

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, January 11, 2022 · 10:00 a.m.
HomeOwnership Center · 500 East Rosewood · 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. Recognition of David Hawkins as the Elected Representative for Idabel Nutrition Center, a Low-Income Entity on the LIFT Community Action Agency, Inc. Board of Directors (*Entity to Expire 12/31/2022*)
- D. Consideration, Discussion, and Vote to Accept Jordan Hill as Appointed Representative for Wright City Schools, a Public Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2024*)
- E. Consideration, Discussion, and Vote to Accept Cindy Logan as Appointed Representative for the Pushmataha County Chamber of Commerce, a Private Entity on the LIFT CAA Board of Directors (*Entity to Expire 12/31/2023*)
- F. Appointment of Mentors for New Board Members (*Organizational Standard 5.7*)
- G. Finance/Audit/Loan Committee Report

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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.

- H. Consideration, Discussion, and Vote to Approve December 2021 Regular Meeting Minutes (*O.S. 5.5*)
- I. Consideration, Discussion, and Vote to Approve November 2021 Financial Reports; Distribution of December 2021 Financials for February 2022 Consideration and Vote (*O.S. 8.7*)
- J. Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$1,143,964**
 - 1. YouthBuild Program Grant Application to the U.S. Department of Labor, Employment and Training Administration - **\$953,964**
 - 2. 2022 Victims of Crime Act Grant Application (*Court Appointed Special Advocates*) to the Oklahoma District Attorneys Council - **\$90,000**
 - 3. 2022 VOCA Grant Application (*Victim Advocacy Services*) to the Oklahoma District Attorneys Council - **\$100,000**
- K. Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$1,508,789**
 - 1. Drug-Free Communities Support Program Grant Award from the U.S. Department of Health and Human Services, Centers for Disease Control and Prevention - **\$125,000**

2. Board Member Discretionary Grant Fund Award (*Early Childhood Education*) from the Potts Family Foundation, Inc. - **\$1,000**
 3. 2021 Grow the Good Program Donation (*CASA*) from Campbell Global LLC - **\$500**
 4. 2021 Grow the Good Program Donation (*Mentoring*) from Campbell Global LLC - **\$500**
 5. Section 523 Self-Help Housing Technical Assistance Grant Award from the U.S. Department of Agriculture, Rural Development - **\$1,381,789**
- L. Training over Board Member Duties, Roles, and Responsibilities/Community Services Block Grant Information Memorandum #82 Tripartite Boards; Distribution, Discussion/Review, Completion, and Collection of Required Documents (including Code of Conduct and Conflict of Interest Policies/Affidavit; Board Member Job Descriptions; Demographic/Informational and Disclosure Questionnaires; Amended By-Laws/Addendum and Attestation) Relative to LIFT CAA's Governing Board Members, to be kept on file at the Administrative Office located at 209 N. 4th Street in Hugo, Oklahoma (*O.S. 5.4, 5.6, 5.7 & 5.8*)
 - M. Consideration, Discussion, and Vote to Accept the 2022-2024 Community Needs Assessment/Report (*O.S. 1.2, 2.2 & 3.1-3.5*)
 - N. Consideration, Discussion, and Vote to Approve Waiver/Exemption of Conflict of Interest for Department of Energy (DOE) Weatherization Assistance for Debbie Collie (residing in a home that is owned by Tonya Self and Gina Self; Tonya Self and Gina Self are related to Macy Self, LIFT Community Action Agency staff member, through marriage and are second-cousins to husband, Cody Self), that a full and proper posting of the disclosure has been made to the public, that no objections have been received from the public, a legal opinion determining there is no violation of Oklahoma or local law, any conflict or potential conflict should be waived, and the expenditure of DOE Weatherization Assistance Program funds is fair to LIFT CAA
 - O. Board Training/Programmatic Report: Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) and Distribution of 2022-2023 ERSEA Integrated Services Policies and Procedures with Prioritization Schedule/Point System for Review (*O.S. 5.7, 5.9*)
 - P. 2021 LIFT CAA Customer Satisfaction Report: 4th Quarter (Oct. – Dec.) Results (*O.S. 1.3, 6.4*)
 - Q. 2021 Holiday Food Basket Report
 - R. 2021 Salvation Army Red Kettle Campaign Report
 - S. Policy Council Report (*O.S. 2.1, 5.7 & 5.9*)
 - T. Recognition of January 2022 Employee of the Month:
Tasha Clark, Lead Caregiver – Early Learning Centers
 - U. Recognition of Service Award:
Twenty-Five Years: Tammie Fewell, Teacher – Head Start Program
 - V. Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; Head Start/Early Head Start/EHS-Child Care Program Summary Report; HS/EHS Meals/Snack Report; HS/EHS/EHS-CC Enrollment/Attendance Report; HS/EHS/EHS-CC Data Analysis Report; Preliminary Injunction of Head Start Programs' Mask and Vaccine Requirement;

National Stalking Awareness Month Proclamations/Information; National Mentoring Month Proclamation (*O.S. 5.7 & 5.9*)

W. 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*)

X. Consideration, Discussion, and Vote to Adjourn

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