LIFT COMMUNITY ACTION AGENCY, INC.
209 NORTH 4TH STREET
HUGO, OKLAHOMA 74743

MINUTES
BOARD OF DIRECTORS MEETING
September 12, 2023
Head Start Administration Office - Hugo, Oklahoma

The Board of Directors of LIFT Community Action Agency, Inc. met in a regular meeting session on Tuesday, September 12, 2023 at 10:10 a.m. The meeting was held at LIFT CAA's Head Start Administration Office, located at 1005 S. 5th Street in Hugo, Oklahoma. The notice of time, place, and an agenda for the meeting were posted 24 hours prior within prominent view at the main office (209 N. 4th St., Hugo, Oklahoma) and the meeting site (1005 S. 5th St., Hugo, Oklahoma) as well as online at https://liftca.org/board/.

The meeting was called to order by Chairman David Hawkins.

The Invocation was given by Board Member Brent Franks.

Roll Call was taken and a quorum was established (19 Board Members present, 7 absent). The following Board Members were present at the meeting site: Tiffany Brockway, Brad Burgett, Danny Cornish, Kevin Cory, Brent Franks, David Hawkins, Andrea Henkel, Jordan Hill, Sharon Johnson, Vickie Leathers, Kara Maness, Leah Savage, David Smith, William Smith, Consuelo Splawn, Jim Bob Sullivan, Vicky Wade, Debra Williams, and Craig Young. The following members were absent: Tami Barnes, Tina Foshee-Thomas, Patsy Guess, Jia Johnson, Trina Low, Sandra Meeks, and Wade Scott. LIFT CAA employees and visitors present at the meeting site were: Michelle Pulliam, Kinsey Cox, Rhonda Teague, Darla Galyon, Dawn McDaniel, Kathy James, W.F. Grammar, Sheree Ensley, Mattie McKee, Amber Duncan, Macy Self, Ernest McCarty, Rebecca (Reynolds) Porter, Stella Dennis, Jeannie McMillin, Darlene Wood, Ken McDaniel, Gary Teague Jr., Paige Smith, and Ayla Osmer.

In order to be in compliance with the Open Meeting Act (Title 25, Oklahoma Statutes §§ 301-314), the vote of each member was publicly cast and recorded. The agenda contained Consent Docket items of business and the rules that pertain to voting on the items.

David Hawkins, Chairman, requested the Board's consideration, discussion, and vote to accept Tiffany Brockway 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). A motion was made by Kevin Cory and seconded by William Smith to accept Tiffany Brockway as the appointed representative for the Hugo Area Chamber of Commerce, a Private Entity on the LIFT CAA Board of Directors. The roll call vote was as follows: Yes 17; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item C).

David Hawkins, Chairman, requested the Board's consideration, discussion, and vote to accept Trina Low as appointed representative for the Pushmataha County Chamber of Commerce, a Private Entity on the LIFT CAA Board of Directors (entity to expire 12/31/2023). A motion was made by Brad Burgett and seconded by Jim Bob Sullivan to accept Trina Low as appointed representative for the Pushmataha County Chamber of Commerce, a Private Entity on the LIFT CAA Board of Directors. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item D).

Board Member Kevin Cory was appointed to serve as Board Mentor for new Board Member Tiffany Brockway, and Board Member Brent Franks was appointed to serve as Board Mentor for new Board Member Trina Low (Organizational Standard 5.7).

Sheree Ensley, Fiscal Officer, provided the Board with the Finance/Audit/Loan Committee Report. The Committee met on September 12, 2023 at 9:12 a.m. The Committee received a status report on all active loans; there were no new loan applications to present. The Committee voted to recommend full Board approval of the agency's Financial Reports for July 2023. The Committee was presented with the August 2023 Financial Reports and Meeting Minutes. The Committee also received an update on properties.

CONSENT DOCKET ITEMS

CONSIDER APPROVAL OF MEETING MINUTES/FINANCIAL REPORTS

David Hawkins, Chairman, requested the Board's consideration, discussion, and vote to approve the August 2023 Regular Meeting Minutes and the July 2023 Financial Reports; the August 2023 Financials were distributed for consideration and vote at the October 2023 Board Meeting (Organizational Standards 5.5 and 8.7). A motion was made by Kara Maness and seconded by David Smith to approve the August 2023 Regular Meeting Minutes and the July 2023 Financial Reports. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Items G & H).

