



**COMMUNITY ACTION PROJECT OF TULSA COUNTY**

**Board of Directors Meeting**

*May 9, 2019 – 7:30 a.m.*

5330 E 31<sup>st</sup> Street, Boardroom on Main 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**

**2. Minutes from March 14, 2019 meeting**

**3. Renewed board term for George Charlton, Jr. – George was nominated by State Representative T. J. Marti as a representative of the public sector to serve another 3 year term on our board**

**4. Renewed board term for Dr. Kirt Hartzler – Kirt was nominated by Ken Kinnear, Union Public School Board Member, as a representative of the public sector to serve another 3 year term on our board**

**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. CareerAdvance Family Life Study Report
- c. Head Start and Early Head Start Reports
- d. Policy Council Minutes and Report

**7. Consideration of and Motion on approval of the Human Resources Committee Report**

**8. Consideration of and Motion on approval of the Revised Budget for 2019-20**

**9. Consideration of and Motion on approval of the 2019-20 Renewal Application for Early Head Start Child Care Partnership Grant Funding, Grant No. 06HP000065**

10. Consideration of and Motion on approval of the Contract with the Oklahoma State Department of Education for the Oklahoma Early Childhood Program
11. Consideration of and Motion on approval of 2019-20 Oklahoma Early Childhood Program State and Matching Funding and 2019-20 Partner Application and Agreement
12. Consideration of and Motion on approval of the Contract with Family & Children's Services including their budget
13. Consideration of and Motion on approval of the new Employee Handbook Policies 1609.1, 1609.2 and 1609.3 related to our updated Motor Vehicle Driving Expectations
14. Consideration of and Motion on approval of the Revised Employee Handbook Policy 1310, Tuition Assistance Plan
15. Consideration of and Motion to enter into an Executive Session of the Board, as authorized by Title 25, § 307 B.4 of the Oklahoma Statutes, for the purpose of confidential communications with its attorneys concerning a pending investigation
  - a. Enter into Executive Session
16. Consideration of and Motion to End Executive Session of the Board and Return to Regular Public Meeting
17. Consideration of and Motion to take action regarding matters discussed during the Executive Session of the Board
18. For information only: CompSource Workers Compensation Contract Renewal
19. For information only: Office of Head Start Monitoring Reports (Focus Area 2 and CLASS)
20. For information only: Safety Audit Report, Action Plan, and Improvement Plan
21. For information only: Q1 2019 Operational Plan Update
22. For information only: Risk Management Committee Update
23. For information only: 2019-20 School Calendar
24. For information only: Revised Core Values
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