

**BOARD OF DIRECTORS MEETING
MONDAY, FEBRUARY 26, 2018
CENTRAL OFFICE
5:30 P.M.**

MEMBERS PRESENT

**Robert Rowe
Sara Pinner
Renee Turner
Susan Copeland
Gary Luft
Carolyn Cotton
Elizabeth Nelson
Commissioner Ben Perry
Dr. Sylvia Edwards-Borens
Dr. Cassey Burleson**

MEMBERS ABSENT

**Judith Benton
Stephanie Abright
Dr. Howard Childs**

STAFF PRESENT

**John Key
Terry McDaniels
Debora Jones
Sabrina Gray
Candice Lovell
Kristine Jackson
Sylvia Flores
Vickie Rodriguez**

The meeting was called to order at 5:30 p.m. by Board Chair, Robert Rowe.

ESTABLISH QUORUM

A quorum was established.

ORDERING OF AGENDA

The agenda was reordered to move #16 Presentation & Review of Organization Employee Insurance & Benefits before #7 Election of Waco Charter School Representative to the Board of Directors.

MISSION STATEMENT

Robert Rowe read the Mission Statement.

PUBLIC COMMENTS

There were none.

RECOGNITION OF EOAC CCS EMPLOYEE – VICKIE RODRIGUEZ

Vickie Rodriguez was recognized by the Heart of Texas Workforce Board as employee professional of the year.

PRESENTATION & REVIEW OF ORGANIZATION EMPLOYEE INSURANCE & BENEFITS

Ashley Reinke reported that there was a correction to the plan; preventive services are 100% covered. Dr. Sylvia Edwards-Borens asked how many employees have accepted the plan. Ashley Reinke was unsure of the number, but reported that it is believed at least 30 out of the 200 employees are needed to keep the plan. It was discussed that there are no emergency room visits, and no hospitalization. Ashley Reinke reported that 197 employees were on the plan prior to this plan. Commissioner Perry stated, this is not an ideal plan. Everybody take care of yourself cross your fingers; this is the only plan. Mrs. Turner asked, "How did we get here?" Commissioner Perry stated that we are upside down.

ELECTION OF WACO CHARTER SCHOOL REPRESENTATIVE TO THE BOARD OF DIRECTORS

The Executive Committee recommends that this agenda item be tabled, all in favor, motion carries unanimously.

MINUTES #8-#9-#10-#11-#12 & #13

The Executive Committee recommends approval of agenda #8 Minutes-Audit Committee 01/11/2018, #9 Minutes-Executive Committee 01/17/2018, #10 Minutes-Executive Committee/Personnel Committee 02/24/2018, #11 Minutes-Executive Committee 01/29/2018, #12 Minutes-Executive Committee 02/02/2018, and #13 Minutes-Board of Directors 01/17/2018, all in favor, motion carries unanimously.

CFO NOTES/EXPENDITURE REPORT JANUARY 2018

Kristine Jackson presented the CFO Notes/Expenditure Report for January 2018 for review, and approval. Kristine Jackson reported that we are spending the money we have been given. Weatherization funds will be moved to CEAP to assist clients.

The Executive Committee recommends approval of the CFO Notes/Expenditure Report for January 2018, all in favor, motion carries unanimously.

PRESENTATION OF WEBSITE DESIGN & ORGANIZATION LOGO

Mr. Key reported that the new logo will be put on agency letter head, and on the website.

EOAC ELIMINATION OF PERSONNEL HALF DAY (4 HOURS) MEDICAL TIME FOR PHYSICAL

The Executive Committee recommends the removal of the half day (4 hours) for medical time off for physicals as submitted, all in favor, motion carries unanimously.

UPDATE ON OPEN MEETINGS TRAINING

Mr. Key reported that four board members have not completed their training. Mr. Key reported that Monitors wrote us up for this. Carolyn Cotton, Commissioner Ben Perry, Gary Luft, and Elizabeth Nelson need to complete their Open Meetings training.

UPDATE ON BOARD BY-LAWS

The Executive Committee recommends tabling this agenda item for further review, all in favor, motion carries unanimously.

The Executive Committee will meet on Thursday, March 8, 2018, to work on the By-Laws. All board members were provided a copy of the By-Laws in their February 26, 2018 board packet.

DISCUSSION AND UPDATE OF HS/EHS BY-LAWS

The Executive Committee recommends tabling this agenda item until the EOAC By-Laws are finalized, all in favor, motion carries unanimously.

