

Brazos Valley Community Action Agency, Inc.
Notice of Meeting of Board of Directors and Posted Agenda

DATE: Wednesday, October 12, 2016

LOCATION: BCS HealthPoint Clinic Classroom
3370 South Texas Avenue
Bryan, Texas 77802

TIME: 2:30pm

AGENDA

- I. Call to Order – Jimmie McCullough, Esq., Chair
- II. Roll Call & Establishment of Quorum - Sharon Phelps, Board Secretary
- III. Introductions - Staff, Guests – – Jimmie McCullough, Esq., Chair
- IV. Induction of New Board Members, if necessary— Kay Parker, Membership Chair
- V. Consideration /Approval of Consent Agenda (items marked *) - Jimmie McCullough, Esq., Chair (*)
Please announce, at this point, if you would like to have any agenda item removed from the consent agenda for discussion and separate action.
 - A. Consideration/Approval of Proposed Agenda— Jimmie McCullough, Esq., Chair
 - B. Conflict of Interest Query—
(Individual Responses Recorded for minutes)
 - C. Consideration/Approval of September 14th, 2016 Board of Directors Meeting Minutes— Jimmie McCullough, Esq., Chair
 - D. Human Resources Report—Debra Makowsky, HR Administrator (*)
 1. New Hires, Terminations and Comparisons/Trends
 - E. Program Reports [written] (*)
 1. Community Services Program Reports
 - NPI measurements, success/accomplishments, program concerns, leadership ideas and initiatives HealthPoint Program Reports
 2. HealthPoint Program Reports
 - Studer Pillars of Service, Growth, Quality and Safety/Risk Management
 - F. Head Start Policy Council Minutes and Program Reports for June and July — [written] Stacie Stefka (*)
 1. Financial (American Express, Sam's, WalMart, Fuelman) for June and July
 2. Enrollment Report for June and July
 3. CACFP (Child and Adult Care Food Program)
 4. In-Kind Report for June and July
 5. Mental Health 1516 Annual Report
 6. 2015-16 Head Start PIR (Program Information Report)
 7. Government Checklist
 - G. Tenant Selection Policy

- H. Governance Correspondence
- VI. Status Update of Brazos Valley Community Action Programs—Eric Todd, Vishal Kinra, Bobby Hubley, and Debra Makowsky
- VII. CSBG/Emergency Assistance Report—Bryan Jones
- VIII. Approval of Board Resolution from BVCAA relinquishing BVCAA's status as of December 31, 2016 as a CSBG eligible entity – Eric Todd
- IX. Medical Director Report—Adil Nicolwala, MD
- X. Presentation of Action Items for Consideration and Approval
 - A. Credential Report—Eric Todd, CEO (#)
 - 1. New providers for initial credentialing
 - 2. Existing providers for re-credentialing
 - 3. New licensed personnel for initial credentialing
 - 4. Existing licensed personnel for re-credentialing
 - B. CEO Report
 - 1. Update on Somerville (Burleson County Health District) Clinic expansion
 - 2. Update on development of Clinical Measures/team bonus system for 2017
 - 3. Discussion and possible Action re: extension of Beal Lease at Admin (#)
 - 4. Update on training and expansion regarding Healthy Texas Women's
- XI. Standing Committees of the BVCAA Board—Reports where necessary—Jimmie McCullough, Esq., Chair (#)
 - A. Audit and Finance Committee--Paul Sanders, Committee Chair
 - 1. Monthly Financial Report (#)
 - B. Compliance and Continuous Improvement Committee--Mike Sutherland, Chair
 - 1. Report on Committee Meeting, if applicable
 - C. Executive Committee—Jimmie McCullough, Esq., Chair
 - 1. Report on Committee Meeting, if applicable
 - D. Membership Committee Meeting-- Kay Parker, Committee Chair
 - 1. Report on Committee
 - E. CSBG Committee Meeting—Janie Velazquez, Committee Chair
 - 1. Ratification of CAP Plan 2017 (#)
 - 2. Approval of the Organizational Standards for Private Nonprofit CSBG Eligible Entities
 - F. Head Start Policy Council Report—Peggy Shafer
 - 1. Report on Meeting of Policy Council, if necessary
- XII. Agenda items for next board meeting--Jimmie McCullough, Esq., Chair
- XIII. Action related to Executive Session, if needed-- Jimmie McCullough, Esq., Chair

XIV. Adjournment- Jimmie McCullough, Esq., Chair

[1] At any time during the meeting of the Board of Directors of Brazos Valley Community Action Agency, Inc., the Board of Directors may meet in Executive Session (closed meeting) for one or more agenda items for any of the reasons listed as set out in the following sections of the Texas Government Code: Section 551.071 Consultations with attorney to seek advice about pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act; Section 551.072. Deliberations about purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the Brazos Valley Community Action Agency, Inc. in negotiations with a third person; Section 551.073. Deliberations of a negotiated contract for a prospective gift or donation to the Brazos Valley Community Action Agency, Inc. if deliberation in an open meeting would have a detrimental effect on the position of Brazos Valley Community Action Agency, Inc. in negotiations with a third person; Section 551.074 Deliberations about the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee; Section 551.076. Deliberations regarding the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit.

*Consent agenda items are noted by **

Action items are noted by #

Frequently Referred to Acronyms

AAA - Area Agency on Aging

ACF - Administration for Children and Families

AFI - Assets for Independence

BPHC - Bureau of Primary Health Care

BTD - Brazos Transit District

CACFP - Child and Adult Care Food Program

CAPLAW - Community Action Program Legal Services, Inc.

CEAP - Comprehensive Energy Assistance Program

CDBG - Community Development Block

CHDO Grant - Community Housing Development Organization

CSBG - Community Services Block Grant

CSM - Centers for Medicare and Medicaid Services

DADS - Department of Aging and Disability Services

DHHS - Department of Health and Human Services

DOE - Department of Energy

DSHS - (Texas) Department of State Health Service

FQHC - Federally Qualified Health Center

HRSA - Health Resources & Service Administration

IDA - Individual Development Account

IHEAP - Low Income Housing and Energy Assistance Program

NPI - National Performance Indicators

PDS – Plan Due Study

TACAA - Texas Association of Community Action Agencies

TACHC - Texas Association of Community Health Center