



COMMUNITY ACTION PROJECT OF TULSA COUNTY

Board of Directors Meeting

November 8, 2018 – 7:30 a.m.

4606 S. Garnett, Boardroom on Second Floor
Tulsa, Oklahoma

AGENDA

(Board may take action on any of the agenda items listed below.)

1. Call to Order

- a. Compliance with Oklahoma Open Meeting Act
- b. Disclosure of Conflicts of Interest
- c. Introductions, Roll Call, and Declaration of Quorum

CONSENT AGENDA

All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and action on the following items:

- 2. Minutes from September 13, 2018 meeting**
- 3. New Board Member, Shalyone Richardson, Policy Council President**
- 4. 2019 Meeting Dates**

BUSINESS AGENDA

- 5. Consideration of and Motion on approval of the Finance Committee Report**
 - a. Finance Committee Minutes
 - b. Financial Reports
 - c. Credit Card Report
 - d. Fund Development Report
- 6. Consideration of and Motion on approval of the Client Services Reports**
 - a. Client Services Committee Report
 - b. School Readiness Goals & Data Sources
 - c. Head Start and Early Head Start Reports
 - d. Policy Council Minutes and Report
- 7. Human Resources Committee Report**
- 8. Consideration of and Motion on approval of EEO Affirmative Action Plan for 2018-19**

9. Consideration of and Motion on approval of the 2019 Employee Benefit Renewal and Contract with Blue Cross Blue Shield
10. Consideration of and Motion on approval of Wipfli as Auditor for 2018 Year End
11. Consideration of and Motion on approval of the Application for Community Development Block Grant (CDBG) funds
12. Consideration of and Motion on approval of the 2017 Tax Form 990
13. Consideration of and Motion on approval of a new ECP Policy 126 – Transition out of the Program and revised ECP Policies: 119 - Short Term Exclusion and 120 – Re-admission Guidelines after Short-Term Exclusion
14. Consideration of and Motion on approval of 2018-19 Policy Council Bylaws
15. Consideration of and Motion on approval of Board and Policy Council Internal Dispute Resolution Procedure
16. Consideration of and Motion on approval of Shared Decision-Making & Shared Governance Policy
17. Consideration of and Motion on approval of Early Head Start Child Care Partnership Grant Application
18. Board Training – Shared Governance - Roles & Responsibilities including Head Start Program Governance Book
19. For information only: 3Q 2018 Operational Plan Update
20. For information only: Notice of Head Start/Early Head Start Federal Review
21. For information only: Head Start/Early Head Start Program Information Report Snapshot 2017-18
22. For information only: Office of Head Start Overview of Findings – Final Report (Closure)
23. For Information Only: Annual Community Needs Assessment Update
24. For Information Only: Head Start Annual Report 2017-2018
25. Executive Committee Report
26. Executive Director Report
27. Chief Operating Officer Report
28. New Business: Consideration of any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda
29. Adjournment