

**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 JULY 16, 2024 AT 501 6<sup>TH</sup> 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: 868 2226 7789 Passcode: 907426

Join Zoom Meeting

<https://us06web.zoom.us/j/86822267789?pwd=AbaE8JUb70zpH5ifgUDK3L4Jzp8kqQ.1>

Meeting ID: 868 2226 7789

Passcode: 907426

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- 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, July 16, 2024**

- 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 May 21, 2024 Minutes**
  
- 3. Board Training**
  - 1. Training and Presentation on How to Interpret an Audit by Sue Talkington of Landmark CPA.**
  
- 4. Discussion, Consideration and Action, As Needed for Financial Updates**
  - 1. Approval of 2023 Audit from Review and Training**

- 2. Financial Committee Report**
- 3. Agency Balance Sheets/Expenditure Reports & Credit Card Expenditures and Walmart Expenditures**
  
- 5. Discussion, Consideration and Action, As Needed for Agency Report/Update**
  - 1. Discussion of COLA (Cost of Living Adjustment)**
  - 2. Review and Approval of Customer Satisfaction Survey Results**
  - 3. Review and Approval of 2024 2<sup>nd</sup> Quarter ROMA Logic Model of Outcomes**
  
- 6. CASA Report/Update**
  - 1. Review, Consideration, and Action for Program Goals and Objectives**
  - 2. Review, Consideration, and Action on Budget for OKCASA 2025 Grant**
  - 3. Program Updates**
  - 4. Outcome Report**
  
- 7. CACFP Report/Update**
  - 1. Program Updates**
  - 2. Outcome Report**
  
- 8. Transportation Report/Update**
  - 1. Discussion, Consideration, Action, and Vote for Drug and Alcohol Program Policy Revision**
  - 2. Discussion, Consideration, Action and Vote on Fare Increase for trips 75 miles and over (recommendation to increase from \$1 per loaded mile to \$2 per loaded mile)**
  - 3. Trip Stats by Area (January – May 2024)**
  - 4. PICK Data Breakout (January – May 2024)**
  - 5. Transit Update**
  
- 9. Housing Report/Update**
  - 1. Program Update**
  - 2. Outcome Report**
  
- 10. Discussion, Consideration and Action, As Needed Head Start/Early Head Start Report/Update**
  - 1. Review/Action on Self-Assessment and Action Plan**
  - 2. Review/Action on the Program Goals (5 years) and School Readiness Goals and Action Plan**
  - 3. Review/Action on next year's proposed moneys and grant application**
  - 4. Program Updates**
  - 5. 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**