

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

DATE: Wednesday, October 10, 2018

LOCATION: HealthPoint Administration
Building

TIME: 2:15 pm

1500 University Dr. E.

College Station, Texas 77840

AGENDA

- I. Call to Order – James McCullough, Esq., Chair
- II. Roll Call— James McCullough, Esq., Chair
- III. Recognition of a Quorum— James McCullough, Esq., Chair
- IV. Introduction of New Board Member - James McCullough, Esq., Chair
- V. Consideration/Approval of Consent Agenda (items marked *)—James McCullough, Esq., Chair
 - A. Approved October 10, 2018 Board Agenda *
 - B. Conflict of Interest *
 - C. Approval of September 12, 2018 Minutes *
 - D. HR Report for September *
 - E. CEAP Report September *
 - F. CSBG Report for September *
 - G. CHDO Report for September *
 - H. DOE WAP & LIHEAP WAP for September *
 - I. Food Service Report for September *
 - J. WIC Report for September *
 - K. CSBG Report to TDHCA for August *
 - L. Head Start Policy Council Minutes and Program Report – [written] Stacie Stefka (*)
 1. Financial Report *
 - a. American Express Report *.
 - b. Texas Fleet Charges *
 2. Enrollment Report *
 3. CACFP (Child and Adult Care Food Program) Report *
 4. In-Kind Match Report *
 5. Hurricane Relief Request Grant *
 - M. Approval of Executive Director Timesheets for September *
 - N. Approval of Executive Director American Express Charges for September *
 - O. Annual 2019 CAP Plan Approval Letter
 - P. Governance (if needed)
- VI. Executive Director's Report – Bobby Hubley, Executive Director

- A. Facilitated Board Retreat Update (#)
- B. 2018 CAP Update
- C. Update on Food Services Program

VII. Committee Reports:

- A. Financial Report – Paul Sanders, CPA, Treasurer, and Darla Patterson (#)
- B. Executive Committee: James McCullough, Esq., Chair (#)
- C. Executive Director Search Committee: James McCullough, Esq., Chair (#)
- D. Membership Committee: Mike Sutherland, Chair (#)

VIII. Convene into Executive Session, if needed – James McCullough, Esq., Chair (#)

IX. Action related to Executive Session, if needed-- Jimmie McCullough, Esq., Chair (#)

X. Consideration of date and time for next BVCAP Board Meeting—James McCullough, Esq., Chair (#)

XI. Consideration for Agenda Items for November 14, 2018 Board Meeting—James 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 Programs, 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 Programs 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 Programs if deliberation in an open meeting would have a detrimental effect on the position of Brazos Valley Community Action Programs 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
AFI - Assets for Independence
CSBG - Community Services Block Grant
DADS - Department of Aging and Disability Services
CAPLAW - Community Action Program Legal Services, Inc
CEAP - Comprehensive Energy Assistance Program
CDBG - Community Development Block CHDO Grant –
Community Housing Development Organization
DHHS - Department of Health and Human Services

ACF - Administration for Children and Families
CACFP - Child and Adult Care Food Program
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
TDHCA – Texas Department of Housing and Community Affairs