

COMMUNITY ACTION PROJECT OF TULSA COUNTY
Board of Directors Meeting
September 12, 2024– 8:00 a.m.

Legacy Plaza, 5330 East 31st 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

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. Board Minutes from July 18, 2024**
- 3. Approval of Mica Harding to serve as Secretary for CAP Tulsa Board of Directors**
- 4. Approval of New Board Member Elizabeth Govig, Private Sector**
- 5. Annual Allocations for State Appropriated Funds for Community Action Agencies for 2024-25**

BUSINESS AGENDA

- 6. Consideration of and Motion on approval of the Finance Committee Report**
 - a. Finance Committee Minutes for August
 - b. Financial Reports for June and July
 - c. Credit Card Report for May and June
 - d. Fund Development Report
 - e. IT Report
- 7. Consideration of and Motion on approval of the Client Services Reports**
 - a. Client Services Committee Report
 - b. Head Start and Early Head Start Governance Report
 - c. Policy Council Minutes for July
- 8. Consideration of and Motion on approval of the Human Resources Committee Report**
- 9. Consideration of and Motion on approval for Hitesh Pushpraj to serve as Board Representative for CAP Tulsa Policy Council**

- 10. Consideration of and Motion on approval for the Renewal of Memorandum of Understanding and Subrecipient Agreement with Green Country Habitat & Boomtown Development**
- 11. Consideration of and Motion on approval of the Renewal of the Subrecipient Agreement with Growing Together for NeighborWorks**
- 12. Consideration of and Motion for Approval of the Application for 2024 Head Start/Early Head Start Grant Funds (Grant No. 06CH012014)**
- 13. Consideration and Motion on approval of the 2024 Community Needs Assessment Annual Update**
- 14. Consideration and Motion on approval of Organizational Standards 6.5 and 9.3 for Community Action Agencies – Strategic Progress & Adjustments**
- 15. For information only: Child Health & Safety Report**
- 16. For information only: CAP Cares Employee Assistance Fund Update**
- 17. For information only: Strategic & Operational Performance Dashboard**
- 18. For information only: Executive Director’s Mid-Year Review**
- 19. For information only: GKFF/BEST Implementing Partner Agreement for 2024-25 OECP and EHS Match Funds**
- 20. For information only: GKFF/BEST Implementing Partner Agreement for 2024-25 Home Visiting Match Funds MIECHV**
- 21. For information only: Q3 Pulse Survey Results**
- 22. For information only: FY25 OHS CLASS Review Notification**
- 23. President’s Report**
- 24. Executive Director’s Report**
- 25. New Business:** *[Pursuant to Title 25 Oklahoma Statutes, Section 311(A)(9), “...any matter not known about, or which could not have been reasonably foreseen prior to the time of posting.” 24 hours prior to meeting]*
- 26. Adjournment**
 - a) The next meeting is November 14, 2024**