

IN COMPLIANCE WITH TITLE 25, OKLAHOMA STATUTES, SECTION 301-304, OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE REGULAR MEETING OF THE UNITED COMMUNITY ACTION PROGRAM, INC. BOARD OF DIRECTORS WILL BE MAY 20, 2025 AT 501 6TH STREET, PAWNEE, OK 74058 AT 10:00 A.M.

This meeting is also open to the public via video or teleconference.

For phone access call 1-346-248-7799 and use Meeting ID: 896 6225 3776

Passcode: 746177

Join Zoom Meeting

<https://us06web.zoom.us/j/89662253776?pwd=uCYoapJi3oUj9bjtfVFkiwGLfAUlzl.1>

Meeting ID: 896 6225 3776

Passcode: 746177

James Adams – in person
Beverly Brownfield – in person
Chris Burnett– in person
Susan Case – in person
Billie Ponca – in person
Bronson Grimes – in person
Harold Harris – in person
Margie Janzen – in person
Teresa Rutherford – in person
Jo Beth Spears – in person
Rhonda Wallace – in person
Mike Waters – in person

Johnny Bryant – in person
Michelle Turner – in person
Janet Thrasher – in person
Kim Rice – in person
Laura Corff –in person
Randy Heisler – in person
Kristin Donnelly – in person
Rozanne Worden – in person
Gary Vance, Jr. – in person
Adam Wheeler – in person
Crystal Kirkham – in person
Monica Sewell – in person

**UNITED COMMUNITY ACTION PROGRAM, INC., BOARD OF DIRECTORS
UCAP OFFICE, PAWNEE, OKLAHOMA**

AGENDA

Tuesday, May 20, 2025

- 1. Meeting Called to Order – 10:00 a.m.**
 - 1. Greetings – Welcome**
 - 2. Roll Call**
 - 3. Invocation**
- 2. Discussion, Consideration and Action, As Needed, of Board Meeting Minutes from March 25, 2025.**
- 3. Discussion, Consideration and Action, As Needed for Financial Updates**
 - 1. Financial Committee Report**
 - 2. Agency Balance Sheets/Expenditure Reports & Credit Card Expenditures and Walmart Expenditures**
 - 3. 401k Audit Engagement Letter**

- 4. Discussion, Consideration and Action, As Needed for Agency Report/Update**
 - 1. Review and Approval of Equal Employment Opportunity/Affirmative Action Plan**
 - 2. Review and Approval of Succession Plan**
 - 3. Review and Approval of 2024 1st Quarter ROMA Logic Model of Outcomes**
 - 4. Acknowledgement and signature of items received by the Board, including the Conflict of Interest Policy Statement, Code of Conduct Policy, By-laws, and Privacy and Confidentiality Policy**
- 5. Board Training- Open Meeting Act Training by OKACAA Executive Director Amanda Ewing**
- 6. CACFP Report/Update**
 - 1. Program Updates**
 - 2. Outcome Report**
- 7. Transportation Report/Update**
 - 1. Consider and Vote on Authorizing Resolution to submit an application to Oklahoma Department of Transportation for Federal Transportation Administration Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities funding to support replacement of rollingstock, if applicable.**
 - 2. Consider and Vote on Authorizing Resolution to submit an application to Oklahoma Department of Transportation for Federal Transportation Administration Section 5339(a) Bus funding to support replacement of rollingstock, if applicable.**
 - 3. Consider and Vote on engagement with Landmark for Public Transit Revolving Fund Audit.**
 - 4. Consider and Vote on Authorizing Resolution to submit an application to Oklahoma Department of Transportation for Public Transit Revolving Funds.**
 - 5. Review CPTS data for first quarter 2025.**
 - 6. Review PICK data for calendar Year 2025.**
 - 7. Review first quarter 2025 Outputs and Outcomes report.**
 - 8. Program Update**
- 8. Housing Report/Update**
 - 1. Program Update**
 - 2. Outcome Report**
- 9. Head Start/Early Head Start Report/Update**
 - 1. Review, Discussion, and Approval of the Self-Assessment and Action Plan**
 - 2. Review/Action on next year's proposed moneys and grant applications**
 - 3. Review/Action on the Program Goals and School Readiness Goal and Action Plan**
 - 4. Program Updates**
 - 5. Outcome Report**

- 10. CASA Report/Update**
 - 1. Pawnee/Osage CASA Staff and Volunteers Weapons Policy**
 - 2. Program Updates**
 - 3. Outcome Report**
- 11. New Business (any matter not known about or which could not have been reasonably foreseen prior to the time of the agenda posting)**
- 12. Adjournment**