



COMMUNITY ACTION PROJECT OF TULSA COUNTY
Board of Directors Meeting
May 11, 2023 – 8:00 a.m.

This meeting will be held at CAP Tulsa, 5330 East 31st Street, Tulsa, OK 74135
Boardroom on the Main Level

AGENDA

(Board may act 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 9, 2023, meeting**
- 3. Renewed Board Term for Paula Settoon**
- 4. Renewed Board Term for Carlos Bejarano**
- 5. Renewed Board Term for Brad Cunningham**
- 6. New Board Member, Ryan Alden**

BUSINESS AGENDA

- 7. Consideration of and Motion on approval of the Finance Committee Report**
 - a. Finance Committee Minutes-April
 - b. Financial Reports-February 2023 and March 2023
 - c. Credit Card Report – February 2023
 - d. Fund Development Report
 - e. IT Report
- 8. 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. Policy Council Minutes and Report
- 9. Consideration of and Motion on approval of the Human Resources Committee Report**
- 10. Consideration of and Motion on approval of the updated COVID 19 Mitigation Policy**
- 11. Consideration of and Motion on approval of the Budget Revisions to 2021 CRRSA and ARPA Grant Funds (06HE001364)**

- 12. Consideration of and Motion on approval of the 2023-24 Agreement with Oklahoma State Department of Education, and Oklahoma Early Childhood Program 2023-2024 Provider Agreements and Provider Budgets**
- 13. Consideration of and Motion on approval of the 2023-2024 Early Head Start-Child Care Partnership Funding Application (06HP000477)**
- 14. Consideration of and Motion on approval of the Agreement with Board of Regents of the University of Oklahoma, Child Achievement Research Partnership (CARP)**
- 15. Consideration of and Motion on approval of the Agreement with Board of Regents of the University of Oklahoma, OECP Evaluation**
- 16. Consideration of and Motion on approval of the Worker's Compensation Contract Renewal**
- 17. Consideration of and Motion on approval of Change in Scope application to Office of Head Start**
- 18. Consideration of and Motion on approval of the F&CS Contract and Budget for 2023-2024**
- 19. Consideration of and Motion on approval to Seek Proposals for OECP Web Portal Redesign and Upgrade**
- 20. Consideration of and Motion on approval of the Charles and Lynn Schusterman Family Philanthropies Grant Award**
- 21. For information only: Child Health & Safety Report**
- 22. For information only: 403(b) Annual Plan Review as of December 31, 2022**
- 23. For information only: 2023 Q1 Pulse Survey Results**
- 24. For information only: Q1 2023 Operational Plan Update**
- 25. For information only: Strategy & Operational Performance Dashboard Update**
- 26. For information only: Strategic Planning Update**
- 27. For information only: 2023-2024 School Calendar**
- 28. For information only: Q1 2023 Advocating for Families Update**
- 29. For information only: New Vendors added in Q1 2023**
- 30. For information only: MIECHV 5-year Funding Application**
- 31. For information only: FY 2023 OHS COLA & Quality Improvement Funding Guidance Letter for Grant 06CH012014**

32. For information only: FY 2023 OHS COLA & Quality Improvement Funding Guidance Letter for Grant 06HP000477

33. For information only: Board Assessment Update

34. For information only: OHS FA1 Program Performance Summary Report

35. President's Report

36. Executive Director Report

Mar 20: DC Public Schools re Pre-K Curriculum

Mar 21 & Apr 18: Mosaic Meeting

Mar 21: Dolly Parton Imagination Library Press Event

Mar 21: Cindy Decker, Tulsa Educare

Mar 21: Rachel Klein, Child Care Initiative, Los Angeles

Mar 21 & Apr 18: Housing Solutions Finance Committee

Mar 23: Catherine Hershey Early Childhood Schools Conference Speaker

Mar 25: BEST Community Advisory Group

Mar 27: Sherri Castle, OU ECEI

Mar 29: Julie Davis, YWCA

Mar 29: Ryan Alden, BOK – Board Candidate

Mar 30: TCC Child Development & Education Advisory Board

Mar 31: Sarah Gould & Kate Cofer, KKT Architects

Apr 3 – 5: Federal Review

Apr 4 & May 5: Housing Solutions Board

Apr 5: NHSA Board, Research and Evaluation Committee

Apr 13: GKFF Convening

Apr 19: Sophia Pappas, GKFF/BEST

Apr 20: Town Hall

Apr 21: Jennifer Norviel, Vikki Dobbins, OKDHS Child Care Services

Apr 21: Janae Bradford, City of Tulsa

Apr 24: Amy Brown, AEP/PSO – School Tour

Apr 25: LWV Madam President Event

Apr 26: Inclusion & Diversity Consortium

Apr 27: Racial Equity Institute

Spring Business & Budget Reviews – All Departments

School Visits: ECDC Reed, Rosa Parks, Frost

Interviews for Director, Finance & Accounting

37. 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

38. Adjournment