

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, November 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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 October 2024 Regular Meeting Minutes (*Organizational Standard 5.5*)
- E.** Consideration, Discussion, and Vote to Approve September 2024 Financial Reports; Distribution of October 2024 Financials for December 2024 Consideration and Vote (*OS 8.7*)
- F.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$11,376**
 - 1. Spark Good Local Grant Application to Walmart (Facility 38, Idabel) - **\$5,000**
 - 2. Spark Good Local Grant Application to Walmart (Facility 117, Broken Bow) - **\$5,000**
 - 3. FY 2024 Community Services Block Grant Application (6th Allocation) to Oklahoma Department of Commerce/Community Development - **\$1,376**
- G.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$1,413,267.34**
 - 1. FY 2025 Base Grant Award from Oklahoma Court Appointed Special Advocates (CASA) Association - **\$27,459.10**
 - 2. Child and Adult Care Food Program Award (Early Learning Centers) from Oklahoma Department of Education - **\$118,865.24**
 - 3. Spark Good Local Grant Award from Walmart (Facility 49, Hugo) - **\$1,500**
 - 4. Round Up Change Program Donation (CASA) from Kwik Chek/McCraw Oil Company Incorporated - **\$2,500**
 - 5. FY 2024 Community Services Block Grant Award (6th Allocation) from Oklahoma Department of Commerce/Community Development - **\$1,376** (*Total Awarded: \$238,085*)
 - 6. CACFP Award (Head Start/Early Head Start) from Oklahoma Dept. of Education - **\$688,050**
 - 7. Spark Good Local Grant Award from Walmart (Facility 117, Broken Bow) - **\$1,000**
 - 8. Section 5311 – Formula Grants for Rural Areas and Rural Transit Assistance Program Awards from Oklahoma Dept. of Transportation - **\$437,061** (*Section 5311: \$432,061, RTAP: \$5,000*)
 - 9. Community Event Grant Award from Potts Family Foundation - **\$500**
 - 10. Public Transit Revolving Fund Award from ODOT - **\$134,956**
- H.** Consideration, Discussion, and Vote to Approve Submission of FY 2024 Carryover Application and Non-Federal Share Waiver Request for the Early Head Start-Child Care Program

- I. Consideration, Discussion, and Vote to Approve 2025 Agency-Wide Budget (OS 8.9)
- J. Consideration, Discussion, and Vote to Approve LIFT CAA Succession Plan (OS 4.5)
- K. Consideration, Discussion, and Vote to Approve LIFT CAA to Act as Fiscal Agent for the Choctaw County Freestanding Multidisciplinary Team and Contract with Oklahoma Commission on Children and Youth (\$34,267.90 Maximum Contract Total, Period: 1/1/2025–12/31/2025)
- L. Consideration, Discussion, and Vote to Approve LIFT CAA to Act as Fiscal Agent for the Pushmataha County Freestanding Multidisciplinary Team and Contract with Oklahoma Comm. on Children and Youth (\$34,267.90 Maximum Contract Total, Period: 1/1/2025–12/31/2025)
- M. Board Training: Civil Rights Training for Grantees (OS 5.7)
- N. Board Training/Programmatic Report: Update on ROMA Process, 2024 Community Action Plan with Logic Models/Results & 2023-25 Strategic Plan: Agency Program/Performance Evaluation, Success of Specific Strategies, Progress on Meeting Goals (OS 4.2, 4.3, 4.4, 5.7, 5.9 & 6.5)
- O. Board Training/Programmatic Report: Quarterly (July-September) and Year-to-Date Housing Production as Reported to NeighborWorks® America (OS 5.7 & 5.9)
- P. Board Giving Report (OS 5.7)
- Q. Policy Council Report (OS 2.1 & 5.9)
- R. Recognition of November 2024 Employee of the Month:
Owyne Gardner, Program Director – Technical and Management Assistance Program
- S. Other Reports/Announcements/Correspondence: HS/EHS/EHS-Child Care Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); Grants to Prevent and Respond to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Against Children and Youth Program No-Cost Extension Approval; Family Resource Center Resource Drive; AmeriCorps Seniors Retired and Senior Volunteer Program Recognition Events (OS 5.9)
- T. 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*)
- U. Consideration, Discussion, and Vote to Adjourn

Posted: _____ Date: _____ Time: _____