



EOAC GOVERNING BOARD MEETING
MONDAY, April 22, 2024
In-Person & Zoom
5:30 P.M.

MEMBERS PRESENT

Dytrun Thirkill	In Person
Cassy Burleson	In Person
Susan Copeland	In Person
Elizabeth Nelson	In Person
Ben Perry	In Person
Renee Tuner	Zoom
Nathesia White	Zoom
Howard Childs	Zoom

STAFF MEMBERS PRESENT

Robert Kunze	In Person
Jeff Case	In Person
Susan Wilson	In Person
Deborah Wesson	In Person
Ashley Smallwood	In Person

STAFF MEMBERS

Kanisha Johnson

ABSENT

MEMBERS ABSENT

Gary Luft	Absent
Christopher Chance	Absent
Charles Eaton	Absent

VISITOR

None

Call Meeting to Order

Ms. Copeland called the meeting to order at 5:33 PM.

Establish a Quorum

A quorum was established.

Ordering of the Agenda

No changes to the order of the agenda

Mission Statement

Mission statement was read by Mr. Perry

Public Comment

No public comment.

Appoint Renee Rains as New Board Member

No Action Taken – Item moved to May 2024 Meeting

Consent Agenda

No changes to the consent agenda, the following items were approved.

- 1 EOAC Executive Committee Meeting Minutes 3.25.2024
- 2 EOAC Governing Board Meeting Minutes 3.25.2024
- 3 Weatherization Report

It comes as a recommendation from the Executive Committee to approve the consent agenda items as presented. All in favor, motion carries.

Approve Monthly Financial Report for February 2024

(Organizational Standard 8.7)

Mr. Case presented the unaudited Financial Report for the period ending March 2024. Revenues through March \$16,041,779, expenditures through March \$16,686,503. Mr. Case reported an excess (deficit) revenue to expenditures for March \$644,724. Bank Reconciliation, Check Registers and Credit Card Statements were made available for board review. Mr. Case updated members of the board on the status of possible IRS fines for two separate years. Mr. Case reported the 2023 grants that were extended into year 2024 have now been closed. Programs are now operating with 2024 funding. Mr. Case reports no financial concerns.

It comes as a recommendation from the Executive Committee to approve the Monthly Financial Report for March 2024 as presented. All in favor, motion carries.

Community Services Board Report (Organizational Standard 5.9 and 2.3)

Mr. Kunze presented the Community Services Board Report.

CSBG (Community Service Block Grant)

- 1 Case Management client enrolled in a vocational training program and earned certification.
- 3 Case Management clients obtained employment up to a living wage or higher.
- TOP (Transition out of Poverty) PY 2024 Goal = 19
15 clients currently enrolled and currently working towards TOP

CSBG Case Managers received on-site training from the Texas Department of Housing and Community Affairs CSBG Trainer

Service Delivery

Applications are being accepted via mail, fax, and drop off.

Outreach – (Organizational Standard 2.3)

- Limestone/Freestone County CRCG - April 5
- Southern Careers Institute Spring Fling - April 12
- Johnette Hicks Head Start Family Fun Day - May 22 (two case managers not attending TACAA conference)

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

Governing Board Special Committees 2024

It is the recommendation of the executive committee; Ben Perry, Susan Copeland, Gary Luft, Elizabeth Nelson, Dytrun Thirkill that all EOAC special committees remain the same for 2024 year; should members resigned their special committee vacancy will be filled as soon as possible.

Appoint Executive Committee Members

Executive Committee members re-appointed to serve for the 2024 year; Ben Perry, Susan Copeland, Gary Luft, Elizabeth Nelson, Dytrun Thirkill.

Appoint Nominating Committee

Nominating Committee members re-appointed to serve for the 2024 year; Ben Perry, Dr. Howard Childs, Susan Copeland.

Appoint Audit Committee

Audit Committee members re-appointed to serve for the 2024 year; Ben Perry, Gary Luft, Dytrun Thirkill.

Appoint Personnel and Grievance Committee

Personnel & Grievance Committee members re-appointed to serve for the 2024 year; Ben Perry, Susan Copeland, Gary Luft, Renee Turner.

Appoint Marketing/Fund Raising Committee

Marketing/Fund Raising Committee members re-appointed to serve for the 2023 year; Dr. Cassy Burleson, Susan Copeland, Gary Luft, Ben Perry, Renee Turner

It comes as a recommendation from the Executive Committee to re-appoint the 2023 committee members as listed above to serve for the 2024 year. All in favor, motion carries.

Approve the Review of Bylaws by EOAC Attorney (Organizational Standard 5.3)

Mr. Kunze reviewed the the bylaw changes/revisions recommended by the agency's attorney. Mr. Kunze explained that CSBG Organizational Standard 5.3 requires bylaws to be reviewed by an attorney every five years.

It comes as a recommendation from the Executive Committee to approve the Bylaw revisions as presented. All in favor, motion carries.

Approve 2024-2025 Head Start & Early Head Start Program Calendar

Ms. Wilson presented the 2024-2025 Head Start/Early Head Start program calendar for approval. Ms. Wilson added that the calendar is aligned with Waco ISD. Mr. Luft asked if there were any conflicts in dates with Wilson responded, no. Early release days were added, to assist with staff in-service/professional development. Brief discussion.

It comes as a recommendation from the Executive Committee to approve the 2024-2025 Head Start & Early Head Start Program Calendar as presented. All in favor, motion carries.

Head Start/Early Head Start Director's Monthly Report

Ms. Wilson reported the on the following updates:

- . Health & Safety Incident reported to OHS:
 - 3/26/24: regarding an incident between a teacher who inappropriately disciplined a child at Thurman E. Dorsey (TED). The child is still enrolled; the staff was terminated. An investigation by child-care licensing is pending.
 - 4/3/24: regarding two unrelated child accidents that occurred on separate days at TED. Both children went to the doctor. One required stitches, and the other did not receive treatment. Both children have returned to school.

Ms. Wilson informed the board that she will apply for a 10% Disabilities Enrollment waiver as of March 2024 Head Start currently has 6.2% and Early Head Start 13.9% of children with disabilities enrolled. In addition, Ms. Wilson will apply for a waiver of the annual 20% In-Kind requirement.

Also reported:

- Solar Eclipse: All children and staff were provided glasses to view the Solar Eclipse.

Head Start staff participated in 2 Job Fairs: 4/10/24 MCC Career Day/Job Fair and 4/11/24 Midway ISD to recruit EHS staff for the upcoming conversion.

Executive Director's Report

Mr. Kunze reported on the following.

- No Recognition
- Mr. Kunze reminded board members of the Open Meetings training that needs to be completed.

- Update and discussion on 1800 N. Valley Mills, construction permit was approved by the city. Parking lot lighting completed. Temporary sign scheduled to be installed next week.
- Sale of Waco Charter School building closing date update; May 1, 2024

Discussion Personnel

No Discussion

Executive Session

No Executive Session

Action Item – Personnel

No Action Taken

Adjournment

Mr. Perry adjourned the meeting at 6:03 PM

DocuSigned by:

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4/30/2024

Vice-President

Date