



COMMUNITY ACTION PROJECT OF TULSA COUNTY

Board of Directors Meeting

September 13, 2018 – 7:30 a.m.

Briarglen Early Childhood Education Center, 3303 S 121 E Avenue
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 July 19, 2018 meeting

3. Renewed board term for Brian Paschal

4. Annual Allocation for State Appropriated Funds for Community Action Agencies

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. Family Advancement Parent Survey Data
- c. CAP Tulsa Parent Survey Data
- d. Head Start and Early Head Start Reports
- e. Policy Council Minutes and Report

7. Human Resources Committee Report

8. Consideration of and Motion on approval of Policy: Authorization for Child Pick Up
9. Consideration of and Motion on approval of the Application for Head Start/Early Head Start Funds for 2019
10. Consideration of and Motion on approval of Brightwaters Housing Partnership – Write off of NRC Restrictions
11. Consideration of and Motion on approval of Proposed Head Start to Early Head Start Slot Conversion
12. Consideration of and Motion on approval of the Memorandum of Understanding with Madison Strategies Group-Tulsa Community WorkAdvance re HPOG Yr 4
13. Consideration of and Motion on approval of the Memorandum of Understanding with Tulsa Technology Center re: HPOG Yr 4
14. For information only: Risk Management Committee Update
15. For information only: 2Q 2018 Operational Plan Update
16. For information only: TAUW Funding Report
17. For information only: Update on Office of Head Start Overview of Findings and Corrective Action/Quality Improvement Plan
18. Training – Federal Review
19. Executive Session: Consideration and Vote to enter into an Executive Session pursuant to 25 O.S. §§ 307(B)(1) and 311(B) for the purpose of reviewing and discussing the Executive Director's Performance Appraisal
 - a. Enter into Executive Session
20. Vote to End Executive Session and Return to Regular Public Meeting
21. Consideration of and Motion to accept the Executive Director's Performance Appraisal and/or any other action items resulting from the Executive Session
22. Executive Committee Report
23. Executive Director Report
24. Chief Operating Officer Report
25. 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
26. Adjournment