



Hill Country Community Action Association, Inc.

AGENDA

HCCAA Board of Directors Meeting
Lampasas Multi-Service Senior Center
801 South Live Oak St., Lampasas, TX 76550
July 25, 2023 – 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
 - a. Roll Call, Establishment of Quorum
 - b. Opening Prayer

2. **CONSENT AGENDA:**
 - a. Minutes – April 4, 2023, Board Meeting
 - b. Attendance Record
 - c. Committees List
 - d. Approval of New Board Members and Resignation of Board Members
 - i. Resignation of Celia Sellers – Coryell Low-Income Sector
 - e. Budget Approvals
 - i. CEAP Refunding – Contract #58230003837
 - ii. CSBG Refunding – Contract #61230003802
 - f. CSBG Balance Sheet & Revenue and Expense Statement
 - g. Head Start Balance Sheet & Revenue and Expense Statement
 - h. Form 425 Report for Head Start & RSVP
 - i. Resolution authorizing Ashley Johnson, CEO as authorized borrower for TIB Master Card Business Account
 - j. Resolution Delegating Ashley Johnson as CEO
 - k. Resolution authorizing Ashley Johnson, CEO to execute contracts

3. **ACTION ITEMS**
 - a. Agency-Wide COLA (Cost of Living Adjustment) – 5.6% - **pg. 1**
 - b. Removal of the COVID-19 Vaccine and Testing Requirements for Head Start Programs - **pg. 2**
 - c. CAPCOG Board Resolution - **pg. 4**
 - d. Revised Salary Schedules - **pg. 5**
 - e. Approval to close misc. HCCAA bank accounts & move to operating account - **pg. 9**
 - f. Resolution to approve participation in the CACFP program - **pg. 13**
 - g. HCCAA Community Action Plan & CSBG FY 2024 Budget – Cynthia Zepeda (**distributed prior to meeting**)
 - h. Client Satisfaction Survey – Cynthia Zepeda - **pg. 14**
 - i. Update to Title XX Participation – (**separate handout**)

4. COMMITTEE REPORTS – ACTION ITEM

i. Executive Committee –

1. EEOC Charge -Settlement Agreement (**Separate handout**)

ii. Finance Committee – Lloyd Huggins, Treasurer

1. Agency Balance Sheet & Revenue & Expense Statement - **pg. 36**
2. Agency Budget to Actual - **pg. 37**
3. Bank & Credit Card Statements – **Separate attachment (on table for review)**

iii. HEAD START COMMITTEE – 3:00 P.M. – Jana Messer

1. Head Start / Early Head Start Program Report – Kim Daniel, Early Head Start/Head Start Director - **pg. 42**
2. Child and Adult Care Food Program (CACFP) Monitoring Results - **pg. 43**
3. Head Start Spring School Readiness Report - **pg. 45**
4. Head Start Annual Report - **pg. 55**
5. Notice of Focus Area 2 and Classroom Assessment Scoring System (CLASS) Review - **pg. 89**
6. Information Memoranda from the Administration for Children and Families – **Separate Attachment**

iv. SENIOR SERVICES COMMITTEE – 3:00 P.M. –

1. Nutrition Report – Jamie Hunt, Aging Services Director - **pg. 93**
2. Retired Senior Volunteer Program (RSVP) Report - Ronnie Ault, RSVP Director - **pg. 94**
3. Select a Committee Chair

v. COMMUNITY SERVICES COMMITTEE – 3:00 P.M. – Marlene DiLillo

1. Community Services Block Grant (CSBG) – Cynthia Zepeda, CSBG Director - **pg. 95**
 - a. CSBG Dashboard - **pg. 96**
2. Bell County Reports - Cynthia Zepeda, CSBG Director - **pg. 99**
3. Weatherization Program Report – Cindy Hawkins, WX Coordinator - **pg. 100**
4. Energy Assistance Program - Clovia Ketchum, Energy Assistance Program Director - **pg. 101**
5. Low Income Household Water Assistance Program (LIHWAP) – Maggie Gonzalez, LIHWAP Coordinator - **pg. 102**

5. ANNOUNCEMENTS

The next Governing Board Meeting is tentatively scheduled for September 12, 2023.

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).