

Hill Country Community Action Association, Inc.
Board of Directors Meeting
901 South Live Oak, Lampasas, TX
March 15, 2022 – 4:00 P.M.

M I N U T E S

President Bill Schumann called the meeting to order at 3:35 P.M. A quorum was established. Attendance roster is attached.

1. **CALL TO ORDER** – President Schumann welcomed everyone to the Board meeting. Frank Somera, Jr. gave the invocation.

+CONVENE IN CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.074 TO DELIBERATE THE EMPLOYMENT OF AN INTERIM DIRECTOR

Steve Young made a motion with a second by Ron Cunningham for the Executive Committee to convene in a Closed Session.

In order to not disrupt other Board Committee meetings the Executive Committee met outside.

The meeting re-convened into Open Session at 4:05 P.M.

President Schumann stated that the following items are being presented to the Board for approval:

2. ACTION ITEMS:

- 1) Minutes – December 7, 2021 and January 27, 2022 Executive Committee Meeting
- 2) Approval of Resignation of Board Members

President Schuman stated that the following members have resigned from the Board:

Angela Jones, Low Income Sector Representative At Large
Jessica Graham, Low Income Sector Representative, Llano County

Bill Schumann made a motion with a second by Frank Somera, Jr. to approve the minutes as presented and accept the resignation of the Board members as noted above. Motion passed unanimously.

- 3) Current Board Vacancies and Discussion of Recruitment of Members –Currently we have the following vacancies:

Private Sector – Hamilton County
Low Income Sector – Hamilton County
Low Income Sector – Llano County
Private Sector – Milam County
Low Income Sector – At Large



President Schumann asked if anyone knew of someone who would be interested in serving on the Board to contact Tama Shaw or Elizabeth Murray.

3. COMMITTEE REPORTS – ACTION ITEMS

- Joint Meeting – Executive Committee / Finance and Audit Committee

Executive Committee – Bill Schuman stated that the Committee discussed the following items:

- CEO's Performance Appraisal for 2022 – An email was sent to the Executive Committee prior to the Board meeting with a tabulation of the results of all the evaluation forms received.

Meets Organizational Standard 7.4 - The governing board conducts a performance appraisal of the CEO/ Executive Director within each calendar year.

- Review and Approval of CEO's Compensation – An email was sent to the Executive Committee prior to the Board meeting with this information.

Meets Organizational Standard 7.5 - The governing board reviews and approves CEO/Executive Director compensation within every calendar year.

- Cost Allocation Plan Revision – a copy of this document was included in the Board packet.

Meets Organizational Standard 8.12 – The Organization documents how it allocates shared costs through an indirect cost rate or through a written cost allocation plan.

- Board of Directors Conflict of Interest Policy

Meets Organizational Standard 5.6 – Each governing board member has signed a conflict of interest policy within the past 2 years.

- CEO Report – this report was included in the Board packet.
- Approve Refunding Application to Central Texas Workforce Board 01/01/2022 – 12/31/2022 – Child Care Services (Provider Payments)

Steve Young made a motion with a second by Byron Theodosis to approve the Executive Committee Report as presented. Motion passed unanimously.

Finance and Audit Committee - Lloyd Huggins, Treasurer, reported that the committee reviewed the following items which were included in the Board Packet:

- Financial Reports
 - Bank Reconciliation – this report covered the month of December, 2021.



- Form 425 Report for Head Start and RSVP – these are our standard Federal reports for Head Start and RSVP.
- Annual Budget for 2022

Meets Organizational Standard 8.9 - The governing board annually approves an organization-wide budget.

