers, a Public Entity on LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- L.** Consideration, Discussion, and Vote to Accept Kelli Stacy as Appointed Representative for the Hugo Area Chamber of Commerce, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- M.** Consideration, Discussion, and Vote to Accept Craig Young as Appointed Representative for the City of Idabel, a Public Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)

N. Finance/Audit/Loan Committee Report

Consent Docket - The following items of business indicated by brackets (O and P, Q, R) 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.

- O. Consideration, Discussion, and Vote to Approve November 2022 Regular Meeting Minutes (O.S. 5.5)
- P. Consideration, Discussion, and Vote to Approve October 2022 Financial Reports; Distribution of November 2022 Financials for January 2023 Consideration and Vote (O.S. 8.7)
- Q. Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$2,210,040.42**
 - 1. FY 2023 Healthy Start Initiative: Eliminating Disparities in Perinatal Health Grant Application (Continuation, Year 10) to the Health Resources and Services Administration - **\$1,144,121**
 - 2. FY 2023 Round 1 Expendable Grant Application to NeighborWorks® America - **\$150,000**
 - 3. FY 2023 Round 1 Capital Grant Application to NeighborWorks® America - **\$75,000**
 - 4. PY 2023 Pathway Forward Weatherization Application to the Oklahoma Department of Commerce - **\$365,919.42** (Department of Human Services: \$143,007, Department of Energy: \$222,912.42)
 - 5. Community Services Block Grant Discretionary Program Application (Accounting/Human Resources Software) to ODOC - **\$50,000**
 - 6. CSBG Discretionary Program Application (Emergency Assistance/Disaster Relief) to ODOC - **\$50,000**
 - 7. American Rescue Plan Act for Nonprofits Relief Program Application to ODOC - **\$75,000**
 - 8. Rural Communities Opioid Response Program – Overdose Response Grant Application to the Health Resources and Services Administration - **\$300,000**
- R. Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$3,417,888.74**
 - 1. FY 2023 Base Grant Award from the Oklahoma Court Appointed Special Advocates Association - **\$19,000**
 - 2. Child and Adult Care Food Program Award from the Oklahoma Department of Education - **\$1,239,628.74** (Program Operations – \$159,628.74; Daycare Home Meal Reimbursement – Up to \$1,080,000)
 - 3. FY 2022 CSBG Award (Fourth Allocation) from ODOC - **\$2,243** (Award Total: \$232,433.74)
 - 4. Round Up Change Program Donation (CASA) from Kwik Chek/McCraw Oil Company Incorporated - **\$3,500**
 - 5. FY 2023 Head Start/Early Head Start Program Grant Award (Continuation) from the Administration for Children and Families, Office of Head Start - **\$2,075,517**
 - 6. Quality Rating and Improvement System STARS Award (Early Learning Centers) from the Oklahoma Department of Human Services – **\$15,000**
 - 7. ARPA Child Care Stabilization Grant Awards (Cycle 6, Early Learning Centers) from Oklahoma DHS - **\$63,000**
- S. Consideration, Discussion, and Vote to Approve 2023 Agency-Wide Budget (O.S. 8.9)
- T. Consideration, Discussion, and Vote to Approve 2023-2025 Strategic Plan (O.S. 4.3, 6.1-6.4)
- U. Board Training: Eligibility, Recruitment, Selection, Enrollment, and Attendance (O.S. 5.7)

- V.** Board Training (O.S. 5.7):
- Open Meeting Act
 - Open Records Act
 - Role/Recording of the Board Minutes
- W.** Board Training/Programmatic Report: Head Start/EHS/EHS-Child Care School Readiness/Child Outcomes Results for Fall 2022-2023 (O.S. 5.7, 5.9)
- X.** Transportation Advisory Council Report (O.S. 5.9)
- Y.** 2022 Board Giving Report (O.S. 5.7)
- Z.** Policy Council Report (O.S. 2.1, 5.7 & 5.9)
- AA.** Recognition of December 2022 Employee of the Month:
Adina Hill, Bookkeeper – Administration
- BB.** Recognition of 2022 Employee of the Year:
Adina Hill, Bookkeeper – Administration
- CC.** Recognition of Service Award:
Five Years: Christina Merritt, Assistant Disabilities and Mental Health/Family and Community Engagement Specialist – Head Start/EHS/EHS-Child Care Programs
- DD.** 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 (O.S. 5.7, 5.9)
- EE.** 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*)
- FF.** Consideration, Discussion, and Vote to Adjourn

Posted: _____ Date: _____ Time: _____