

## **Brazos Valley Community Action Programs Board of Directors Meeting**

DATE: Wednesday, March 8, 2017

LOCATION: Bryan College Station  
Community Health Center  
Classroom, 3370 S. Texas  
Bryan, Texas 77802

TIME: 3:00 pm

### **AGENDA**

- I. Call to Order – James McCullough, Chair
- II. Roll Call— James McCullough, Chair
- III. Recognition of a Quorum— James McCullough, Chair
- IV. Consideration/Approval of Consent Agenda (items marked \*)—James McCullough  
Chair
  - A. Approved March 8, 2017 Board Agenda \*
  - B. Conflict of Interest \*
  - C. Approval of February 8, 2017 Minutes \*
  - D. HR Report \*
  - E. CEAP Report \*
  - F. CSBG Report \*
  - G. DOE WAP & LIHEAP WAP \*
  - H. Food Service Report \*
  - I. WIC Report \*
  - J. NPI Report \*
  - K. Head Start Policy Council Minutes and Program Reports for December and  
January - [written] Stacie Stefka (\*)
    - 1. Financial Reports for December and January (American Express, Sam's,  
Fuelman) \*
    - 2. Enrollment Reports for December and January \*
    - 3. CACFP (Child and Adult Care Food Program) Reports for December and  
January \*
    - 4. In-Kind Match Reports for December and January
    - 5. Governance Checklist \*
  - L. Governance \*
    - 1. OHS ERSEA Notice of Monitoring
    - 2. Notice of CACFP Review
    - 3. DFPS Reports
    - 4. Program Information Notice from OHS
    - 5. OHS Annual Update of Poverty Guidelines
  - M. Proposed Revision of 2017 Holiday Schedule
- V. Presentation by Eric Todd and Cynthia Escamilla on side by side program and benefit  
comparisons between BVCAP and BVCOG.

- VI. Discussion and Possible Action on Strategic Planning for the future of BVCAP and its Administration (#)
- VII. Discussion and Possible Action on Proposed 2018 Holiday Schedule – Bobby Hubley and Cynthia Escamilla.
- VIII. Financial Report – Paul Sanders, CPA, Treasurer, and Vishal Kinra, CBO (#)
- IX. Consideration of date and time for next BVCAP Board Meeting—James McCullough, Chair (#)
- X. Consideration for Agenda Items for April 12, 2017 Board Meeting—James McCullough, Chair (#)
- XI. Action related to Executive Session, if needed-- Jimmie McCullough, Esq., Chair
- XII. 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

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

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

LIHEAP - Low Income Housing and Energy Assistance Program

NPI - National Performance Indicators

TACAA - Texas Association of Community Action Agencies