- Agency Balance Sheet & Revenue & Expense Statement – This report reflected figures through December 31, 2021.
- Agency Budget to Actual by Line Item – this report reflected figures from January 1, 2022 through February 28, 2022. This report compares actual expenses to budget and percent of budget remaining.
- 2021 Budget Revisions
- Head Start / Early Head Start -Balance Sheet & Revenue & Expense Statement
Head Start / Early Head Start Regular Funds and American Rescue Plan Act – these report reflect figures through December 31, 2021.
- CSBG Balance Sheet & Revenue and Expense Statement – this report reflected figures through December 31, 2021.
- Center Expense Report by Program for FY 2021 – this report reflects activity from January 1, 2021 through December 31, 2021. It covers the different program funds that are spent through each of the Multi-Service Senior Centers. It continues to show that the Nutrition Program is spending the largest amount of funds through the Centers.
- Nutrition Analysis - This report reflects figures from January 1, 2021 through December 31, 2021. Overall the Nutrition Program continues to struggle financially.
- Senior Nutrition TDA and Local Support Funds and TDA 2021 Compared to 2022 – This report reflects State and Local funding for 2022 as compared to 2021.

Lloyd Huggins made a motion with a second by Steve Young to approve the Financial Reports as presented. Motion passed unanimously.

Meets Organizational Standard 8.7 - The governing board receives financial reports at each regular meeting that include the following: 1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and 2. Balance sheet/statement of financial position.

Head Start Committee – Shelly Worley stated that the Committee reviewed the following items:

- Select Committee Chair – Shelly Worley was selected as the Chair for the Head Start Committee.
- Information Memorandum from Administration for Children and Families Regarding Head Start Transportation Services and Vehicles During the COVID-19 Pandemic ACF-IM-HS-22-01
- Information Memorandum from Administration for Children and Families Regarding Documenting Services to Enrolled Pregnant Women ACF-IM-HS-22-02
- Program Instruction from Administration for Children and Families Regarding Final Rule on Flexibility for Head Start Designation Renewals in Certain Emergencies ACF-PI-HS-22-01
- Letter to Administration for Children and Families Requesting a Non-Federal Waiver for the Program Year January 1, 2021 through December 31, 2021. The request is for a waiver in the amount of \$389,000.
- Head Start / Early Head Start Standards of Conduct
- 2022 Poverty Guidelines
- School Readiness Data Analysis Report – Ms. Worley stated that this report covers the Fall and Winter time period and it shows that the children have improved in almost every area.
- Enrollment / Selection Process – Ms. Worley stated that this process is based on a points system and the document explains the criteria that is used.
- Head Start / Early Head Start Strategic Planning Meeting – March 17, 2022 - There was a letter included in the Board packet from Kim Daniel, Head Start Program Director, inviting all Board Members to attend and participate in this meeting. They will be looking at program data to analyze the program's strengths and weaknesses and plan goals and objectives for next year.
- Head Start / Early Head Start Program Report – Kim Daniel, Early Head Start/Head Start Director – This report was included in the Board packet.

Steve Young made a motion with a second by Frank Somera, Jr. to accept the Head Start Reports as presented. Motion passed unanimously.

Senior Services Committee – Kay Shelton stated that the Committee reviewed the following items:

- Select Committee Chair – Kay Shelton was selected as the Chair of the Senior Services Committee.



- FY 2021 Nutrition and Senior Center Operations Desk Review by the Area Agency on Aging of the Capital Area
- FY 2021 Nutrition and Senior Center Operations On Site Monitoring Visits by the Area Agency on Aging of Central Texas Council of Governments
- Project Approval – City of Copperas Cove for Senior Nutrition Program – Funding Request for \$7,500 - 10/01/2022 – 09/30/2023

David Blackburn made a motion with a second by Steve Young to approve the submission of the application funding proposal to the City of Copperas Cove as noted above. Motion passed unanimously.

- Corporate Board of Directors Resolution Approving Submission of:
 - Pre-Application Funding Proposal to the City of Killeen for 2022 – 2023 CDBG Program for Funds in the amount of \$16,530 under the Public Services Category to provide the agency with supplemental funding for the HCCAA Nutrition Program where the funds will be used for salary, benefits and payroll taxes of a part-time (30 hours per week) meal service coordinator/driver.

Marlene DiLillo made a motion with a second by Frank Somera, Jr. to approve the submission of the Pre-application funding proposal to the City of Killeen as noted above. Motion passed unanimously.

And upon authorized eligibility by City, HCCAA will complete and submit the formal Application for Funding for 2022 – 2023.