CONSIDER SUBMISSION OF RESOLUTIONS/GRANT APPLICATIONS

1. Outdoor Learning Environments Application to Oklahoma Partnership for School Readiness; if awarded, this grant project would provide outdoor play equipment and resources for the Early Learning Centers designed to foster learning in the great outdoors.
2. SFY 2024 Community Action Agencies State Appropriated Funds Application to Oklahoma Department of Commerce in the amount of $11,055; if awarded, this one-time allocation will be used to provide partial operational support for the LIFT CAA Housing Director (salary, fringe benefits, indirect costs). The Housing Director oversees numerous programs under the agency's housing umbrella that provides services and supports to low-income individuals and families.
3. SFY 2024 CAA State Appropriated Funds for Head Start Application to ODOC in the amount of $83,602; if awarded, these funds will be used to offset Head Start/Early Head Start Teacher salaries and fringe benefits, and support a portion of the salaries/fringe benefits for Family Advocates who work with the programs.
4. Rx for Oklahoma Application to KI BOIS Community Action Foundation, Inc. in the amount of $11,262.34; if awarded, these funds will be used to assist eligible individuals in accessing medication cost assistance programs provided by pharmaceutical companies.

5. 2023 Hometown Grant Application to T-Mobile in the amount of $50,000; if awarded, these funds will be used to support agency program operations and/or community projects.
6. Child and Adult Care Food Program Application (Head Start/Early Head Start) to Oklahoma Department of Education in the amount of $626,691.33; if awarded, funding will be used to provide children enrolled in the agency's Head Start or Early Head Start Programs with adequate nutritional meals appropriate to their age group. Meals include breakfast, snack and lunch. Funding will also support food-related supplies and salaries for the Cooks.
7. CACFP Application (Early Learning Centers) to Oklahoma Department of Education in the amount of $198,588.40; if awarded, funding will be used to provide breakfast, lunch and snacks to students of the Early Learning Centers in Antlers, Broken Bow, Hugo, and Idabel. Centers may be reimbursed for three meal services (two meals and one snack or two snacks and one meal) per student per day.
8. CACFP Application to Oklahoma Department of Education in the amount of $1,248,004.74; if awarded, 168,004.74 will be used for program operations to include travel, provision of training and technical assistance and compliance/monitoring visits of daycare home providers. In addition, up to $1,080,000 will be used for food reimbursement claims filed by the participating home daycare providers.
9. FY 2023 Community Services Block Grant Application (3rd Allocation) to ODOC in the amount of $2,286; if awarded, these funds will be used for the purpose of revitalizing communities and the creation of opportunities for economic prosperity among low-income individuals and families.

After discussion and Board Member input with regards to the applications presented, a motion was made by Brad Burgett and seconded by Andrea Henkel to approve the submission of resolutions and/or grant applications in the amount of $2,231,489.81 presented as listed on the Consent Docket. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item I).

CONSIDER ACCEPTANCE OF GRANTS/CONTRACTS/AWARDS

1. Drug-Free Communities Support Program Grant Award (Continuation, Year 10) from Centers for Disease Control and Prevention in the amount of $125,000; this funding will be used to support the Choctaw County Drug-Free Communities Program during the fifth year of the five-year continuation grant period. During the grant year, staff will work closely with the Choctaw County Coalition, community, and local agencies to prevent and reduce substance use/abuse among youth in Choctaw County.
2. Oklahoma Early Childhood Program Grant Award (Year 18) from Community Action Project of Tulsa County in the amount of $181,239.68 (with $90,812.94 Match); a total of $272,052.62 in funding (grant award plus match) would be used to support personnel costs within Early Head Start and the Early Learning Centers, as well as other associated operating costs. The Oklahoma Early Childhood Program grant is a supplemental funding source used to enhance the quality of LIFT CAA's Early Head Start and Early Head Start-Child Care Programs. This grant provides the agency's birth to age three programs the ability to raise the quality of existing classrooms in various aspects. The funding provides the resources needed to supplement staff salaries, heighten training opportunities that would otherwise be unobtainable, and raise classroom monitoring standards.

