

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, March 12, 2024 · 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.** 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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 February 2024 Regular Meeting Minutes (Organizational Standard 5.5)
- E.** Consideration, Discussion, and Vote to Approve January 2024 Financial Reports; Distribution of February 2024 Financials for April 2024 Consideration and Vote (OS 8.7)
- F.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$1,684,586**
 - 1. Housing Stability Program Application to Oklahoma Housing Finance Agency - **\$1,174,110**
 - 2. FY 2025 Section 5311 – Formula Grants for Rural Areas Program Application to Oklahoma Department of Transportation and Signing of the Authorizing Resolution - **\$452,200**
 - 3. SFY 2025 Older Americans Act Title III KEDDO Area Agency on Aging Grant Application to Kiamichi Economic Development District of Oklahoma - **\$57,276**
 - 4. FY 2024 NeighborWorks Week Grant Application to NeighborWorks® America - **\$1,000**
- G.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$307,578**
 - 1. FY 2023/2024 Improvement Grants Award from Choctaw Nation of Oklahoma, Child Care Assistance Program - **\$8,800**
 - 2. Healthy Start Cuff Kit Pilot Project Award (2023 Extension) from National Institute for Children’s Health Quality/Preeclampsia Foundation - **\$2,500**
 - 3. Mentoring+ Project Subgrant Award from Youth Collaboratory - **\$100,000**
 - 4. FY 2024 Retired and Senior Volunteer Program Grant Award (Continuation, Year 3) from AmeriCorps - **\$64,299**
 - 5. FY 2024 Community Services Block Grant Award (1st & 2nd Allocations) from Oklahoma Department of Commerce/Community Development - **\$81,979**
 - 6. HOME Investment Partnerships Program Grant Award (Community Housing Development Organization Operating) from OHFA - **\$50,000**
- H.** Consideration, Discussion, and Vote to Approve Submission of FY 2024 Early Head Start-Child Care Partnership Grant Application (New/Baseline) and Non-Federal Share Waiver Request to Office of Head Start

- I. Consideration, Discussion, and Vote to Approve Revised LIFT CAA Board of Directors Regular Meeting Dates for 2024
- J. Consideration, Discussion, and Vote to Approve Revised LIFT Transit Vehicle Maintenance and Drug and Alcohol Policies
- K. Consideration, Discussion, and Vote to Approve Signing of Proclamation Recognizing April as Fair Housing Month
- L. Consideration, Discussion, and Vote to Enter into Executive Session to Review/Discuss the Following Item (*Oklahoma Statute Title 25 § 307(B)(1)*):
 - Mid-Year Performance Evaluation of Rebecca (Reynolds) Porter, Executive Director
- M. Consideration, Discussion, and Vote to Adjourn Out of Executive Session and the Regular Board Meeting Be Reconvened
- N. Board Training (*OS 5.7*):
 - Board Recruitment and Retention
 - Low-Income Participation – Board Activities and Members
- O. Transportation Advisory Council Report (*OS 5.9*)
- P. Board Giving Report (*OS 5.7*)
- Q. Policy Council Report (*OS 2.1 & 5.9*)
- R. Recognition of March 2024 Employee of the Month:
Sarah Wallace, Family Advocate – EHS-Child Care Program
- S. Recognition of Service Awards
 - Five Years:* Raegan Baker, Care Coordinator – Healthy Start Program
 - Ten Years:* Ashley Gaddy, Outreach Specialist – Head Start/EHS/EHS-Child Care Programs
 - Fifteen Years:* Jordan Mack, Assistant Director – Head Start/EHS/EHS-Child Care Programs
 - Thirty Years:* Rebecca Porter, Executive Director – Administration
- T. Other Reports/Announcements/Correspondence: HS/EHS/EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); Second Chance Reentry Program Post-Monitoring Letter; Sexual Assault Awareness and Prevention Month; Child Abuse Prevention Month (*OS 5.9*)
- U. 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*)
- V. Consideration, Discussion, and Vote to Adjourn

Posted: _____ Date: _____ Time: _____