The Board of Directors of Hill Country Community Action Association, Inc. (HCCAA) commit financial resources from HCCAA in the amount of \$5,512.21 which serves as the primary funding source to be combined with an award of CDBG funding

Steve Young made a motion with a second by Byron Theodosis to approve the submission of the formal application for funding to the City of Killeen as noted above. Motion passed unanimously.

- Project Approval – City of Killeen – 10/01/2022 – 09/30/2023
 - Community Development Block Grant (CDBG) Funds – Applied for \$16,530 to supplement the salary, benefits and payroll taxes of a part-time (30 hours per week) meal service coordinator/driver. County funds in the amount of \$5,512.21 will be used to pay the remaining payroll expenses for a total budget of \$22,042.21.
 - Nutrition Report – Kimbra Hobbs, Aging Services Director – this report was included in the Board packet.
 - Retired Senior Volunteer Program (RSVP) Report - Ronnie Ault, RSVP Director – this report was included in the Board packet.



Community Services Committee – Marlene DiLillo stated that the Committee reviewed the following items:

- Select Committee Chair – Marlene DiLillo was selected to serve as the Chair of the Community Services Committee.
- Community Services Block Grant (CSBG) – Cynthia Zepeda, CSBG Director
 - CSBG Performance Reports / Dashboard

Meets Organizational Standard 4.4 - The governing board receives an annual update on the success of specific strategies included in the Community Action plan.

- Community Services Block Grant Program Report – this report was included in the Board packet. Ms. DiLillo stated that we have applied for CSBG Discretionary funds to be used for Direct Client Assistance and Network Operational Investments.

Meets Organizational Standard 5.9 - The organization's governing board receives programmatic reports at each regular board meeting.

- Weatherization Program – Christy Pierce, HR/WAP Director
 - New Grant – Project Approval for Amy Young Barrier Removal Program – Ms. DiLillo stated that HCCAA staff will be researching this grant to determine if it can be used with the Weatherization funds.
 - Project Approval - Texas Department of Housing and Community Affairs for the LIHEAP Weatherization Program 1/1/22 – 12/31/22 – Total Budget of \$415,574
 - Project Approval – TACAA ONCOR Weatherization Project with the Texas Association of Community Action Agencies – 1/1/22 – 10/31/22 – Total Budget - \$245,000
 - Weatherization Program Report – Christy Pierce – this report was included in the Board packet.
- Energy Assistance Program - Clovia Ketchum, Energy Assistance Program Director
 - Budget Amendment – Texas Department of Housing and Community Affairs for the Comprehensive Energy Assistance Program – 1/01/21 – 3/31/22 – Additional Funds in the amount of \$53,049 for a total budget of \$2,476,874
 - Project Approval - Texas Department of Housing and Community Affairs for the Comprehensive Energy Assistance Program 1/1/22 – 12/31/22- Total Budget of \$2,196,251



- Energy Assistance Program Report – Clovia Ketchum – this report was included in the Board packet.
- Low Income Household Water Assistance Program (LIHWAP) Report – Kristen Isham

This report was included in the Board packet. Ms. DiLillo stated that Ms. Isham is working on obtaining Provider Agreements from vendors. The Agreement seems to conflict with some Vendor operations and contracts are not being signed. Ms. Shaw stated that the City of Temple refuses to sign the agreement and could lose around \$400,000 for their low-income residents. She also stated that the money has not been released from TDHCA even though it has been available to them for several months.
- Bell County Reports
 - Project Approval – Bell County Temporary Emergency Relief Funds (TERF) – 2022 (Phase 39) – CARES Funding Amount - \$50,000
 - Bell County HELP Center Report- Cynthia Zepeda – this report was included in the Board packet.
 - Bell County Rent Relief Revised Budget – March 15, 2022 – December 31, 2022 - This budget reflects actual expenses and was included in the Board packet.
 - Emergency Rental Assistance Program Report – This report was included in the Board packet.

Marlene DiLillo made a motion with a second by Frank Somera, Jr. to accept the Community Services Reports as presented. Motion passed unanimously.

