



Hill Country Community Action Association, Inc.

Tama Shaw, Chief Executive Officer

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Case Management, Energy Assistance, Weatherization, Aging, Nutrition, RSVP, Head Start

Official Meeting – HCCAA Governing Board of Directors

November 13, 2018

Board Meeting – 4:00 P.M.

Bell County Expo Center – Champions Club Building

301 W. Loop 121, Belton, TX

AGENDA

- 1) Call to Order, Establishment of Quorum
- 2) Opening Prayer
- 3) Approve October 2, 2018 Board Minutes, **Action Item, p. 1**
- 4) Approval of New Board Members / Terms and Resignations – **Action Item, p. 9**
- 5) **Action Items**

Financial Reports – Tama Shaw

- Form 272 Reports for Head Start and RSVP - ending 9-30-18 **p. 11**
- Agency, **p. 13**
- Head Start, **p. 16**
- Early Head Start, **p. 19**
- CSBG, **p. 22**
- Nutrition Program
- Resolution Delegating Authority to CEO, **p. 25**
- Project Approval for Application to the Central Texas Workforce Board – 01/01/19 – 12/31/19 – Child Care Services (Provider Payments) – Tama Shaw, **p. 26**
- Reorganization Plan to Fill CFO Position – Tama Shaw, **p. 29**
- Revised Salary Schedule – Tama Shaw, **p. 32**
- Selection of Interim Chief Financial Officer, **p. 34**
- Resolution Designating Christy Pierce as HCCAA Administrator for Compass Bank, **p. 35**

**Dedicated to providing opportunities and resources to improve the lives of
low-income children and families and the elderly in Central Texas**

A United Way Agency



- Head Start Information Memorandum from Administration for Children and Families – Integrating Approaches that Prioritize and Enhance Father Engagement - Kim Daniel, **p. 36**
- Head Start Program Report - Kim Daniel, **p. 53**
- Project Approval for Application for Nutrition Services - 01/01/19–12/31/19 – Kimbra Hobbs
 - United Way of Greater Fort Hood Area – Killeen/Copperas Cove, **p. 54**
 - United Way of Central Texas – Belton/Temple, **p. 54**
- Monitoring Report of Nutrition Program by the Texas Health and Human Services Commission – Kimbra Hobbs, **p. 55**
- Nutrition Program Report – Kimbra Hobbs, **p. 56**
- RSVP Program Report - Ronnie Ault, **p. 57**
- Weatherization Program Report – Christy Pierce, **p. 58**
- Bell County HELP Centers Program Report – Ashley Johnson, **p. 49**
- CSBG Performance Reports / Dashboard – Ashley Johnson, **p. 60**
- Project Approval for Application for Services - 01/01/19 – 12/31/19 – Ashley Johnson
 - United Way of Greater Fort Hood Area – Killeen HELP Center, **p. 63**
 - United Way of Central Texas – Temple HELP Center, **p. 63**
- Community Services Block Grant Program Report – Ashley Johnson, **p. 64**
- CEAP Production Schedule Tool- Clovia Ketchum, **p. 65**
- Budget Amendment for Comprehensive Energy Assistance Program - 01/01/18 – 12/31/18 Increase Existing Budget of \$2,145,911 by \$39,142 for a Total Budget of \$2,185,053 – Clovia Ketchum, **p. 66**
- Energy Assistance Program Report – Clovia Ketchum, **p. 69**

6) Business Items - **Action Items**

- Schedule of 2019 Board Meetings, **p. 70**

Attendance Record, **p. 71**

7) Announcements

The next Regional Board Meeting is scheduled for Tuesday, February 5, 2019.

THIS meeting will be conducted pursuant to the Texas Government Code Section 551.001 et seq. At any time during this meeting Hill Country Community Action Association, Inc. (HCCAA) reserves the right to adjourn into Executive Session on any of the above posted agenda items in accordance with the sections 551.071 (litigation and certain consultation with attorney), 551.072 (acquisition of interest in real property), 551.073 (contract for gift to HCCAA), 551.074 (certain personnel deliberations) or 551.076 (deployment/implementation of security personnel or devices).