3. Technical and Management Assistance Contract Award – Region 2 (Base Year) from U.S. Department of Agriculture, Rural Development in the amount of $863,888.04; these funds will be used to provide technical and management assistance services to Self-Help Housing Grantees within Region 2 (South Central), comprised of the following 11 states: Arkansas, Kansas, Louisiana, Missouri, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, and Wyoming. With this funding, LIFT CAA will furnish all labor, management, supervision, quality control, facilities, equipment, materials, and services needed to perform the requirements of the contract during the initial seven-month Base Year (September 1, 2023 – March 31, 2024).
4. SFY 2024 CAA State Appropriated Funds Award from ODOC in the amount of $11,055; this allocation will be used to provide partial operational support for the LIFT CAA Housing Director (salary, fringe benefits, indirect costs). The Housing Director oversees numerous programs under the agency's housing umbrella that provides services and supports to low-income individuals and families.
5. Mentoring+ Project Subgrant Award (2019 Extension Increase) from Youth Collaboratory in the amount of $7,000; this funding extension subgrant will be used for the provision of mentoring program services and to support grant close-out activities during the amended period of January 1, 2023 to September 30, 2023. (Total Awarded: $49,000)
6. Rural Communities Opioid Response Program – Overdose Response Grant Award from Health Resources and Services Administration in the amount of $300,000; this one-year grant will fall under the direction of the agency's Tri-County Opioid Response Project, and will work to improve access to, capacity for, and sustainability of prevention, treatment, and recovery services for Substance Use Disorder in Choctaw, McCurtain, and Pushmataha Counties.
7. Rx for Oklahoma Award from KI BOIS Community Action Foundation, Inc. in the amount of $11,262.34; these funds will be used to assist eligible individuals in accessing medication cost assistance programs provided by pharmaceutical companies.
8. FY 2024 Enhancing Victim Services Contract Award from Oklahoma Office of Attorney General in the amount of $93,750; these funds will be used by LIFT's victim services programming for the purpose of supporting the establishment, maintenance, and expansion of programs to prevent incidents of family violence, domestic violence, and dating violence. Funding will also be used to provide immediate shelter, supportive services, and access to community-based programs for victims of family violence, domestic or dating violence, sexual assault, or stalking, and their dependents, as well as to provide specialized services for children exposed to such crimes, underserved populations, and victims who are members of racial and ethnic minority populations.
9. FY 2023 Network Supplemental Grant Award from NeighborWorks® America in the amount of $10,000; these funds will support the costs associated with organizational capacity building activities and equity training.
10. WorkReady Oklahoma Employment Center Contract Award from Oklahoma Department of Human Services in the amount of $1,494,089; these funds will be used to create a WRO (WorkReady Oklahoma) Employment Training Center in Idabel, Oklahoma. The program would create five new positions and would serve more than 700 individuals over the course of five years. Services would involve training, coaching, and supportive services aimed at preparing individuals for employment. The total five-year contract award will total $7,102,664.

11. American Rescue Plan Act Child Care Stabilization Grant Awards (Cycle 9, Head Start/Early Head Start) from OKDHS in the amount of $681,000; these funds for Cycle 9 will provide key operating support to maintain child care services within the agency's Head Start and Early Head Start Programs.
12. ARPA Child Care Stabilization Grant Awards (Cycle 9, ELC) from OKDHS in the amount of $140,500; these funds for Cycle 9 will provide key operating support to maintain child care services within the Early Learning Centers.

A motion was made by David Smith and seconded by Brad Burgett to approve acceptance of grants, contracts, and awards in the amount of $3,918,784.06 as presented and listed on the Consent Docket. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item J).

Dawn McDaniel, Human Resources Director, requested the Board's consideration, discussion, and vote to approve changes to Personnel Policy No. 900: Travel, contained within the LIFT CAA Personnel Policy Manual. McDaniel explained that recent revisions to the Personnel Policy Manual were approved at the August 2023 Board Meeting. However, there is certain language required by the Oklahoma Department of Commerce that must be included within the Travel Policy. This language clarifies that the agency will follow the U.S. General Services Administration's Federal Travel Regulations, except in cases where funding source requirements are more restrictive. Once approved, agency staff will be notified of the change to the policy via email announcement. Agency staff will receive a copy of the revised policy by email, and the revised Personnel Policy Manual will be available through the online Employee Portal. Each employee will sign an acknowledgement of receipt of the revised Personnel Policy Manual, which notes the change to Policy No. 900. A motion was made by Brent Franks and seconded by Debra Williams to approve the changes to Personnel Policy No. 900: Travel. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item K).