4. DISCUSSION AND POSSIBLE SELECTION ON INTERIM DIRECTOR FOR HCCAA

President Schumann stated that the Executive Committee met earlier in Closed Session to discuss how to move forward with the replacement of Tama Shaw, CEO. He stated that he wanted to make sure that everyone knew the status of the process and what the next steps are. President Schumann said that the Executive Committee feels that based on where we are right now and the time that Ms. Shaw has left as CEO, we would be best served in having an Interim Director for several months and give the Executive Committee a chance to go through all the applications that they have received which includes several current staff members. He stated that the Executive Committee will be interviewing for an Interim Director this afternoon. They will then continue the selection process for the CEO position and will select someone to fill the position officially. President Schumann said that there is no set time for this to happen.

Marlene DiLillo asked if members of the Executive Committee were the only ones serving as the Selection Committee or are there other Board members serving on the committee. President Schumann said it is only the Executive Committee serving in this capacity. President Schumann stated that when the Executive Committee met earlier in the year they decided there were a couple of things that should

be done. He said that since we had used Saunders and Associates for a number of years, they felt it prudent to have another CPA to look at the books. They also thought it would be a good idea to contact the Texas Association of Community Action Agencies as well as the Texas Department of Housing and Community Affairs to see if they had people who could come in and see how HCCAA operates with the programs we offer, the outcomes of the programs and how efficiently we do things as compared to other Community Action Agencies. He stated that they have had no response from either of the agencies. He stated that if anyone had some extra time, they can look at all of the other Community Action Agencies in the State and the synopsis of what they do and that every Community Action Agency is not like HCCAA. They have different initiatives and things they focus on. He also said that all the CPA's that he has contacted are busy at this time of year, so they were reluctant to commit to looking at HCCAA's books at this time. President Schuman stated that as you look at our Board it is a very diverse group and that there is no need to bring in anyone external to assist with the job search process.

+ CONVENE IN CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.074 TO CONDUCT INTERVIEWS FOR THE POSITION OF INTERIM DIRECTOR

Jason Williams made a motion with a second by Lloyd Huggins for the Executive Committee to convene in a Closed Session. Motion passed unanimously.

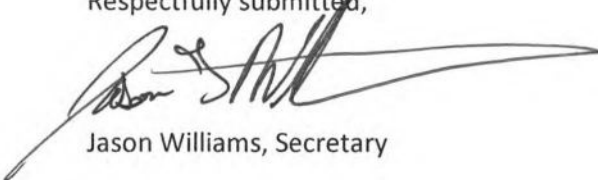
5. ANNOUNCEMENTS

Bill Schumann adjourned the general board meeting at 4:40 p.m. and announced that the next Governing Board Meeting is scheduled for Tuesday, May 10, 2022.

Following the adjournment of the general board meeting, the Executive Committee went into a Closed Session. At the conclusion of the Closed Session which adjourned at 6:20 p.m., **Steve Young made a motion with a second by Jamie Smart to proceed with what was discussed in the Closed Session of the Executive Committee. Motion passed unanimously.**

THE FOLLOWING BOARD MEMBERS, GUESTS AND STAFF WERE PRESENT: (See attached list.)

Respectfully submitted,



Jason Williams, Secretary



BOARD ATTENDANCE RECORDS
HCCAA BOARD OF DIRECTORS' MEETING
March 15, 2022

REPRESENTATIVES OF PUBLIC SECTOR

Yes	No		
✓		Judge David Blackburn	Bell County
✓		Commissioner John Driver	Bell County
✓		Comm. Bill Schumann	Bell County
✓		Comm. Ray Ashby	Coryell County
✓		Comm. Lloyd Huggins	Hamilton County
✓		Commissioner Jamie Smart	Lampapas County
✓		Judge Ron Cunningham	Llano County
✓		Bob Vacek	Mason County
	x	Judge Jerry Bearden - Alternate	Mason County
✓		Judge Steve Young	Milam County
✓		Comm. Jason Williams	Mills County
✓		Judge Byron Theodosios	San Saba County
	x	Pat Pool - Alternate	San Saba County