ELECTION OF NEW MEMBER OF BOARD OF DIRECTORS TO SERVE IN FINANCIAL POSITION MEETING HS REQUIREMENTS

The Executive Committee recommends tabling this agenda items, all in favor, motion carries unanimously.

PRESENTATION ON DIVERSITY PLANNING AND TRAINING

Mr. Key reported that he would like to invite two more people to come in and provide training. Mr. Key will make this an organizational wide training.

TEACH SYMPOSIUM IN NORTH CAROLINA-TAMERA CARTER

Vickie Rodriguez reported that Julie Talbert is unable to attend the TEACH Symposium this year due to training in Ft Worth. Tamera Carter will attend the TEACH Symposium in-stead of Julie Talbert. The Workforce will reimburse EOAC Child Care Services for Tamera Carter's travel.

The Executive Committee recommends approval for Tamera Carter to attend the TEACH Symposium in North Carolina, all in favor, motion carries unanimously.

COMMUNITY PROGRAMMING DIRECTOR'S REPORT-STANDARD 5.9

Sylvia Flores reported that 333 new clients have been served, and data has been collected. (Standard 2.2 as part of the community assessment the organization collected and includes current data specific to poverty and to prevalence related to gender, age, and race/ethnicity for their service area(s).)

Sylvia Flores reported that 336 CEAP utility vouchers, 26 Energy Aid utility vouchers, and 6 CSBG Vouchers have been processed. These vouchers assisted with the payment of rent, deposits, and water. Sylvia Flores reported that Wednesday, February 21, 2018, will be our last day reporting to North Baptist Church Care Center in Corsicana, Texas. Clients in that area will be able to fax, or mail, their applications in. We will have to find another location in Corsicana to service clients. (Standard 5.9 The organization's governing board receives programmatic reports at each regular board meeting)

WEATHERIZATION REPORT

Candice Lovell reported that we are actively looking for a Weatherization Director, and/or Assessor. Candice Lovell stated that she lacks the knowledge needed for the positions. Candice Lovell stated that if we can't assess houses, we will lose weatherization funding, and CEAP, and CSGB will follow.

Dr. Cassey Burleson asked, "When do applications close." Ashley Reinke stated that the positions are open until filled.

SELF ASSESSMENT RESULTS/PROGRAM IMPROVEMENT PLAN

Debora Jones presented the self-assessment results/program improvement for review and approval.

The Executive Committee recommends approval of the self-assessment results/program improvement plan as presented, all in favor, motion carries unanimously.

2018 CONFERENCE-NEW ORLEANS

The Executive Committee recommends approval of three employees attending the 2018 conference in New Orleans, all in favor, motion carries unanimously.

IMPASSE POLICY/PROCEDURES

The Executive Committee recommends tabling this agenda item, as it ties in with the By-Laws, all in favor, motion carries unanimously.

SHARED DECISION MAKING

The Executive Committee recommends tabling this agenda item, as it ties in with the By-Laws, all in favor, motion carries unanimously.

NOTICE OF REQUIREMENT FOR RE-COMPETITION

Debora Jones reported that EOAC is required to re-compete for the HS/EHS programs.

Gary Luft asked, "Can we expect others to compete?" Debora Jones responded, "Yes."

Debora Jones stated that there have been a lot of discussions with another non-profit. Gary Luft asked, "Who is that non-profit?" John Key responded, "Prosper Waco."

Debora Jones stated that 85% of enrollment is three-year old's. Debora Jones stated that Head Start/Early Head Start receives \$7.6 million to serve 999 participants, and employ 179 employees, serves McLennan and Falls counties,

and have been in a collaboration with Waco ISD since 1998. Debora Jones stated that Waco ISD want the three-year old's.

Elizabeth Nelson asked, "If Waco ISD and Prosper Waco are successful in getting the Head Start Program, what would happen to the rural area (Falls County-Head Start)?" Debora Jones said she didn't know.

Commissioner Ben Perry stated, "It is better to be proactive than reactive."

The Executive Committee recommends that Debora Jones move forward with the Re-Competition proposal, all in favor, motion carries unanimously.

SUMMARY PLAN DIRECTOR'S REPORT

Debora Jones reported that Head Start/Early Head Start met funded enrollment, and the children are being fed.

The Executive Committee recommends approval of the Summary Plan Director's Report as presented, all in favor, motion carries unanimously.

CONSENT AGENDA ITEMS

The Executive Committee recommends approval of CCS Performance Measures, CCS Affordable Levels, and Summary of Audit Findings FYE 2017.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:20 p.m.



Board Chair

2-26-18

Date