Sheree Ensley, Fiscal Officer, requested the Board's consideration, discussion, and vote to approve submission of Employee Benefit Plan Form 5500 (Plan Year 2022, Period: 4/1/2022–3/31/2023). Ensley explained that the Form 5500 is a required annual filing by the Internal Revenue Service and the Department of Labor to determine whether employee benefit plans are operated and managed according to government standards. A motion was made by William Smith and seconded by Kara Maness to approve submission of Employee Benefit Plan Form 5500 for Plan Year 2022. The roll call vote was: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item L).

Darla Galyon, Head Start/Early Head Start/EHS-Child Care Director, requested the Board's consideration, discussion, and vote to approve updates to the 2018–2023 Head Start/Early Head Start/EHS-Child Care Strategic Plan. The Strategic Plan was developed to help guide the Head Start/Early Head Start/EHS-Child Care Programs during the five-year grant cycles. Each year, the plan is reviewed and updates are made as needed and to track progress made. The Strategic Plan has an outcomes-based focus to facilitate continuous improvement and monitoring of progress within the programs. Galyon explained that the Plan was updated in August 2023 to track progress towards meeting the Objectives and Outcomes. Galyon then described the Goals set for the programs and reasoning behind each, along with the associated Objectives, anticipated

Outcomes, and progress made with both during Year 5. A motion was made by Brad Burgett and seconded by Jordan Hill to approve updates to the 2018–2023 Head Start/Early Head Start/EHS-Child Care Strategic Plan. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item M).

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, requested the Board's consideration, discussion, and vote to approve the 2023-2024 Head Start/Early Head Start Training and Technical Assistance Plan. The provision of technical assistance and training for the Head Start/Early Head Start Programs serves to improve program quality. Head Start/Early Head Start staff receive a combination of Pre-service and In-service training as well as various other training opportunities. Trainings provided are based on staff needs, self-assessment, new best practices, training needs assessment, individual professional development plans, and Head Start Performance Standards. In addition to program staff, the Training and Technical Assistance Plan also includes development opportunities for the Policy Council and Board of Directors. The proposed plan outlines how the $59,260 (Head Start: $39,956 EHS: $19,304) allocated for training and technical assistance will be expended during the 2023-2024 program year. A motion was made by Brent Franks and seconded by William Smith to approve the 2023-2024 Head Start/Early Head Start Training and Technical Assistance Plan. The roll call vote was: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item N).

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, requested the Board's consideration, discussion, and vote to approve Darla Galyon (Head Start/EHS/EHS-Child Care Director) and Mattie Ferguson (Head Start/EHS/EHS-Child Care Assistant Director) as the E-Rate Purchasing Agents for the 2023-2024 School Year. With funding from the Universal Service Fund, E-Rate provides discounts for telecommunications, Internet access, and internal connections to eligible schools and libraries. This is an annual request to have the necessary staffing in place to oversee the process and perform necessary administration duties for the 2023-2024 school year. Additionally, the Agenda incorrectly listed "Mattie Ferguson" as one of the proposed E-Rate Purchasing Agents instead of "Mattie McKee". A motion was made by Jordan Hill and seconded by Debra Williams to approve Darla Galyon (Head Start/EHS/EHS-Child Care Director) and Mattie (Ferguson) McKee (Head Start/EHS/EHS-Child Care Assistant Director) as the E-Rate Purchasing Agents for the 2023-2024 School Year. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item O).

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, provided a Board Training/Programmatic Report over program compliance with Children's Internet Protection Act (CIPA) Cyberbullying Awareness (Organizational Standards 5.7 and 5.9). CIPA was signed into law on December 21, 2000, and requires recipients of federal technology funds to comply with certain filtering and policy requirements. LIFT CAA will continue to utilize ProxEfence and DansGuardian as its filtering programs. These programs check for bad subjects, profanities, hate, and pornography then disallows if not suitable. LIFT CAA also uses Cyber Smart Lessons. LIFT CAA's Head Start/EHS/EHS-Child Care Programs' Internet Safety policies address the following as required by CIPA: (a) access by minors to inappropriate matter on the Internet and World Wide Web; (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minor; (e) measures designed to restrict minors' access to materials harmful to minors; and (f) educating minors about appropriate online behavior, including interacting with others on social networking websites and in chat rooms and cyberbullying awareness and response.

Rebecca (Reynolds) Porter, Executive Director, provided an update on the Board Self-Assessment (Organizational Standard 5.7). The agency is required to conduct the Board Member Self-Assessment every two years. Board Members essentially "rate" themselves in a series of questions related to the Board and its functioning. As the Self-Assessment was last conducted in 2021, it is time again to begin the process. The Self-Assessment will be distributed to the Board (via email) within the coming weeks for completion; there will be a 30-day window to complete the assessment. The findings of the Self-Assessment will then be reported to the Board. Based on the responses, the Board Training Committee will develop a plan to raise capacity in areas identified as needs by Board Members.