REPRESENTATIVES OF PRIVATE SECTOR

	x	Melissa Esau	Bell County
	x	Denise Edmonson	Bell County
✓		Frank D. Somera, Jr.	Coryell County
		Vacant	Hamilton County
✓		Karen DeZarn	Lampapas County
✓		Cindy Travers	Llano County
✓		Anna Velez	Mason County
		Vacant	Milam County
	x	Paula Gore	Mills County
✓		Georgia Harris	San Saba County
✓		Roxanne Achmad	AT Large

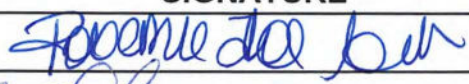
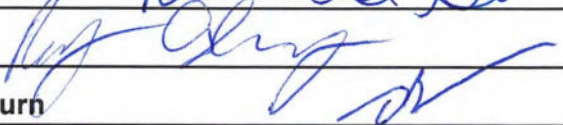
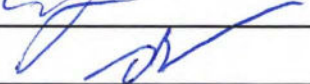
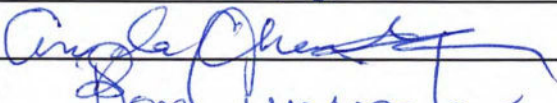
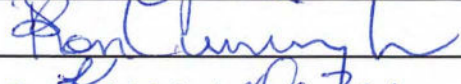
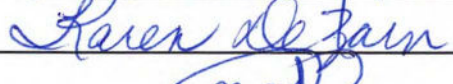


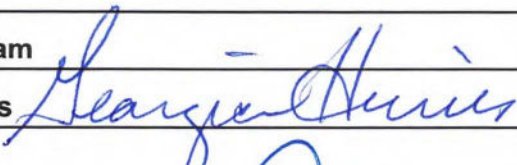
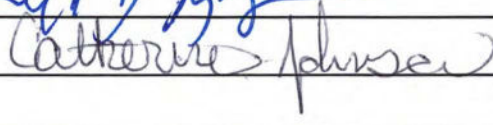
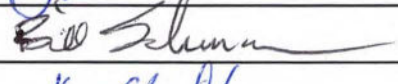
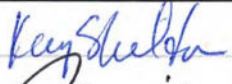
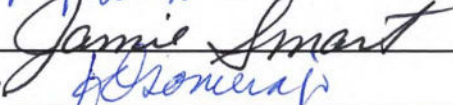
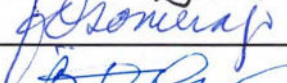

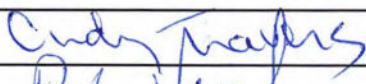
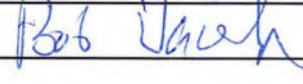
REPRESENTATIVES OF LOW INCOME SECTOR

Yes	No		
✓		Marlene DiLillo	Bell County
✓		Shelly Worley	Bell County
	x	Rita Hotz	Coryell County
		Vacant	Hamilton County
✓		Kay Shelton	Lampapas County
	x	Jessica Graham	Llano County
✓		Scott Zesch	Mason County
✓		L.C. Richards	Milam County
✓		Catherine Johnson	Mills County
✓		Angie Chandler	San Saba County

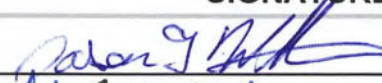
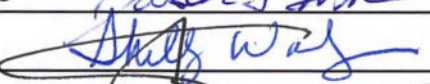

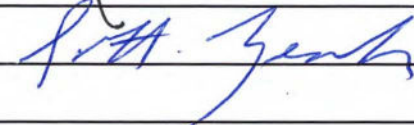
REPRESENTATIVE OF HEAD START POLICY COUNCIL

