

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, May 13, 2025 · 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.** Discussion and Possible Action to Accept Lori Greer as Appointed Representative for Hugo Area Chamber of Commerce, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2025*)
- 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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.** Vote to Approve April 2025 Regular Meeting Minutes (OS 5.5)
- G.** Vote to Approve March 2025 Financial Reports; Distribution of April 2025 Financials for June 2025 Consideration and Vote (OS 8.7)
- H.** Vote to Approve Submission of Resolutions/Grant Applications – **\$1,262,770**
 - 1. FY 2025 NeighborWorks Week Grant Application to NeighborWorks® America - **\$1,000**
 - 2. 2025 Grant Application to Potts Family Foundation - **\$10,520**
 - 3. Spark Good Local Grant Application to Walmart (Facility 117, Broken Bow) - **\$5,000**
 - 4. Spark Good Local Grant Application to Walmart (Facility 38, Idabel) - **\$5,000**
 - 5. Rural Communities Opioid Response Program – Pathways Grant Application to Health Resources and Services Administration - **\$1,200,000**
 - 6. Community Facilities Direct Loan and Grant Program Application to U.S. Department of Agriculture, Rural Development - **\$41,250**
- I.** Vote to Approve Acceptance of Grants/Contracts/Awards – **\$2,590,530.28**
 - 1. FY 2025 Community Services Block Grant Award (2nd Allocation) from Oklahoma Department of Commerce/Community Development - **\$56,746** (*Total Awarded: \$116,652*)
 - 2. Child Care Stabilization Grant Program Awards (Year 4/Quarter 3, Early Learning Centers) from Choctaw Nation of Oklahoma - **\$18,000**
 - 3. Spark Good Local Grant Award from Walmart (Facility 49, Hugo) - **\$2,000**
 - 4. FY 2025 Flexible Impact Grant Award (1st Alloc.) from NeighborWorks® America - **\$50,000**
 - 5. PY 2025 Department of Human Services Low Income Home Energy Assistance Program Grant Award from ODOC - **\$86,168.11**
 - 6. 2025 Community Grants Program Award from Carolyn Watson Rural Oklahoma Community Foundation - **\$30,000**

7. SFY 2026 Older Americans Act Title III KEDDO Area Agency on Aging Grant Award from Kiamichi Economic Development District of Oklahoma - **\$40,351.17**
8. FY 2025 Head Start/Early Head Start Program Grant Award (Balance of Funds) from Administration for Children and Families, Office of Head Start - **\$2,307,265**
- J. Discussion and Possible Action on 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
- K. Discussion and Possible Action on HS/EHS/EHS-Child Care Organizational Chart
- L. Discussion and Possible Action on 2025-2026 EHS-CC Training and Technical Assistance Plan
- M. Discussion and Possible Action on Signing of Proclamation Recognizing May 2025 as Community Action Month
- N. Discussion and Possible Action on Signing of Proclamation Recognizing June 7-14, 2025 as NeighborWorks Week
- O. 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
- P. Board Training/Programmatic Report: Quarterly Housing Production (January–March) as Reported to NeighborWorks® America (OS 5.7 & 5.9)
- Q. Programmatic Report: FY 2025 OHS Focus Area 1 Monitoring Review Update (OS 5.9)
- R. 2025 LIFT CAA Customer Satisfaction Report: 1st Quarter Results (OS 1.3 & 6.4)
- S. Policy Council Report (OS 2.1 & 5.9)
- T. Recognition of May 2025 Employee of the Month:
Melissa Wingfield, Self-Help Specialist – Technical and Management Assistance Program
- U. Recognition of Service Award
Forty-Five Years: Owyne Gardner, Program Director – T&MA Program
- V. Other Reports/Announcements/Correspondence: HS/EHS/EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Enrollment/Attendance, Meals/Snack, Data Analysis); ODOC Monitoring Notice; FY 2025 AmeriCorps Seniors RSVP Grant Funding Notice (OS 5.9)
- W. Discussion and Possible Action 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*)
- X. Discussion and Vote to Adjourn

Posted: _____ Date: _____ Time: _____