Sheree Ensley, Fiscal Officer, provided a Board Training over LIFT CAA Finances (Organizational Standard 5.7). The training covered the following topics: Community Services Block Grant Organizational Standards – Fiscal Management; Financial Oversight – Overall Agency Fiscal Status, Procedures, Practices, Transactions; and Interpreting Financial Statements.

Rebecca (Reynolds) Porter, Executive Director, provided a Board Training/Programmatic Report over Self-Help Housing Program Evaluation (Organizational Standards 5.7 and 5.9). David Hawkins, Chairman, then facilitated the review and completion of the Self-Help Housing Program Evaluation (as provided in Rural Development Instruction 1944-I, Exhibit E) by the Board of Directors.

Andrea Henkel, Board Member, provided the Board Giving Report (Organizational Standard 5.7). Currently, 15 of 26 Board Members have provided a monetary donation to the agency during 2023. Achieving 100% of giving by the Board is the goal as it is an eligibility requirement by many private funders and foundations. Any amount is appreciated and ensures the agency's ability to apply for funds where Board giving is a threshold requirement. Board Members can designate what program or activity the donation is to be used for, and employees of the agency can also make donations on behalf of Board Members. Since the funding entity typically looks at the year prior, by achieving 100% Board giving in 2023, the agency is eligible to apply for funding in 2024.

Jeannie McMillin, Transit Director, provided the Board with the Transportation Advisory Council Report (Organizational Standard 5.9). The Transportation Advisory Council was established during the April 2021 Board Meeting for the Transit Program with regards to funding received from the Kiamichi Economic Development District of Oklahoma's Area Agency on Aging Division. These KEDDO funds help to fill a gap in transportation services for older Americans (60 years of age or older) who do not qualify for Medicaid, Tribal, or other free transportation services. The Transportation Advisory Council regularly convenes each quarter, with a primary purpose to inform agency leadership of the transportation needs of older Americans within their communities, and will serve an essential function in helping to identify and address transportation barriers, challenges, and resources. During the ninth meeting, held on September

12, 2023 at 9:45 a.m., Advisory Council members were briefed on the service results so far. Members discussed potential candidates to fill the vacant Choctaw County seat on the Advisory Council, which will be appointed by the Chairman at the October 2023 Board of Directors Meeting. Advisory council members were also asked to report on any new or additional identified gaps in transportation needs in their communities; no such gaps were reported.

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, provided the Board with the Policy Council Report for the August 15, 2023 meeting (Organizational Standards 2.1 and 5.9).

Rebecca (Reynolds) Porter, Executive Director, recognized Ken McDaniel (Maintenance Technician, Head Start/EHS/EHS-Child Care Programs) and Gary Teague Jr. (Maintenance Technician, Head Start/EHS/EHS-Child Care Programs) as the September 2023 Employees of the Month.

Rebecca (Reynolds) Porter, Executive Director, recognized the following Service Award recipients: Five Years – Krislisa Priddy (Caregiver, Early Learning Centers), Darlene Wood (Human Resources Specialist, Administration); Fifteen Years – Ashley Read (Center Director, Early Learning Centers); and Twenty-Five Years – Karla Luginbill (Director, Retired and Senior Volunteer Program).

Other Reports/Announcements/Correspondence were presented as follows: HS/EHS/ EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); Weatherization Program Thank You Card; and AmeriCorps Seniors RSVP Recognition Events (Organizational Standard 5.9).

There being no other business to come before the Board, a motion was made by Brad Burgett and seconded by Jim Bob Sullivan to adjourn the regular meeting. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. Voting record is attached (Item AA).

The Regular Meeting adjourned at 11:13 a.m.