	x	Angela Jones	AT LARGE
24			Members needed for quorum

HCCAA BOARD MEETING REGISTER,
MARCH 15, 2022
LAMPASAS MULTI-SERVICE CENTER, 901 S. LIVEOAK, LAMPASAS, TX
BOARD MEMBERS

NAME	SIGNATURE	REPRESENTING
1. Roxanne Achmad		Private Sector - At Large
2. Ray Ashby		Public Sector - Coryell County
3. David Blackburn		Public Sector - Bell County
4. Angie Chandler		Low Income Sector - San Saba County
5. Ron Cunningham		Public Sector - Llano County
6. Karen DeZarn		Private Sector - Lampasas County
7. Marlene DiLillo		Low Income Sector - Bell County
8. John Driver		Public Sector - Bell County
9. Denise Edmonson		Private Sector - Bell County
10. Melissa Esau		Private Sector - Bell County
11. Paula Gore		Private Sector - Mills County
12. Jessica Graham		Low Income Sector - Llano County
13. Georgia Harris		Private Sector - San Saba County
14. Rita Hotz		Low Income Sector - Coryell County
15. Lloyd Huggins		Public Sector - Hamilton County
16. Catherine Johnson		Low Income Sector - Mills County
17. Angela Jones		Low Income Sector - At Large
18. L.C. Richards		Low Income Sector - Milam County
19. Bill Schumann		Public Sector - Bell County
20. Kay Shelton		Low Income Sector - Lampasas County
21. Jamie Smart		Public Sector - Lampasas County
22. Frank D. Somera, Jr		Private Sector - Coryell County
23. Byron Theodosis		Public Sector - San Saba County
Pat Pool - Alt.		Public Sector - San Saba County
24. Cindy Travers		Private Sector - Llano County
25. Bob Vacek		Public Sector - Mason County
Jerry Bearden, Alt.		Public Sector - Mason County
26. Anna Velez		Private Sector - Mason County

HCCAA BOARD MEETING REGISTER,
MARCH 15, 2022
LAMPASAS MULTI-SERVICE CENTER, 901 S. LIVEOAK, LAMPASAS, TX
BOARD MEMBERS

NAME	SIGNATURE	REPRESENTING
27. Jason Williams		Public Sector - Mills County
28. Shelly Worley		Low Income Sector - Bell County
29. Steve Young		Public Sector - Milam County
30. Scott Zesch		Low Income Sector - Mason County
31. VACANT		Private Sector - Hamilton County
32. VACANT		Low Income Sector - Hamilton County
33. VACANT		Private Sector - Milam County

TOTAL BOARD MEMBERS ATTENDING -

MEMBERS NEEDED FOR QUORUM - 15

HCCAA BOARD MEETING REGISTER
MARCH 15, 2022
LAMPASAS MULTI-SERVICE CENTER, 901 S. LIVEOAK, LAMPASAS, TX
STAFF AND GUESTS

NAME	REPRESENTING
1. Ashley Johnson	HCCAA
2. Christy Pierce	HCCAA
3. SCOTT ZESCH	MASON
4. Bob Vaek	Mason
5. Cindy Hawkins	HCCAA
6. Jamie Smart	Lampasas
7. Tome Shaw	HCCAA
8. Kimbra Hobbs	HCCAA
9. Kimeri Sloan	HCCAA
10. Connie Cuet	HCCAA - PSVP
11. Kelly Brown	HCCAA
12. Kristen Asham	HCCAA
13. Cynthia Zepeda	HCCAA
14. Eva Watson	Mills County
15. Cydney Travers	
16. Holly Reynolds	
17. Kira Doral	HCCAA
18. Chloe Ketcher	"
19. Angie Chandler	HCCAA
20.	
21.	
21.	
22.	
23.	
24.	



Hill Country Community Action Association, Inc.

AGENDA

HCCAA Board of Directors Meeting
Lampasas Multi-Service Center
901 South Liveoak, Lampasas, TX
March 15, 2022 – 4:00 P.M.

Required by HB No. 2840 Enacted by the State Legislature During the 86th Legislative Session – Public comment may be made on any agenda item before or during the body's consideration of the item.

