



**Board of Directors  
Notice of Meeting**

**Monday, August 23, 2021  
Via GoToMeeting  
6:30 P.M. BOARD OF DIRECTORS MEETING**

This month's board meeting will be conducted utilizing GoToMeeting. You can join the meeting from a computer with a camera and microphone (most laptops have both). You can also join through an iPad or smart phone. You can download the GoToMeeting app. We are providing a few Council iPads to members and they will receive instructions with the iPads.

Please plan to join the meeting by 6:15 p.m. Monday, August 23, 2021, so we can start at 6:30 p.m. If you have any problems connecting, call the office at 859-233-4600, and then press extension 1415. Staff from the IT department will be on hand to help.

CAC Board Meeting

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/237175941>

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Access Code (meeting id): 237-175-941

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**TO REQUEST AN EXCUSED ABSENCE**

**Camisha Powell: 859-233-4600, Ext. 1412 OR**

**camisha.powell@commaction.org**

***\*PLEASE MAKE THESE REQUESTS BEFORE MONDAY 8/23/2021\****



**BOARD OF DIRECTORS - REGULAR MEETING  
6:30 P.M. – MONDAY, AUGUST 23, 2021  
AGENDA**

1. **Call to Order, CAC Promise, Roll Call & Introduction of New Board and/or Staff Members\***  
----Denise Beatty, Chairman
2. **Adoption of the Agenda\*\***  
----Denise Beatty, Chairman
3. **Approval of Minutes of June 28, 2021\*\*** Pg. 7  
----Michele C. Lee, Secretary  
----Camisha Powell, Executive Assistant to the Director
4. **Executive Director's Report\***
  - a. Strategic Planning Updates
  - b. Nicholas County Flood Update  
----Sharon Price, Executive Director  
----Angie Schalch, Nicholas County Center Manager
5. **Committees of The Board\*\***
  - a. **Executive Committee**
    1. Ratification of the 2021 Employee Compensation Plan Amendment Pg. 17  
----Denise Beatty, Chairman  
----Danny Murphy, Vice-Chairman  
----Sharon Price, Executive Director
  - b. **Personnel Committee**
    1. None  
----Maria Rutherford, Chair  
----Bridgett Rice, Director of Human Resources
  - c. **Grant and Fundraising Development Committee**
    1. Report Pg. 25  
----Kelly Stein, Chair  
----Melissa Tibbs, Director of Sustainability
  - d. **Evaluation and Planning Committee**
    1. **Head Start Action Items**
      - (a) MSHS-XP CARES Carryover Pg. 27
      - (b) Region IV ARP Budget Ratification Pg. 29
      - (c) Region XII ARP Budget Ratification Pg. 33
    2. **Other Approvals (Action Items)**
      - (a) 2021 Risk Assessment Update Pg. 37
    3. **Discussion Items**

(a) None.

4. **Informational Items**

- (a) No Deficiency Letter for The Prep Academy at Powell County Pg. 43
- (b) HS/EHS Recipient CH21037166 Application Letter Pg. 45
- (c) Director Approval Letter for The PREP Academy at Russell School Pg. 51
- (d) Weatherization Monitoring Response Pg. 53
- (e) Validation of License Letter for The Prep Academy at Arbor Ct. Pg. 81
- (f) 4<sup>th</sup> Quarter Survey Results Pg. 83
- (g) No Deficiency Letter for The Prep Academy at Bourbon County Pg. 95
- (h) 3<sup>rd</sup> and 4<sup>th</sup> Quarter ROMA Reports Pg. 97
- (i) Funding Guidance Letter-Annual-90HM000012 Pg. 111
- (j) Housing Stabilization Program Financial Reconciliation Pg. 113
  - Art Crosby, Chair
  - Melissa Tibbs, Director of Sustainability
  - Jessica Coffie, Director of Child Development
  - Keshia Richardson, ERSEA Director

e. **Finance Committee**

1. **Financial Reports**

- (a) Consolidated Balance Sheet, July 2021 (Action Item) Pg. 115
- (b) Financial Statement, July 2021 (Action Item)
- (c) Head Start Budget Detail, July 2021
- (d) Accounts Receivable, July 2021
- (e) Financial Statements for Winter Care, July 2021
- (f) Credit Card Statements, July 2021
- (g) Health Trust, July 2021

2. **Budget Amendment (Action Items)**

- (a) MSHS-XP CARES Carryover *See #5.d.1.a*
- (b) Region IV ARP Budget Ratification *See #5.d.1.b*
- (c) Region XII ARP Budget Ratification *See #5.d.1.c*

3. **New Budgets (Action Items)**

- (a) Let's Talk Project Funding FY 2021-22 Pg. 143
- (b) LIHEAP FY 2021-22 Budget Pg. 151
- (c) Financial Fitness FY 2021-22 Budget Pg. 157
- (d) Workforce Opportunity for Rural Communities FY 2021-22 Budget Pg. 161
- (e) SAMHSA FY 2021-22 Budget Pg. 165
- (f) KU HEA Program FY 2021-22 Budget Pg. 169
- (g) Columbia Gas EAP FY 2021-22 Budget Pg. 173
- (h) Pinnacle Youth FY 2021-22 Budget Pg. 177
- (i) LFUCG Emergency Rental Assistance Grant Round 2 Pg. 181
  - Joshua Lewis, Treasurer
  - Kimberly Baird, Assistant Treasurer

*Mission: Community Action Council prevents, reduces, and eliminates poverty among individuals, families, and communities through direct services and advocacy.*

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- Sharon Price, Executive Director
- Neil Bedwell, Chief Financial Officer

**f. Audit Committee**

- 1. None.
- Connie Godfrey, Chair
- Neil Bedwell, Chief Financial Officer

**g. Nominating and Recruitment Committee\*\***

- 1. None
- Richard Heine, Chair
- Sharon Price, Executive Director
- Camisha Powell, Executive Assistant to the Director

**6. Shared Governance Training\*\***

- a. Approved Policy Council Minutes: May 2021 Pg. 185
- b. Pedestrian & Vehicle Safety Pg. 191
  - Sharon Price, Executive Director
  - Jessica Coffie, Director of Child Development

**7. Operations Reports –July 2021\*\*** Pg. 203

**8. Comments and Announcements\***

**9. Public Comment\***

**10. Adjournment**

\*VERBAL / \*\*ENCLOSED / \*\*\*HAND-OUT

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*Promise: "Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other."*