

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, May 14, 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.** Consideration, Discussion, and Vote to Accept Colby Bryant as Appointed Representative for Hugo Rotary Club, a Private 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.** Finance/Audit/Loan Committee Report

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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*

- F.** Consideration, Discussion, and Vote to Approve March 2024 Regular Meeting Minutes (OS 5.5)
- G.** Consideration, Discussion, and Vote to Approve February 2024 and March 2024 Financial Reports; Distribution of April 2024 Financials for June 2024 Consideration and Vote (OS 8.7)
- H.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$4,617,019**
 - 1. Fathers Forward Initiative Bid (Choctaw County) to Oklahoma Department of Human Services - **\$900,000**
 - 2. Fathers Forward Initiative Bid (McCurtain County to Oklahoma DHS - **\$900,000**
 - 3. Fathers Forward Initiative Bid (Pushmataha County) to Oklahoma DHS - **\$900,000**
 - 4. Know and Grow Oklahoma: Building Resilient Children, Families & Communities – Family Resource Center Grant Application to Potts Family Foundation - **\$263,497**
 - 5. FY 2024 Community Services Block Grant Application (3rd Allocation) to Oklahoma Department of Commerce/Community Development - **\$37,275**
 - 6. Week of the Young Child Grant Applications (Early Learning Centers) to Choctaw Nation of Oklahoma, Child Care Assistance Program - **\$2,000**
 - 7. 2024 Grant Application (Innovation and Pilot Project Funding) to Potts Family Foundation - **\$34,247**
 - 8. FY 2024 Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program Grant Application to Office on Violence Against Women - **\$815,000**
 - 9. FY 2024 Second Chance Act Community-Based Reentry Program Grant Application to Bureau of Justice Assistance - **\$750,000**
 - 10. Signature Cause Grant Application (Retired and Senior Volunteer Program) to International Paper Foundation - **\$15,000**

- I. Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$5,715,940.07**
 - 1. RSVP Donation from Pushmataha County Historical Society - **\$500**
 - 2. Court Appointed Special Advocates Donation from Pushmataha Co. Historical Society - **\$500**
 - 3. Healthy Start Initiative: Eliminating Disparities in Perinatal Health Grant Award (Extension) from Health Resources and Services Administration - **\$95,343**
 - 4. Child Care Stabilization Grant Program Awards (Year 3/Quarter 3, Early Learning Centers) from Choctaw Nation of Oklahoma - **\$32,000**
 - 5. FY 2024 CSBG Award (3rd Allocation) from ODOC - **\$37,275** (*Total Awarded: \$119,254*)
 - 6. 2024 Community Grants Program Award from Carolyn Watson Rural Oklahoma Community Foundation - **\$5,000**
 - 7. HOME Investment Partnerships Program Grant Award (Rental New Construction) from Oklahoma Housing Finance Agency - **\$750,000**
 - 8. FY 2024 Head Start/Early Head Start Program Grant Award (New/Baseline, Balance of Funds) from Administration for Children and Families - **\$2,254,969** (*Total Awarded: \$4,509,940*)
 - 9. FY 2024 Healthy Start Initiative: Eliminating Disparities in Perinatal Health Grant Award (Year 11) from HRSA - **\$ 1,008,333**
 - 10. Technical and Management Assistance Contract Award – Region 2 (Option Year 1) from U.S. Department of Agriculture, Rural Development - **\$1,531,020.07**
 - 11. NeighborWorks Week Grant Award from NeighborWorks® America - **\$1,000**
- J. Consideration, Discussion, and Vote to Approve Submission of FY 2023 Disability Waiver Request for the Early Head Start-Child Care Partnership Program to the Office of Head Start
- K. Consideration, Discussion, and Vote to Approve Submission of Change in Scope – Enrollment Reduction Amendment Application for the EHS-Child Care Program to the Office of Head Start
- L. Consideration, Discussion, and Vote to Approve Submission of LIFT CAA 403(b) Retirement Plan Form 5500 (*Plan Year 2022, Period: 8/1/2022–7/31/2023*)
- M. Consideration, Discussion, and Vote to Re-Adopt a Resolution to Establish a Formal Process for Low-Income Beneficiaries to Advise LIFT CAA as a Community Housing Development Organization in All Decisions Regarding the Design, Siting, Development, and Management of HOME-Assisted Affordable Housing Projects
- N. Consideration, Discussion, and Vote to Approve or Disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2024-25 (*This Resolution authorizes filing of the Form 471 applications for funding year 2024-25 and the payment of the applicant's share upon approval of funding and receipt of services.*)
- O. Consideration, Discussion, and Vote to Approve EHS-Child Care Program 2024-2025 Training and Technical Assistance Plan
- P. Consideration, Discussion, and Vote to Approve Signing of Proclamation Recognizing May 2024 as Community Action Month
- Q. Consideration, Discussion, and Vote to Approve Signing of Proclamation Recognizing June 1-8, 2024 as NeighborWorks Week
- R. Consideration, Discussion, and Vote to Approve HS/EHS/EHS-CC 2023-2028 Strategic Plan

- S.** 2023-2024 Self-Assessment Process Overview for HS/EHS/EHS-CC Programs (OS 5.7 & 5.9)
- T.** HS/EHS/EHS-CC Program Updates: Cost-of-Living Adjustments, Change in Scope Request
- U.** Board Training: Results-Oriented Management and Accountability (ROMA) Training (OS 5.7)
- V.** Board Training (OS 5.7):
- LIFT CAA History, Mission, Vision, and Values
 - History and Future of Community Action/Anti-Poverty Work
 - Statutory and Regulatory Requirements
 - CAA Contractor Implementation Manual – Req. 113 & Updates
- W.** Board Giving Report (OS 5.7)
- X.** Board Training/Programmatic Report: HS/EHS/EHS-CC Child Outcomes/Assessment Results for Fall/Winter 2023-2024 (OS 5.7 & 5.9)
- Y.** Board Training/Programmatic Report: Quarterly Housing Production as Reported to NeighborWorks® America (OS 5.7 & 5.9)
- Z.** Policy Council Report (OS 2.1 & 5.9)
- AA.** Recognition of April 2024 Employee of the Month:
Johnny Driggers, Energy Auditor – Weatherization Program
- BB.** Recognition of May 2024 Employee of the Month:
Alex Wallis, Administrative Support – Work Ready Idabel
- CC.** Other Reports/Announcements/Correspondence: HS/EHS/EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); ODOC Comprehensive Monitoring Notice; Opioid Affected Youth Initiative Site Visit Report; LIFT Community Corral Event (OS 5.9)
- DD.** 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*)
- EE.** Consideration, Discussion, and Vote to Adjourn

Posted: _____ Date: _____ Time: _____