1. CALL TO ORDER – Bill Schumann, President

- 1) Roll Call, Establishment of Quorum
- 2) Opening Prayer
- 3) Attendance Record, **p. 1**
- 4) Standing Committees & Terms of Office, **p. 2**

**+ CONVENE IN CLOSED SESSION PURSUANT TO TEXAS
GOVERNMENT CODE SECTION 551.074 TO DELIBERATE
THE EMPLOYMENT OF AN INTERIM DIRECTOR**

2. ACTION ITEMS:

- 1) Minutes – December 7, 2021 and January 27, 2022 Executive Committee Meeting, **p. 3**
- 2) Approval of Resignation of Board Members, **p. 18**
- 3) Current Board Vacancies and Discussion of Recruitment of Members, **p. 19**

3. COMMITTEE REPORTS – ACTION ITEMS

• JOINT MEETING

EXECUTIVE COMMITTEE / FINANCE AND AUDIT COMMITTEE – **3:00 P.M.**

Executive Committee - Bill Schumann, President

- CEO's Performance Appraisal for 2021
- Review and Approval of CEO's Compensation
- Approve Revised Budget to Central Texas Workforce Board 01/01/2022 – 12/31/2022 – Child Care Services (Provider Payments) - Tama Shaw, **p. 20**
- Cost Allocation Plan Revision – Ashley Johnson, **p. 22**

- Board of Directors Conflict of Interest Policy, **p. 40**
- CEO Report – Tama Shaw, **p. 43**

Finance Committee – Lloyd Huggins, Treasurer

- Financial Reports – Ashley Johnson
 - Bank Reconciliation, **p. 45**
 - Form 425 Report for Head Start and RSVP, **p. 48**
 - Annual Budget for 2022, **p. 54**
 - Agency Balance Sheet & Revenue & Expense Statement, **p. 55**
 - Agency Budget to Actual by Line Item - 2022, **p. 57**
 - 2021 Budget Revisions, **p. 60**
 - Head Start / Early Head Start -Balance Sheet & Revenue & Expense Statement
Head Start / Early Head Start Regular Funds and American Rescue Plan Act, **p. 61**
 - CSBG Balance Sheet & Revenue and Expense Statement, **p. 66**
 - Center Expense Report by Program for FY 2021, **p. 69**
 - Nutrition Analysis as of 12/31/2021, **p. 74**
 - Senior Nutrition TDA and Local Support Funds and TDA 2021 Compared to 2022, **p. 75**
- **HEAD START COMMITTEE – 3:00 P.M. – Shelly Worley**
 - Select Committee Chair
 - Information Memorandum from Administration for Children and Families Regarding Head Start Transportation Services and Vehicles During the COVID-19 Pandemic ACF-IM-HS-22-01- Kim Daniel, **p. 77**
 - Information Memorandum from Administration for Children and Families Regarding Documenting Services to Enrolled Pregnant Women ACF-IM-HS-22-02 - Kim Daniel, **p. 80**
 - Program Instruction from Administration for Children and Families Regarding Final Rule on Flexibility for Head Start Designation Renewals in Certain Emergencies ACF-PI-HS-22-01- Kim Daniel, **p. 84**

- Letter to Administration for Children and Families Requesting a Non-Federal Waiver for the Program Year January 1, 2021 through December 31, 2021, **p. 86**
- Head Start / Early Head Start Standards of Conduct, **p. 88**
- 2022 Poverty Guidelines, **p. 89**
- School Readiness Data Analysis Report – Kim Daniel, **p. 90**
- Enrollment / Selection Process, **p. 92**
- Head Start / Early Head Start Strategic Planning Meeting – March 17, 2022, **p. 93**
- Head Start / Early Head Start Program Report – Kim Daniel, Early Head Start/Head Start Director, **p. 94**
- **SENIOR SERVICES COMMITTEE – 3:00 P.M. – Kay Shelton**
 - Select Committee Chair
 - FY 2021 Nutrition and Senior Center Operations Desk Review by the Area Agency on Aging of the Capital Area, **p. 95**
 - FY 2021 Nutrition and Senior Center Operations On Site Monitoring Visits by the Area Agency on Aging of Central Texas Council of Governments, **p. 96**
 - Project Approval – City of Copperas Cove for Senior Nutrition Program – Funding Request for \$7,500 - 10/01/2022 – 09/30/2023 – Kimbra Hobbs, **p. 97**
 - Corporate Board of Directors Resolution Approving Submission of:
 - Pre-Application Funding Proposal to the City of Killeen for 2022 – 2023 CDBG Program for Funds in the amount of \$16,530 under the Public Services Category to provide the agency with supplemental funding for the HCCAA Nutrition Program where the funds will be used for salary, benefits and payroll taxes of a part-time (30 hours per week) meal service coordinator/driver.

