



EOAC GOVERNING BOARD MEETING
MONDAY, September 19, 2022
REMOTE & IN-PERSON
5:30 P.M.

MEMBERS PRESENT

Ben Perry – In Person
Dytrun Thirkill – Zoom
Elizabeth Nelson – In Person
Gary Luft – In Person
Susan Copeland – In Person
Cassey Burleson – Zoom
Christopher Chance – Zoom

STAFF MEMBERS PRESENT

Dorothy Marstaller – In Person
Carl Ritter – In Person
Robert Kunze – In Person
Susan Wilson – In Person
Kanisha Johnson – In Person
Brenda Sanchez – In Person
Bridget Montgomery – In Person
Dolores Garcia - In Person
Deborah Wesson – In Person

MEMBERS ABSENT

Howard Childs
Charles Eaton
Renee Turner
Nathesia White

STAFF MEMBERS ABSENT

All Present

Call Meeting to Order

Commissioner Perry called the meeting to order at 5:49 PM.

Establish a Quorum

A quorum was established

Ordering of the Agenda

No reordering of the agenda was needed

Mission Statement

Mission statement was read

Public Comment

There was no one present for public comment.

Consent Agenda

It was noted by Ms. Burleson to correct the members present for the August 22, 2022 Governing Board Minutes. No other changes to the Consent Agenda, the following items were approved.

- EOAC Executive Committee Minutes August 22, 2022
- EOAC Governing Board Minutes August 22, 2022
- Grant Writer Job Description
- Maintenance Technician Job Description
- Maintenance Custodial Job Description

- Weatherization Report

It comes as a recommendation from the Executive Committee to approve the consent agenda items and correct the members present for the August 22, 2022 Governing Board Minutes. All in favor motion carries.

Monthly Financial Report (Organizational Standard 8.7)

Ms. Sanchez reported that because the fiscal year end of 08/31/2022 additional review and year end closing preparation required additional time. The financial report for August 31, 2022, will be reported at the October EOAC board meeting.

No action taken at this time.

Community Services Board Report (Organizational Standard 5.9)

Ms. Johnson presented the Community Services Board Report for September 2022. CEAP 2,754 households have been assisted. Rental Assistance ERA 1 ends September 30, 2022. ERA 2 \$721,220.04 has been obligated applications for ERA ended August 26, 2022. Ms. Johnson reported on upcoming outreach community events Community Services will try and attend. Much praise from board members to Ms. Johnson and the Community Services department.

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

Approve 2022-2023 Preliminary Self-Assessment Plan

Ms. Wilson presented the 2023 Federal Review Head Start Preliminary Self-Assessment timeline for approval. As part of the assessment interviews will take place to prepare the agency. Ms. Wilson reported that a follow up Self-Assessment is planned for Spring 2023.

It comes as a recommendation from the Executive Committee to approve the EOAC Head Start 2022-2023 Preliminary Self-Assessment as presented. All in favor, motion carries.

Approve 2021-2022 Early Head Start Summer Outcomes Report

Ms. Montgomery presented the 2021-2022 Early Head Start Summer Outcomes Report for approval. Children rated 78% or higher in each area of the developmental assessment meeting or exceeding expectations. Also noted were areas of concern, Language and Literacy. Ms. Copeland asked for explanation on physical development, Ms. Montgomery responded that such skills as hop, run, skip are measured.

It comes as a recommendation from the Executive Committee to approve the 2021-2022 Early Head Start Summer Outcomes report as presented. All in favor, motion carries.

Approve Health Benefits Proposal

Ms. Marstaller presented the Health and Benefits Proposal that will be administered by third party administrator Higginbotham. Blue Cross/Blue Shield was the lowest proposer, with a 4.2% increase.

It comes as a recommendation from the Executive Committee to approve the Health Benefits Proposal as presented. All in favor, motion carries.

Approve Unrestricted Fund Balance Policy

Ms. Marstaller presented the Fund Balance Policy for review and approval. Ms. Marstaller will revise the language in the policy to include “maintenance/repairs, groundskeeping and other applicable upkeep for property at 1800 N. Valley Mills Waco, Texas.

It comes as a recommendation from the Executive Committee to approve the Unrestricted Fund Balance Policy with revised language as specified. All in favor, motion carries.

Approve the Resignation of Ms. Billie Myers

Ms. Marstaller reported that Ms. Billie Myers resigned from the EOAC/WCS Board effective September 9, 2022

It comes as a recommendation from the Executive Committee to accept the resignation of Ms. Billie Myers. All favor, motion carries.

2021-2022 Head Start & Early Head Start Program Information Report

Ms. Wilson reported on the 2021-2022 Head Start & Early Head Start Program Information Report. Children performed well above the average for the state overall.

Head Start/Early Head Start Director’s Report

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

- 1. Operations
 - a. New Road is waiting on licensing visit
 - b. Status of Mitchell Investigation was presented
- 2. Classroom staff vacancies were reported on all locations

Executive Directors Report

Ms. Marstaller presented the Executive Director’s report which included an update on the 1800 N. Valley Mills Rd building.

Recognition


Ben Perry	5 Years of Service
Cassy Burleson	8 Years of Service

Executive Session

No Executive Session

Adjournment

Commissioner Perry adjourned the meeting at 6:10 PM

DocuSigned by:

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10/13/2022

Board President

Date