

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Tuesday, January 9, 2018
Little Dixie HomeOwnership Center - 500 East Rosewood - Hugo, Oklahoma

AGENDA

- A.** Call to Order and Invocation
- B.** Opening of Board Meeting – Roll Call, Introduction of Guests
- C.** Finance/Audit/Loan Committee Report

Consent Docket - The following items of business indicated by brackets (D & E, F and 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which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.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 December 2017 Regular Meeting Minutes (*Organizational Standards – Category 5, Standard 5.5*)
- E.** Consideration, Discussion, and Vote to Approve November 2017 Financial Reports; Distribution of December 2017 Financials for February 2018 Consideration and Vote (*Organizational Standards – Category 8, Standard 8.7*)
- F.** Consider Submission of Resolutions and/or Grant Applications – **\$360,168**
 - 1. Walmart Community Grant Application to the Walmart Foundation - **\$2,500**
 - 2. FY 2018 Community Services Block Grant Application (*First Quarter Allocation*) to the Oklahoma Department of Commerce/Community Development - **\$43,369**
 - 3. FY 2018 Retired and Senior Volunteer Program Continuation Grant Application (*Year 3*) to the Corporation for National and Community Service - **\$54,299**
 - 4. Community-Based Coalition Enhancement Grants to Address Local Drug Crises Application to the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration - **\$50,000**
 - 5. 2018 Victims of Crime Act Grant Application (*Court Appointed Special Advocates*) to the Oklahoma District Attorney’s Council - **\$100,000**
 - 6. 2018 VOCA Grant Application (*Victim Advocacy Services*) to the Oklahoma District Attorney’s Council - **\$110,000**
- G.** Consider Acceptance of Grants/Contracts/Awards – **\$1,363**
 - 1. 2017 Holiday Food Basket Initiative Donations from Area Businesses/Individuals - **\$863**
 - 2. RSVP Matching Donation from the Antlers Masonic Lodge #39 - **\$500**
- H.** Distribution, Discussion/Review, Completion, and Collection of Required Documents (including Code of Conduct and Conflict of Interest Policies/Affidavit; Job Descriptions; Demographic/Informational and Disclosure Questionnaires) Relative to Little Dixie Community Action Agency’s Governing Board Members, to be kept on file at LDCAA’s Administrative Office located at 209 N. 4th Street in Hugo, Oklahoma (*Organizational Standards – Category 5, Standards 5.6 and 5.7*)

- I. Report on Agency-Wide Comprehensive Risk Assessment (*Organizational Standards – Category 4, Standard 4.6*)
- J. Consideration, Discussion, and Vote to Elect Board Member to the Asset Committee, Replacing Jack Griffin (*Pursuant to LDCAA Amended By-Laws, Article XI*)
- K. Consideration, Discussion, and Vote to Elect Board Member to the Committee to Research Private and Low-Income Sector Representation for McCurtain County, Replacing Jack Griffin (*Pursuant to LDCAA Amended By-Laws, Article XI*)
- L. Consideration, Discussion, and Vote to Elect Board Member to the Risk Assessment Committee, Replacing Michael Melton (*Pursuant to LDCAA Amended By-Laws, Article XI*)
- M. Consideration, Discussion and Vote to Approve 2018-2019 ERSEA (Eligibility, Recruitment, Selection, Enrollment and Attendance) Plan
- N. Board Training/Programmatic Report: Child and Adult Care Food Program (*Organizational Standards – Category 5, Standard 5.9*)
- O. Head Start/Early Head Start/EHS-Child Care Policy Council Report (*Organizational Standards – Category 2, Standard 2.1; Category 5, Standard 5.9*)
- P. 2017 LDCAA Customer Satisfaction Report: 4th Quarter (October - December) Results (*Organizational Standards – Category 1, Standard 1.3; Category 6, Standard 6.4*)
- Q. Report on 2017 Salvation Army Red Kettle Campaign
- R. Recognition of January Employee of the Month:
Allison McDaniel, Coordinator – Rural IMPACT Initiative
- S. Recognition of Service Award Recipients:
Five Years: Billie Moore, Care Coordinator – Healthy Start Program
Twenty Years: Amanda Perry, Program Secretary – LDCAA Housing Programs
- T. Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; USDA Meals and Snack Report; HS/EHS/EHS-CC Enrollment/Attendance Report
- U. 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. Okla. Stat. Title 25 § 311*)
- V. Consideration, Discussion, and Vote to Adjourn