

Little Dixie Community Action Agency, Inc.
Board of Directors and/or Executive Committee Meeting
10:00 a.m. Tuesday, May 12, 2015
Little Dixie HomeOwnership Center - 500 East Rosewood - Hugo, Oklahoma

AGENDA

Invocation

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

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which any one of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.

B. Recognition of David Rawls as the Appointed Representative for the City of Hugo, a Public Entity on the Little Dixie Community Action Agency, Inc. Board

C. Recognition of Walt Frey as the Appointed Representative for the Idabel Chamber of Commerce, a Private Entity on the Little Dixie Community Action Agency, Inc. Board

D. Consideration, Discussion and Vote to Approve April 14, 2015 Regular Meeting Minutes

E. Consideration, Discussion and Vote to Approve March 2015 Financial Reports; Distribution of April 2015 Financials for June 2015 Consideration and Vote

F. Consider Submission of Resolutions and/or Grant Applications - **\$1,596,133.00**

1. Department of Energy Weatherization Assistance Program Application to the Oklahoma Department of Commerce-\$76,133
2. Susan Harwood Training Grant Application (Targeted Topic) to the U.S. Department of Labor, Occupational Safety and Health Administration-\$140,000
3. Application to Become an Intermediary under the Loan Application Packaging Pilot Program within the Section 502 Direct Single Family Housing Program to the U.S. Department of Agriculture, Rural Housing Service
4. Technical Assistance Grant Application for Succession Planning to NeighborWorks® America-\$10,000
5. NeighborWorks® Training Institute Slots Request to NeighborWorks® America-\$60,000 (24 slots at \$2,500 per slot)
6. Community Building and Engagement Request for County Community Needs Assessments to NeighborWorks® America-\$10,000
7. Network Expansion and Collaboration Grant Application to NeighborWorks® America-\$100,000
8. YouthBuild Grant Application to the U.S. Department of Labor, Employment and Training Administration-\$1,100,000
9. Supplemental Loan Application under the U.S. Small Business Administration's Microloan Program-\$100,000

G. Consider Acceptance of Grants/Contracts/Awards - **\$197,826.00**

1. Community Services Block Grant 3rd Quarter Allocation from the Oklahoma Department of Commerce-\$55,647

2. Retired and Senior Volunteer Program Increase from Oklahoma Department of Human Services, Aging Services Division-\$3,000
3. NeighborWorks® Week Grant Award from NeighborWorks® America-\$1,000
4. Self-Help Technical Assistance Grant Increase from the U.S. Department of Agriculture, Rural Development-\$138,179

H. Consideration, Discussion, and Vote to Approve Signing of a Proclamation Recognizing May as National Community Action Month

I. Oklahoma Transit Association Presentation by Steve Lalli

J. Review of Governance, Leadership, and Oversight Capacity Screener and Training Plan

K. Consideration, Discussion, and Vote to Approve Governance, Leadership, and Oversight Capacity Screener and Training Plan, and signing of Certification of Governance and Leadership Capacity Screening

L. Consideration, Discussion and Vote to Approve EHS-CC Partnership Priority Schedule

M. Consideration, Discussion, and Vote to Approve Update to Procurement Policy Matrix

N. Consideration, Discussion, and Vote to Approve Signing of a Resolution of the Board of Directors for the SBA Microloan Program

O. Consideration, Discussion, and Vote to Approve the Opening of Two New Bank Accounts (with Existing Signers) for SBA Business Loans

P. Appointment of LDCAA Board Risk Management Committee

Q. Report on Name Change of Happy Days Child Care Center to Early Learning Center

R. Finance/Audit/Loan Committee Report

S. Head Start Policy Council Report

T. Board Training over New ERSEA Requirements for Head Start/Early Head Start/Early Head Start-Child Care Partnership Programs

U. Update on 6th Annual “Race Against Poverty” 5K Walk/Run Event

V. Recognition of May Employee of the Month – Elette Hamill, LDCAA Administration Receptionist/Accounting Clerk

W. Recognition of Service Award Recipients:

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|----------------------------|---|
| <u>Five Years</u> - | Byron Fischer, Training and Management Assistance Program |
| | Joe Smith, Training and Management Assistance Program |
| <u>Ten Years</u> - | Kyle White, Training and Management Assistance Program |
| <u>Thirty-Five Years</u> - | Owyne Gardner, Training and Management Assistance Program |

X. Other Reports/Announcements/Correspondence: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; USDA Meals and Snack Report; and Head Start/Early Head Start Enrollment/Attendance Report; 2015 National Self-Help Housing Conference Notice; Upcoming National Community Action Month Events; National NeighborWorks® Week Project Invitation; Administration for Children and Families' Environmental Health and Safety Review Findings for Head Start/Early Head Start; Community Action Partnership Annual Convention; Oklahoma Department of Commerce Review Findings; Thank You Card to Little Dixie Transit from Passenger's Family

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