



**Board of Directors
Notice of Meeting**

MONDAY, APRIL 22, 2024

**HYBRID: Via Zoom & 913 Georgetown Street, Lexington, KY 40511
6:30 P.M. BOARD OF DIRECTORS MEETING**

This month's board meeting will be conducted in a hybrid fashion utilizing Zoom.

You can join the meeting in-person or 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 Zoom 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, April 22, 2024, 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 6133. Staff from the IT department will be on hand to help.

Join Zoom Meeting

<https://commaction-org.zoom.us/j/83184108077?pwd=NvmNG7C5p1ZRdGVob1beNGqwYcL6GHT.1>

Meeting ID: 831 8410 8077

Passcode: 825715

One tap mobile

+13052241968,,83184108077#,,, *825715# US

TO REQUEST AN EXCUSED ABSENCE

**Camisha Powell: 859-233-4600, Ext. 1237 OR
camisha.powell@commaction.org**

****PLEASE MAKE THESE REQUESTS BEFORE MONDAY 4/22/2024****



**BOARD OF DIRECTORS - REGULAR MEETING
6:30 P.M. – MONDAY, APRIL 22, 2024
AGENDA**

1. **Call to Order, CAC Promise, Roll Call, Introduction of New Board and/or Staff Members***
----Daniel Murphy, Chairman
2. **Adoption of the Agenda (April 22, 2024) **** Pg.
----Daniel Murphy, Chairman
3. **Approval of Minutes of (March 25, 2024) **** Pg.
----Michele C. Lee, Secretary
----Camisha Powell, Executive Assistant to the Director
4. **Executive Director’s Report***
 - a. Strategic Planning Updates
 - b. Legal Update
----Sharon Price, Executive Director
----Steve Amato, McBrayer PLLC.
5. **Committees of The Board****
 - a. **Executive Committee**
 1. None.
----Daniel Murphy, Chairman
----Sharon Price, Executive Director
 - b. **Personnel Committee**
 1. None.
----Connie Godfrey, Chair
----Bridgett Rice, Director of Human Resources
 - c. **Grant and Fundraising Development Committee** Pg.
 1. Report
----Tim Feld, Chair
----Melissa Tibbs, Director of Sustainability
 - d. **Evaluation and Planning Committee**
 1. **Head Start Action Items**
 - (a) Migrant & Seasonal Head Start 2024 Community Assessment Pg.
 - (b) Updated: 23-24 HS Recruitment & Enrollment Program Procedures Pg.
 - (c) 23-24 SCHS Budget Amendment to Relocate Playground Pg.
 - (d) 23-24 MSHS Budget Carryover & NFS Waiver Request Pg.
 - (e) 24-25 Regional HS/EHS Continuation Application Pg.
 - (f) 24-25 Regional HS/EHS T/TA Plan & T/TA Budget Pg.

(g) 24-25 SCHS/SCEHS Continuation Application	Pg.
(h) 24-25 SCHS/SCEHS T/TA Plan & T/TA Budget	Pg.
(i) Regional HS/EHS Non-Federal Share Waiver Request 2023-24 PY	Pg.
(j) EHS-CCP Non-Federal Share Waiver Request 2023-24 PY	Pg.
(k) MSHS Non-Federal Share Waiver Request 2023-24 PY	Pg.
(l) South Central Self-Assessment and Improvement Plan	Pg.
2. <u>Other Approvals (Action Items)</u>	
(a) None.	
3. <u>Discussion Items</u>	
(a) None.	
4. <u>Informational Items</u>	
(a) Housing First Monitoring Results Letter	Pg.
(b) The Prep Academy at BCTC- No Deficiency Letter w/ Recommendation	Pg.
(c) Director Garvin Addresses Changes to AIAN and MSHS Eligibility	Pg.
(d) Bell Seal Gold Certification for Mental Health	Pg.
(e) The Prep Academy at Bourbon – 04/01/24 Health Department Inspection	Pg.
(f) The Prep Academy at BCTC – 03/26/2024 Fire Marshall Inspection	Pg.
(g) The Prep Academy at Madison Co. 3/18/2024 License Inspection Letter	Pg.
(h) Customer Satisfaction Survey- 3 rd Quarter	Pg.
(i) 2023-24 Mid-Family Outcomes Regional/SC-EHS /EHS-CCP Programs	Pg.
(j) Strategic Plan 24-28 (process & goals language approved Nov. 2023)	Pg.
(k) Program Goals Year 5 Quarter 2 Update	Pg.
5. <u>Center Activity Informational Items*</u>	
(a) Harrison County: Dramatic Play	
(b) Clark County (hand closed in door)	
(c) Winburn (DCBS)	
---Art Crosby, Chair	
---Melissa Tibbs, Director of Sustainability	
---Jessica Coffie, Director of Child Development	
---Kesha Richardson, ERSEA Director	
e. <u>Finance Committee</u>	
1. <u>Financial Reports</u>	Pg.
(a) Consolidated Balance Sheet, March 2024 (Action Item)	
(b) Financial Statement, March 2024 (Action Item)	
(c) Head Start Budget Detail, March 2024	
(d) Accounts Receivable, March 2024	
(e) Financial Statements for Winter Care, March 2024	
(f) Financial Statement for Shepherd Place, February 2024	
(g) Credit Card Statements, March 2024	
(h) Health Trust, March 2024	
2. <u>Budget Amendment (Action Items)</u>	

- (a) 23-24 SCHS Budget Amendment See #5.d.1.c
- (b) 23-24 MSHS Budget Carryover & NFS Waiver Request See #5.d.1.d
- (c) HS/EHS Non-Federal Share Waiver Request 2023-24 PY See #5.d.1.i
- (d) EHS-CCP Non-Federal Share Waiver Request 2023-24 PY See #5.d.1.j
- (e) MSHS Non-Federal Share Waiver Request 2023-24 PY See #5.d.1.k
- 3. **New Budgets (Action Items)**
 - (a) 24-25 Regional HS/EHS Continuation Application See #5.d.1.e
 - (b) 24-25 Regional HS/EHS T/TA Plan & T/TA Budget See #5.d.1.f
 - (c) 24-25 SCHS/SCEHS Continuation Application See #5.d.1.g
 - (d) 24-25 SCHS/SCEHS T/TA Plan & T/TA Budget See #5.d.1.h
 - Kimberly Baird, Treasurer
 - Richard Heine, Assistant Treasurer
 - Sharon Price, Executive Director
 - Steven Gravitt, Chief Financial Officer
- f. **Audit Committee**
 - 1. None.
 - Connie Godfrey, Chair
 - Steven Gravitt, 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 Board Minutes: February 2024 Pg.
 - b. Approved Policy Council Minutes: February 2024 Pg.
 - c. Emotional Support Report Pg.
 - Sharon Price, Executive Director
 - Jessica Coffie, Director of Child Development
 - Daisy Brown, Champion Therapy Center
- 7. **Operations Reports –March 2024**** Pg.
- 8. **Comments and Announcements***
- 9. **Public Comment***
- 10. **Adjournment**

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