



COMMUNITY ACTION PROJECT OF TULSA COUNTY

Board of Directors Meeting

September 14, 2017 – 7:30 a.m.

4606 S. Garnett Road, 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
- 2. Consideration of and Motion on approval of the Minutes from July 20, 2017 meeting**
- 3. 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
- 4. Consideration of and Motion on approval of the Client Services Reports**
 - a. Client Services Committee Report
 - b. Head Start and Early Head Start Reports
 - c. Parent Survey Data
 - d. Policy Council Minutes and Report
- 5. Consideration of and Motion on approval of the Human Resources Committee Report**
- 6. Consideration of and Motion on approval of the CAP Tulsa 2016 Tax Form 990**
- 7. Consideration of and Motion on approval of the Application for Head Start/Early Head Start Funds for 2018**
- 8. Consideration of and Motion on approval of Annual Allocation for State Appropriated Funds for Community Action Agencies**
- 9. Consideration of and Motion on approval of Nutrition Services Agreements with Tulsa Public Schools**
- 10. Consideration of and Motion on approval of Nutrition Services Agreements with Union Public Schools**
- 11. Consideration of and Motion on approval of Nutrition Services Agreements with Sand Springs Public Schools**

12. Consideration of and Motion on approval of the Revised Tuition Assistance Policy 1310, Employee Handbook
13. Consideration of and Motion on approval of the new Video Surveillance Policy 1712, the Employee Handbook
14. Consideration of and Motion on approval of the Revised Accounting & Financial Policies & Procedures, Sections 101.2, 202 and 306.7
15. Consideration of and Motion on approval of the Revised Privacy Policy
16. Consideration of and Motion on approval of the OECP Revised Budgets for 2017-18
17. For information only: Risk Assessment Action Plan Update
18. For information only: Notice of Grant Award Head Start 2017
19. For information only: 2Q 2017 Operational Plan Update
20. For information only: Child Achievement Data
21. 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
22. Vote to End Executive Session and Return to Regular Public Meeting
23. Consideration of and Motion to accept the Executive Director's Performance Appraisal and/or any other action items resulting from the Executive Session
24. Discussion - Board Assessment Plan of Action
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