

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, July 8, 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.** 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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.** Vote to Approve May 2025 Regular Meeting Minutes (*Organizational Standard 5.5*)
- E.** Vote to Approve April 2025 and May 2025 Financial Reports; Distribution of June 2025 Financials for August 2025 Consideration and Vote (*OS 8.7*)
- F.** Vote to Approve Submission of Resolutions/Grant Applications – **\$2,432,000.57**
 - 1. FY 2025 Community Services Block Grant Application (3rd Allocation) to Oklahoma Department of Commerce/Community Development - **\$118,926**
 - 2. Spark Good Local Grant Application to Walmart (Facility 38, Idabel) - **\$3,000**
 - 3. FY 2025 Opioid Abatement Application (as Sub-Contractor for McCurtain County Board of Commissioners) to Oklahoma Office of Attorney General/Opioid Abatement Board - **\$525,000**
 - 4. 2025 Byrne State Crisis Intervention Program Grant Application to Oklahoma District Attorneys Council - **\$609,687.60**
 - 5. Strategies to Reduce Food Insecurity Pilot Project Proposal to Oklahoma State Department of Health - **\$20,000**
 - 6. 2025 Local Grant Program Application to Saks Fifth Avenue Foundation - **\$11,040**
 - 7. Public Transit Revolving Fund Application to Oklahoma Dept. of Transportation - **\$134,956**
 - 8. FY 2025 Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program Grant Application to Office on Violence Against Women - **\$750,000**
 - 9. FY 2026 Base & Mini-Grant Applications to Oklahoma Court Appointed Special Advocates (CASA) Association - **\$31,480.97**
 - 10. FY 2026 State Domestic Violence/Sexual Assault Funding Application to Oklahoma Office of Attorney General - **\$227,910**
- G.** Vote to Approve Acceptance of Grants/Contracts/Awards – **\$333,026**
 - 1. FY 2025 Retired and Senior Volunteer Program Grant Award from AmeriCorps - **\$107,100**
 - 2. Spark Good Local Grant Award from Walmart (Facility 117, Broken Bow) - **\$2,000**
 - 3. FY 2025 Community Services Block Grant Award (3rd Allocation) from Oklahoma Department of Commerce/Community Development - **\$118,926** (*Total Awarded: \$235,578*)
 - 4. Spark Good Local Grant Award from Walmart (Facility 38, Idabel) - **\$2,000**
 - 5. FY 2025 Flexible Impact Grant Award (2nd Alloc.) from NeighborWorks® America - **\$102,000**
 - 6. FY 2025 NeighborWorks Week Grant Award from NeighborWorks® America - **\$1,000**

- H. Discussion Regarding Hugo Lake Marina Matter
- I. Discussion and Possible Action on Updated Personnel Policy No. 10 Employment Classifications
- J. Discussion and Possible Action on Submission of LIFT CAA 403(b) Retirement Plan Form 5500
(*Plan Year 2023, Period: 8/1/2023–7/31/2024*)
- K. Discussion and Possible Action on Submission of 2025-2026 Transportation Waiver Request for Head Start Program
- L. Discussion and Possible Action on FY 2026 CASA Program Goals and Objectives
- M. Board Training: National CASA Core Model and Guiding Principles (*OS 5.7*)
- N. Board Training: Community Services Block Grant Organizational Standards (*OS 5.7*)
- O. 2024-2025 Self-Assessment Process Overview for Head Start Programs (*OS 5.7 & 5.9*)
- P. Board Training/Programmatic Report: Work Ready Oklahoma (*OS 5.7 & 5.9*)
- Q. Board Training/Programmatic Report: Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Training on Head Start Program Eligibility (*OS 5.7 & 5.9*)
- R. Transportation Advisory Council Report (*OS 5.9*)
- S. Risk Assessment/Management Report (*OS 5.9*)
- T. Policy Council Report (*OS 2.1 & 5.9*)
- U. Recognition of June 2025 Employee of the Month:
Rebecca Vasquez-Powers, Case Manager – YouthBuild Program
- V. Recognition of July 2025 Employee of the Month:
Misty Burleson, Health Navigator – Choosing Childbirth Program
- W. Recognition of Service Awards
June 2025
Five Years: Janitra Bostic, Fatherhood Case Manager/Dad Coordinator – Fatherhood Program
Twenty Years: Terry Wren, Weatherization Program Director – Housing Programs
July 2025
Five Years: Lauren Barger, Nutrition Specialist – Head Start Programs
Branden Billy, Coordinator – CASA, Mentoring & Victim Advocacy Services
Ken McDaniel, Maintenance Technician – Head Start Programs
Paige Smith, Procurement Clerk – Head Start Programs
Gary Teague, Jr., Maintenance Technician – Head Start Programs
Twenty-Five Years: Carol Renee Macon, Teacher – Head Start Program
- X. Other Reports/Announcements/Correspondence: Head Start Program Monthly Reports (Program Summary, Communication and Guidance, Enrollment/Attendance, Meals/Snack, Data Analysis);

Thank You Note; ODOC Desktop Monitoring Report – Closure Letter; National Homeownership Month Information; NeighborWorks Week Presentation; Notification of Exemplary Organizational Health Tracking System Assessment Rating from NeighborWorks® America; Notice of Alcohol and Drug Treatment Program Two-Year Certification from Oklahoma Department of Mental Health and Substance Abuse Services; 2025 Fostering Hope T-Shirt Fundraiser; RSVP Raffle Fundraiser; Mobile Food Market Notice/Impact Report (OS 5.9)

Y. 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*)

Z. Vote to Adjourn

Posted: _____ *Date:* _____ *Time:* _____