

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Tuesday, January 13th, 2015
Little Dixie HomeOwnership Center-500 East Rosewood - Hugo, Oklahoma
AGENDA

Invocation

A. Opening of Board Meeting – Roll Call, Introduction of Guests.

B. Recognition of Dwight Satterfield as the elected Representative for the Antlers Community Food Bank Ministry, a Low-Income Entity on the Little Dixie Community Action Agency, Inc. Board and Recognition of Michael Melton as the elected Representative for the Choctaw County Commissioners, a Public Entity on the Little Dixie Community Action Agency, Inc. Board.

C. Recognition of the Withdrawal of the Seat held for Representation of Choctaw Electric Cooperative on the Little Dixie Community Action Agency, Inc. Board.

Consent Docket - The following items of business indicated by brackets (D&E and 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which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.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 9th, 2014 Regular Meeting Minutes.

E. Consideration, Discussion and Vote to Approve November 2014 Financial Reports; Distribution of December 2014 Financials for February 2015 Consideration and Vote.

F. Consider Submission of Resolutions and/or Grant Applications - **\$1,618,935.20**

1. Resolution Authorizing Executive Director to Execute Legal Matters/Documents on Behalf of Little Dixie Community Action Agency, Inc.

2. Resolution Authorizing the Filing of an Application with the Oklahoma Department of Transportation, Transit Programs Division, for a Grant under 49 U.S.C. Section 5311, Nonurbanized Area Formula Program.

3. Section 5311 Nonurbanized Area Formula Grant Application to the Oklahoma Dept. of Transportation-\$1,079,635.00

4. Annual Community Services Block Grant Application to the Oklahoma Department of Commerce - \$225,005 (First Quarter Allocation of \$56,714)

5. Drug Free Communities Year 3 Continuation Application to SAMHSA (Substance Abuse and Mental Health Services Administration) \$125,000

6. Retired & Senior Volunteer Program Year 3 Continuation Application to CNCS (Corporation for National and Community Service)-\$54,299

7. Full Application to National Civilian Community Corps, a division of CNCS

8. Non-Federal Share Waiver request to the U.S. Dept. of Health & Human Services Administration for Children and Families-\$303,287.28

G. Consider Acceptance of Grants/Contracts/Awards - **\$4,975.69**

1. Increase in State CASA (Court Appointed Special Advocate) funding-\$750

2. LDCAA Youth Services Softball Fundraising Event & Antlers Masons Donation/Matching Funds for Christmas Baskets for CASA, Mentoring and FYI programs (\$1,375.69 LDCAA and \$1,000 from Antlers Masons) - \$2,375.69

3. LDCAA RSVP Baked Potato Fundraiser & Antlers Masons Donation/Matching funds for RSVP Operational Expenses (\$925-LDCAA and \$925 from Antlers Masons) -\$1,850.00

H. Distribution, Completion and Collection of Required Documents including Code of Conduct and Conflict of Interest Policies; Job Descriptions; Demographic/Informational and Disclosure questionnaires relative to Little Dixie CAA's Governing Board Members to be kept on file at Little Dixie CAA's Administrative Office located at 209 N. 4th Street in Hugo, OK.

I. Presentation over Little Dixie & Salvation Army Red Kettle Campaign Activities.

J. Consideration, Discussion and Vote to approve 2015-2016 ERSEA (Eligibility, Recruitment, Selection, Enrollment & Attendance) Plan.

K. Consideration, Discussion and Vote to approve revisions to the Head Start/Early Head Start Organizational Chart.

L. Head Start Policy Council Report.

M. Finance/Audit/Loan Committee Report.

N. Recognition of January Employee of the Month-Terry Boylan

O. Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS Program Summary Report; USDA Meals & Snack Report; Head Start/Early Head Start Enrollment/Attendance Report; Letter from ACF regarding the Head Start Federal Monitoring Review; Certified Healthy Business Announcements from the Oklahoma Department of Health.

P. Consideration, Discussion and Vote on New Business (Not known about or which could not have been reasonably foreseen prior to the time of posting the Agenda. Okla. Stat. Title 25 § 311).

Q. Consideration, Discussion and Vote to Adjourn.