Brad Burgett

Brad Burgett, Secretary/Treasurer

CALL TO ORDER: 10:10am

				K. Cory, W. Smith			B. Burgett, J.B. Sullivan			K. Maness, D. Smith			B. Burgett, A. Henkel			D. Smith, B. Burgett		
	September 12, 2023	Present	Absent	C			D			G&H			I			J		
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Tami Barnes		✓															
2	Tiffany Brockway	✓					✓			✓			✓			✓		
3	Brad Burgett	✓		✓			✓			✓			✓			✓		
4	Danny Cornish	✓		✓			✓			✓			✓			✓		
5	Kevin Cory	✓		✓			✓			✓			✓			✓		
6	Tina Foshee-Thomas		✓															
7	Brent Franks	✓		✓			✓			✓			✓			✓		
8	Patsy Guess		✓															
9	Andrea Henkel	✓		✓			✓			✓			✓			✓		
10	Jordan Hill	✓		✓			✓			✓			✓			✓		
11	Jia Johnson		✓															
12	Sharon Johnson	✓		✓			✓			✓			✓			✓		
13	Vickie Leathers	✓		✓			✓			✓			✓			✓		
14	Trina Low		✓															
15	Kara Maness	✓		✓			✓			✓			✓			✓		
16	Sandra Meeks		✓															
17	Leah Savage	✓		✓			✓			✓			✓			✓		
18	Wade Scott		✓															
19	David Smith	✓		✓			✓			✓			✓			✓		
20	William Smith	✓		✓			✓			✓			✓			✓		
21	Consuelo Splawn	✓		✓			✓			✓			✓			✓		
22	Jim Bob Sullivan	✓		✓			✓			✓			✓			✓		
23	Vicky Wade	✓		✓			✓			✓			✓			✓		
24	Debra Williams	✓		✓			✓			✓			✓			✓		
25	Craig Young	✓		✓			✓			✓			✓			✓		
26	David Hawkins	✓																
27																		

	September 12, 2023	Present	Absent	K B. Franks / D. Williams			L W. Smith / K. Maness			M B. Burgett / J. Hill			N B. Franks / W. Smith			O J. Hill / D. Williams		
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Tami Barnes		✓															
2	Tiffany Brockway	✓		✓			✓			✓			✓			✓		
3	Brad Burgett	✓		✓			✓			✓			✓			✓		
4	Danny Cornish	✓		✓			✓			✓			✓			✓		
5	Kevin Cory	✓		✓			✓			✓			✓			✓		
6	Tina Foshee-Thomas		✓															
7	Brent Franks	✓		✓			✓			✓			✓			✓		
8	Patsy Guess		✓															
9	Andrea Henkel	✓		✓			✓			✓			✓			✓		
10	Jordan Hill	✓		✓			✓			✓			✓			✓		
11	Jia Johnson		✓															
12	Sharon Johnson	✓		✓			✓			✓			✓			✓		
13	Vickie Leathers	✓		✓			✓			✓			✓			✓		
14	Trina Low		✓															
15	Kara Maness	✓		✓			✓			✓			✓			✓		
16	Sandra Meeks		✓															
17	Leah Savage	✓		✓			✓			✓			✓			✓		
18	Wade Scott		✓															
19	David Smith	✓		✓			✓			✓			✓			✓		
20	William Smith	✓		✓			✓			✓			✓			✓		
21	Consuelo Splawn	✓		✓			✓			✓			✓			✓		
22	Jim Bob Sullivan	✓		✓			✓			✓			✓			✓		
23	Vicky Wade	✓		✓			✓			✓			✓			✓		
24	Debra Williams	✓		✓			✓			✓			✓			✓		
25	Craig Young	✓		✓			✓			✓			✓			✓		
26	David Hawkins	✓																
27																		

B.BURGETT
J.B.SULLIVAN

	September 12, 2023	Present	Absent	AA														
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Tami Barnes		✓															
2	Tiffany Brockway	✓		✓														
3	Brad Burgett	✓		✓														
4	Danny Cornish	✓		✓														
5	Kevin Cory	✓		✓														
6	Tina Foshee-Thomas		✓															
7	Brent Franks	✓		✓														
8	Patsy Guess		✓															
9	Andrea Henkel	✓		✓														
10	Jordan Hill	✓		✓														
11	Jia Johnson		✓															
12	Sharon Johnson	✓		✓														
13	Vickie Leathers	✓		✓														
14	Trina Low		✓															
15	Kara Maness	✓		✓														
16	Sandra Meeks		✓															
17	Leah Savage	✓		✓														
18	Wade Scott		✓															
19	David Smith	✓		✓														
20	William Smith	✓		✓														
21	Consuelo Splawn	✓		✓														
22	Jim Bob Sullivan	✓		✓														
23	Vicky Wade	✓		✓														
24	Debra Williams	✓		✓														
25	Craig Young	✓		✓														
26	David Hawkins	✓																
27																		

ADJOURN:
11:13 AM