

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, September 9, 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*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 August 2025 Regular Meeting Minutes (*Organizational Standard 5.5*)
- E.** Vote to Approve July 2025 Financial Reports; Distribution of August 2025 Financials for October 2025 Consideration and Vote (*OS 8.7*)
- F.** Vote to Approve Submission of Resolutions/Grant Applications – **\$3,124,363.87**
 - 1. Gable Grants Program Application (YouthBuild) to Lowe’s Foundation - **\$200,000**
 - 2. Preschool Development Grant Birth Through Five Parent and Family Engagement Application to Oklahoma Partnership for School Readiness - **\$50,000**
 - 3. Local Giving Request (Holiday Food Baskets) to International Paper, Valliant Mill - **\$2,000**
 - 4. Choosing Childbirth Act Application (Year 2) to Oklahoma State Dept. of Health - **\$800,000**
 - 5. Community Event Grant Application to Potts Family Foundation - **\$650**
 - 6. FY 2026 Family Violence Prevention and Services Act Grant Application to Oklahoma Office of Attorney General - **\$10,247.38** (*Match: \$2,049.48*)
 - 7. Child and Adult Care Food Program Grant Application to Oklahoma Department of Education - **\$2,061,466.49** (*Head Start/Early Head Start – \$688,050; Early Learning Centers – \$118,865.24; CACFP – \$1,254,551.25*)
- G.** Vote to Approve Acceptance of Grants/Contracts/Awards – **\$348,371**
 - 1. FY 2025 Healthy Start Initiative: Eliminating Disparities in Perinatal Health Grant Award (Year 12, 3rd Allocation) from Health Resources and Services Administration - **\$312,324** (*Total Awarded: \$1,100,000*)
 - 2. 2025 Victims of Crime Act Grant Award (Court Appointed Special Advocates) from Oklahoma District Attorneys Council - **\$14,420**
 - 3. 2025 VOCA Grant Award (Victim Advocacy Services) from Oklahoma DAC - **\$21,627**
- H.** Consideration and Possible Action on 2025-2026 Mental Health Contract with Healing Hearts Counseling and Consulting, LLC
- I.** Consideration and Possible Action on 2025-2026 Head Start/Early Head Start Training and Technical Assistance Plan

- J.** Board Training/Programmatic Report: Compliance with Children’s Internet Protection Act (CIPA) Cyberbullying Awareness (*OS 5.7 & 5.9*)
- K.** Board Training/Programmatic Report: Head Start/EHS/EHS-Child Care Program Information Reports (*OS 5.7 & 5.9*)
- L.** Board Training: Results-Oriented Management and Accountability (ROMA) Training (*OS 5.7*)
- M.** Board Training: LIFT CAA Finances (*OS 5.7*)
 - CSBG Organizational Standards – Fiscal Management
 - Financial Oversight – Overall Agency Fiscal Status, Procedures, Practices, Transactions
 - Interpreting Financial Statements
- N.** Board Self-Assessment Update
- O.** Board Giving Report (*OS 5.7*)
- P.** Transportation Advisory Council Report (*OS 5.9*)
- Q.** 2025 LIFT CAA Customer Satisfaction Report: 2nd Quarter Results (*OS 1.3 & 6.4*)
- R.** Policy Council Report (*OS 2.1 & 5.9*)
- S.** Recognition of September 2025 Employee of the Month:
Ashley Gaddy, Outreach Specialist – Head Start Programs
- T.** Recognition of Service Awards
Five Years: Jayleigh Nelms, Community Consortium Coord./Evaluator – Healthy Start Program
Twenty-Five Years: Jeannie McMillin, Director – Transit Program
- U.** Other Reports/Announcements/Correspondence: Head Start Programs Monthly Reports (Program Summary, Communication and Guidance, Enrollment/Attendance, Meals/Snack, Data Analysis); Notice of Head Start Transportation Waiver Approval (*OS 5.9*)
- V.** Consideration 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*)
- W.** Vote to Adjourn

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