



**EOAC GOVERNING BOARD MEETING**  
**April 25, 2022, Rescheduled for**  
**MONDAY, MAY 2, 2022**  
**REMOTE & IN-PERSON**  
**5:30 P.M.**

**MEMBERS PRESENT**

Ben Perry – In Person  
Dytrun Thirkill – In Person  
Elizabeth Nelson – Zoom  
Cassey Burleson In-Person  
Billie Myers – In Person  
Nathesia White – In Person  
Charles Eaton – Zoom  
Christopher Chance – Zoom

**STAFF MEMBERS PRESENT**

Dorothy Marstaller – In Person  
Carl Ritter – In Person  
Susan Wilson – In Person  
Katie Johnson – In Person  
Kanisha Johnson – In Person  
Robert Kunze – In Person  
Brenda Sanchez – In Person  
Deborah Wesson – In Person  
Kelley Holdman – In Person

**MEMBERS ABSENT**

Gary Luft  
Susan Copeland  
Howard Childs  
Renee Turner  
Carolyn Cotton

**STAFF MEMBERS ABSENT**

Cassie Bianchi

**Call Meeting to Order**

Commissioner Perry called the meeting to order at 5:40 PM.

**Establish a Quorum**

A quorum was established

**Ordering of the Agenda**

Reordering of the agenda was needed to so that the August 31, 2021 EOAC Audit could be presented first.

**Mission Statement**

Commissioner Perry read the Mission statement.

**Public Comment**

There was no one present for public comment.

**Approve August 31, 2021, EOAC Audit Report**

Audit report for year ending August 31, 2021, was presented by independent auditor, Marlon Williams with McConnell, and Jones LLP. Mr. Williams spoke about the

conversion/transition to new software Skyward which caused a few challenges and delays. However, staff on both sides navigated well and completed the audit. Ms. Burleson asked for clarification as to why the firm was unable to compare this audit with previous year. Mr. Williams explained that the agency changed the physical year end which created an 18-month physical year. In summary Mr. Williams reported in Section "Schedule of Findings and Questioned Costs" for the EOAC Agency this was an unmodified opinion. No material weaknesses were found as well as no significant deficiencies identified. Audit found no non-compliance material regarding the financial statements. The Head Start program was the selected federal program to be audited this year. There were no findings to report. Part II "Financial Statement Audit" no findings were reported, Part III "Federal Awards Section" no findings were reported.

*Mr. Eaton made a motion to approve the August 31, 2021, EOAC Audit as presented. All in favor motion carries.*

#### **Consent Agenda**

No changes to the Consent Agenda

*It comes as a recommendation by the Executive Committee to accept the Consent Agenda items as presented. All in favor motion carries.*

#### **Financial Report**

Financial Report for period ending March 2022, was presented by Brenda Sanchez. Section 1 – Financial Summary, Section 2 – EOAC Check Register, Section 3 – Credit Card Statements (Organizational Standard 8.7) Ms. Sanchez stated that two programs were closed in March LIHEAP 2020-21 and CEAP 2020-21 and Head Start 2020-21 will be closing in April.

*It comes as a recommendation by the Executive Committee to approve the Financial Report as presented. All in favor motion carries.*

#### **Community Services Board Report**

Ms. Johnson presented the Community Services Board Report for March 2022. Organizational Standard 5.9

Ms. Johnson reported caseworkers are continuing to process rental assistance applications. High need zip codes are the same as last month; 76704, 76710, 76706, 76708, 76707. There are clients returning for a second request for rental assistance. Ms. Johnson reported that a homeless client who has been working with an EOAC caseworker is now working full-time and living in an apartment. The Community Assistance program is reaching out to other entities to visit about how they can assist each other to further help clients.

*It comes as a recommendation by the Executive Committee to approve the March 2022 Community Services Board Report as presented. All in favor motion carries.*

#### **Approve Head Start/Early Head Start 2021-2022 Middle of the Year Outcomes Report**

Katie Johnson reviewed the Head Start/Early Head Start Outcomes Report.

