

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, October 12, 2021 · 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.** Consideration, Discussion, and Vote to Accept Les Shumake as Appointed Representative for the Choctaw County Board of Commissioners, a Public Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2021*)
- D.** Consideration, Discussion, and Vote to Accept Bruce Horton as Appointed Representative for Julian Lumber Company, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2023*)
- E.** Appointment of Mentor for New Board Member (*Organizational Standard 5.7*)
- F.** Finance/Audit/Loan Committee Report

Consent Docket - The following items of business indicated by brackets (G and H, I, J) 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.

- G.** Consideration, Discussion, and Vote to Approve September 2021 Regular Meeting Minutes (*O.S. 5.5*)
- H.** Consideration, Discussion, and Vote to Approve August 2021 Financial Reports; Distribution of September 2021 Financials for November 2021 Consideration and Vote (*O.S. 8.7*)
- I.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$2,073,249.91**
 - 1. FY 2021 HUD Housing Counseling Grant Application to NeighborWorks[®] America - **\$25,000**
 - 2. Local Community Grant Application (*YouthBuild Program*) to Walmart (*Facility 49 – Hugo, Oklahoma*) - **\$5,000**
 - 3. YouthBuild Program Request to International Paper, Valliant Containerboard Mill - **\$1,500**
 - 4. AmeriCorps National Civilian Community Corps Application to AmeriCorps
 - 5. Child and Adult Care Food Program Application (*Head Start/Early Head Start*) to the Oklahoma Department of Education - **\$574,946.17**
 - 6. CACFP Application (*Early Learning Centers*) to the Oklahoma Dept. of Education - **\$157,000**
 - 7. CACFP Application to the Oklahoma Department of Education - **\$1,248,004.74** (*Program Operations – \$168,004.74; Daycare Home Meal Reimbursement – Up to \$1,080,000*)
 - 8. FY 2022 Retired and Senior Volunteer Program Grant Application to AmeriCorps - **\$61,799**
- J.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$726,671.42**
 - 1. SFY 2022 Community Action Agencies State Appropriated Head Start Funds Award from the Oklahoma Department of Commerce/Community Development - **\$76,473**

2. Signature Cause Grant Award (*RSVP*) from the International Paper Foundation - **\$15,000**
 3. YouthBuild Program Award from International Paper, Valliant Containerboard Mill - **\$1,500**
 4. Local Community Grant Award (*YouthBuild Program*) from Walmart (*Facility 49*) - **\$3,000**
 5. American Rescue Plan Act Child Care Stabilization Grant Awards (*Early Learning Centers*) from the Oklahoma Department of Human Services - **\$42,000**
 6. FY 2022 Base Grant Award from the Oklahoma Court Appointed Special Advocates Association - **\$19,000.08**
 7. Emergency Operating Cost Funding Award (*HS/EHS*) from the Oklahoma Department of Education - **\$33,343.52**
 8. Emergency Operating Cost Funding Award (*ELCs*) from the Oklahoma Department of Education - **\$12,113.86**
 9. Emergency Operating Cost Funding Award (*CACFP*) from the Oklahoma Department of Education - **\$24,240.96**
 10. FY 2021 Grants to Prevent and Respond to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Against Children and Youth Program Award from the U.S. Department of Justice, Office on Violence Against Women - **\$500,000**
- K.** Consideration, Discussion, and Vote to Enter into Executive Session to Review/Discuss the Following Items (*Oklahoma Statute Title 25 § 307(B)(1)*):
1. Executive and Personnel Committee’s Performance Evaluation of Rebecca Reynolds, LIFT CAA Executive Director (*O.S. 7.4*)
 2. Employment Contract Renewal and Compensation of Rebecca Reynolds as Executive Director of LIFT CAA (*O.S. 7.5*)
- L.** Consideration, Discussion, and Vote to Adjourn Out of Executive Session and the Regular Board Meeting Be Reconvened
- M.** Consideration, Discussion, and Vote to Approve the Performance Evaluation of Rebecca Reynolds, LIFT CAA Executive Director (*O.S. 7.4*)
- N.** Consideration, Discussion, and Vote to Approve the Renewal of Contract, Employment, and Compensation of Rebecca Reynolds as LIFT CAA Executive Director (*O.S. 7.5*)
- O.** Consideration, Discussion, and Vote to Approve Board Resolution Approving Agreement to Conditions of NeighborWorks Network Charter and NeighborWorks® America Investment and Grant Agreement, Signing of Documents by LIFT CAA Board Chairman
- P.** Consideration, Discussion, and Vote to Approve the LIFT CAA Board of Directors Regular Meeting Dates for 2022 (*O.S. 5.5*)
- Q.** Programmatic Report: Head Start/Early Head Start/EHS-Child Care Programs (*O.S. 5.7, 5.9*)
- R.** Consideration, Discussion, and Vote to Approve Head Start/EHS/EHS-CC Policy Council Operating Procedures and Conflict Resolution/Impasse Policy
- S.** Board Training/Programmatic Report: Choctaw County Drug-Free Communities Program (*O.S. 5.7, 5.9*)
- T.** 2021 Customer Satisfaction Report: 3rd Quarter (July – September) Results (*O.S. 1.3, 6.4*)

- U. Policy Council Report (*O.S. 2.1, 5.7 & 5.9*)
- V. Recognition of October 2021 Employee of the Month:
 Laura Hatcher, Lead Teacher/Caregiver – Early Head Start Program
- W. Recognition of Service Awards:
 Five Years: Mary VanNoy, Outreach Liaison – Healthy Start Program
 Fifteen Years: Valerie Robinson, Dispatcher/Data Entry – Transit Program
- X. 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; HS/EHS/EHS-CC Data Analysis Report; 2021 Community Services Block Grant Monitoring Report; RSVP 50th Anniversary and Fundraiser Notices; Agency In-Service – October 28, 2021; Domestic Violence Awareness Month Information (*O.S. 5.7 & 5.9*)
- Y. 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*)
- Z. Consideration, Discussion, and Vote to Adjourn

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