And upon authorized eligibility by City, HCCAA will complete and submit the formal Application for Funding for 2022 – 2023.

The Board of Directors of Hill Country Community Action Association, Inc. (HCCAA) commit financial resources from HCCAA in the amount of \$5,512.21 which serves as the primary funding source to be combined with an award of CDBG funding – Kimbra Hobbs, **p. 98**
- Project Approval – City of Killeen – 10/01/2022 – 09/30/2023

- Community Development Block Grant (CDBG) Funds – Applied for \$16,530 to supplement the salary, benefits and payroll taxes of a part-time (30 hours per week) meal service coordinator/driver. County funds in the amount of \$5,512.21 will be used to pay the remaining payroll expenses for a total budget of \$22,042.21- Kimbra Hobbs, **p. 99**
- Nutrition Report – Kimbra Hobbs, Aging Services Director, **p. 100**
- Retired Senior Volunteer Program (RSVP) Report - Ronnie Ault, RSVP Director, **p. 101**
- **COMMUNITY SERVICES COMMITTEE – 3:00 P.M. – Marlene DiLillo**
 - Select Committee Chair
 - Community Services Block Grant (CSBG) – Cynthia Zepeda, CSBG Director
 - CSBG Performance Reports / Dashboard, **p. 102**
 - Community Services Block Grant Program Report, **p. 105**
 - Weatherization Program – Christy Pierce, HR/WAP Director
 - New Grant – Project Approval for Amy Young Barrier Removal Program, **p. 106**
 - Project Approval - Texas Department of Housing and Community Affairs for the LIHEAP Weatherization Program 1/1/22 – 12/31/22 – Total Budget of \$415,574 – Christy Pierce, **p. 107**
 - Project Approval – TACAA ONCOR Weatherization Project with the Texas Association of Community Action Agencies – 1/1/22 – 10/31/22 – Total Budget - \$245,000 – Christy Pierce, **p. 109**
 - Weatherization Program Report – Christy Pierce, HR/WAP Director, **p. 118**
 - Energy Assistance Program - Clovia Ketchum, Energy Assistance Program Director
 - Budget Amendment – Texas Department of Housing and Community Affairs for the Comprehensive Energy Assistance Program – 1/01/21 – 3/31/22 – Additional Funds in the amount of \$53,049 for a total budget of \$2,476,874 - Clovia Ketchum, **p. 119**
 - Project Approval - Texas Department of Housing and Community Affairs for the Comprehensive Energy Assistance Program 1/1/22 – 12/31/22- Total Budget of \$2,196,251– Clovia Ketchum, **p. 121**
 - Energy Assistance Program Report - Clovia Ketchum, **p. 123**
 - Low Income Household Water Assistance Program (LIHWAP) Report – Kristen Isham, **p. 124**

- **Bell County Reports**

- **Project Approval – Bell County Temporary Emergency Relief Funds (TERF) – 2022 (Phase 39) – CARES Funding Amount - \$50,000 - Cynthia Zepeda, p. 127**
- **Bell County HELP Centers Report- Cynthia Zepeda, p. 128**
- **Bell County Rent Relief Revised Budget – March 15, 2022 – December 31, 2022, p. 129**
- **Emergency Rental Assistance Program Report – Kimbra Hobbs, p. 130**

**+ CONVENE IN CLOSED SESSION PURSUANT TO TEXAS
GOVERNMENT CODE SECTION 551.074 TO CONDUCT
INTERVIEWS FOR THE POSITION OF INTERIM DIRECTOR**

**4. DISCUSSION AND POSSIBLE SELECTION ON INTERIM DIRECTOR FOR
HCCAA**

5. ANNOUNCEMENTS

The next Governing Board Meeting is scheduled for Tuesday, May 10, 2022.

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).