*It comes as a recommendation by the Executive Committee to approve the Head Start Early Head Start 2021-2022 Middle of the Year Outcomes Report. All in favor motion carries.*

**Appoint Nominating Committee**

Ms. Marstaller reviewed the names of those currently serving on the Nominating Committee, President Ben Perry, Vice-President Susan Copeland, and Board Member Howard Childs. There has been no interest in new members serving, or current serving members being removed. Commissioner Perry recommends current committee members to remain on committee.

*It comes as a recommendation by the Executive Committee that the current Nominating Committee members remain on the committee. All in favor motion carries.*

**Appoint Audit Committee**

Ms. Marstaller reviewed the names of those currently serving on the Audit Committee; President Ben Perry, Treasurer Gary Luft, Board Member Dytrun Thirkill. There has been no interest in new members serving, or current serving members being removed. Commissioner Perry recommends current committee members to remain on the committee.

*It comes as a recommendation by the Executive Committee that the current Audit Committee members remain on the committee. All in favor motion carries.*

**Appoint Personnel & Grievance Committee**

Ms. Marstaller reviewed the names of those currently serving on the Personnel & Grievance Committee, President Ben Perry, Vice-President Susan Copeland, Treasurer Gary Luft, Board Member Renee Turner. There has been no interest in new members serving, or current serving members being removed. Commissioner Perry recommends current committee members to remain on the committee.

*It comes as a recommendation by the Executive Committee that the current Personnel & Grievance Committee members remain on the committee. All in favor motion carries.*

**Appoint Marketing/Fund Raising Committee**

Ms. Marstaller reviewed the names of those currently serving on the Marketing/Fund Raising Committee, President Ben Perry, Vice-President Susan Copeland, Treasurer Gary Luft, Board Members Cassie Burlison, and Renee Turner. There has been no interest in new members serving, or current serving members being removed. Commissioner Perry recommends current committee members to remain on committee.

*It comes as a recommendation by the Executive Committee that the current Marketing/Fund Raising Committee members remain on the committee. All in favor motion carries.*

**Appoint Parliamentarian**

Ms. Marstaller reported that this appointment was served by former board member and attorney, Judith Benton.

*It comes as a recommendation by the Executive Committee to appoint appoint Board Member, Elizabeth Nelson as Parliamentarian. All in favor, motion carries.*

**Weatherization Bipartisan Infrastructure Law**

Robert Kunze reviewed information regarding the Bipartisan Infrastructure Law that could potentially allow Weatherization to receive \$7,000,000. This grant would be a five-year grant from the Department of Energy. Mr. Kunze reported that there has been no confirmation of an allotment and will not begin hiring additional staff until information has been verified.

**Head Start/Early Head Start Director's Report**

Ms. Wilson presented the Head Start/Early Head Start Director's Report.

1. Grants – Request to carryover unobligated Head Start operations funds of \$348,888 was approved and will be expended on curriculum. 1303 Application to Head Start was returned for clarification and has now been resubmitted. EOAC Head Start will apply for the 2022 Child Care Relief Funds, a one-time supplement to be used for expenses to maintain or resume operations including wage supplements and one-time bonuses.
2. Operations – Policy Council has asked for parents to be surveyed on the Proposed New Program Hours. Locations TED and Marlin had Child Care Licensing deficiencies due to staffing. A location for Mart Head Start has been identified availability and funding are pending.
3. Staffing – Ms. Wilson reported current staffing needs by campus.
4. Ms. Wilson reported on enrollment as of March 31, 2022, Head Start funded enrollment 610 actual enrollment 472. Early Head Start funded enrollment 180 actual enrollment 95.

**Executive Directors Report**

Ms. Marstaller presented the Executive Director's report. Training events and dates were discussed.

**Executive Session**

There was not an Executive Session for this meeting

**Adjournment**

Commissioner Perry adjourned the meeting at 6:23 PM

DocuSigned by:

*Commissioner Ben Perry*

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5/16/2022

*Board President*

*Date*