

## **Brazos Valley Community Action Programs Board of Directors Meeting**

DATE: Wednesday, December 9, 2020

LOCATION: Center for Regional Services  
(BVCOG) Board Room  
3991 E. 29<sup>th</sup> Street  
Bryan, Texas 77802

TIME: 2:00 pm

### ZOOM MEETING OPTION:

To join the Zoom meeting for the BVCOG Board Meeting, please go to:

<https://zoom.us/j/91243871672>. The meeting ID is **912 4387 1672**.

Dial by your location

+1 346 248 7799 (Houston)

Meeting ID: 912 4387 1672

### **AGENDA**

- I. Call to Order – Mr. James McCullough, Esq., Chair
- II. Call— Mr. James McCullough, Esq., Chair
- III. Recognition of a Quorum— Mr. James McCullough, Esq., Chair
- IV. Member of the public’s address to BVCAP’s Board regarding an item on the agenda of BVCAP before or during the BVCAP Board’s consideration of the item.
- V. Introduction of New Board Member - Mr. James McCullough, Esq., Chair
- VI. Consideration/Approval of Consent Agenda (items marked \*) – Mr. James McCullough, Esq., Chair
  - A. Approved December 9, 2020 Board Agenda \*
  - B. Conflict of Interest \*
  - C. Approval of October 14, 2020 Minutes \*
  - D. HR Report for October \*
  - E. CEAP Report for October \*
  - F. CSBG Report for October \*
  - G. CHDO Report for October \*
  - H. DOE WAP & LIHEAP WAP for October \*
  - I. Food Service Report for October \*
  - J. Head Start Director’s Report – Ms. Lucy Monarrez (\*) No meeting because of lack of a quorum.???
  - K. Approval of Associate Executive Director American Express Charges for October \*
  - L. Governance (if needed)
- VII. Executive Director’s Report – Mr. Tom Wilkinson, Executive Director and Mr. Bobby Hubley, Associate Executive Director

- VIII. Organizational Standards – Mr. Bryan Jones, Program Manager and Ms. Michelle Morehead, Senior Case Manager (#)
  - A. Organizational Standards Update
  
- IX. Committee Reports:
  - A. Finance Committee: Mr. Paul Sanders, CPA, Treasurer, and Ms. Darla Patterson (#)
  - B. Executive Committee: Mr. James McCullough, Esq., Chair (#)
  - C. Membership Committee: Judge Byron Ryder (#)
  - D. Quality Assurance: presentations of self-audits, corrective action plans and implementation of the corrective action plans for selected programs. Selected Program: CARES Act Programs (#)
  
- X. Update, implementation, plans and next steps of Brazos Valley Council of Governments (BVCOG) providing administrative and fiscal services to Brazos Valley Community Action Programs (BVCAP) including but not limited to approvals from granting agencies, appointment of Executive Director, engagement, and utilization of legal services to assist the implementation, employment of personnel, employee benefits. - James McCullough, Chair; Bobby Hubley, Tom Wilkinson (#)
  
- XI. Convene into Executive Session, if needed – Mr. James McCullough, Esq., Chair (#)
  
- XII. Action related to Executive Session, if needed – Mr. Jimmie McCullough, Esq., Chair (#)
  
- XIII. Consideration of date and time for next BVCAP Board Meeting – Mr. James McCullough, Esq., Chair (#)
  
- XIV. Consideration for Agenda Items for February 12, 2021 Board Meeting – Mr. James McCullough, Esq., Chair (#)
  
- XV. Adjournment – Mr. James McCullough, Esq., Chair

*The Brazos Valley Council of Governments/BVCAP is wheelchair accessible. For special accommodations or sign interpretive services, please call BVCOG at 979-595-2800 at least 72 hours in advance.*

[1] At any time during the meeting of the Board of Directors of Brazos Valley Community Action Programs, the Board of Directors may meet in Executive Session (closed meeting) for one or more agenda items for any of the reasons listed as set out in the following sections of the Texas Government Code: Section 551.071 Consultations with attorney to seek advice about pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act; Section 551.072. Deliberations about purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the Brazos Valley Community Action Programs in negotiations with a third person; Section 551.073. Deliberations of a negotiated contract for a prospective gift or donation to the Brazos Valley Community Action Programs if deliberation in an open meeting would have a detrimental effect on the position of Brazos Valley Community Action Programs in negotiations with a third person; Section 551.074 Deliberations about the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee; Section 551.076. Deliberations regarding the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit.

*Frequently Referred to Acronyms*

*AAA - Area Agency on Aging*

*ACF - Administration for Children and Families*

*AFI - Assets for Independence*

*CACFP - Child and Adult Care Food Program*

*CAPLAW - Community Action Program Legal Services, Inc.*

*CEAP - Comprehensive Energy Assistance Program*

*CDBG - Community Development Block CHDO Grant –*

*Community Housing Development Organization*

*CSBG - Community Services Block Grant*

*DADS - Department of Aging and Disability Services*

*DHHS - Department of Health and Human Services*

*OE - Department of Energy*

*DSHS - (Texas) Department of State Health Service*

*LIHEAP - Low Income Housing and Energy Assistance Program*

*NPI - National Performance Indicators*

*TACAA - Texas Association of Community Action Agencies*

*TDHCA – Texas Department of Housing and Community Affairs*

*BVAHC – Brazos Valley Affordable Housing Corporation*