

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 21, 2024 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: 835 6036 4810

Passcode: 618515

Join Zoom Meeting

<https://us06web.zoom.us/j/83560364810?pwd=leNgnX4knLvWkQniwplGZMaF4YBpNZ.1>

Meeting ID: 835 6036 4810

Passcode: 618515

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 21, 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 Board Meeting Minutes from March 25, 2024.**

- 3. Discussion, Consideration and Action, As Needed, of Special Board Meeting Minutes from April 16, 2024.**

- 4. Discussion, Consideration and Action, As Needed for Financial Updates**
 - 1. Financial Committee Report—There was no separate finance committee report in April because of the Special Board Meeting held on the regular Finance Committee date of April 16, 2024. Financials were presented during the Special Board Meeting and are recorded in the April 16, 2024 Special Board Meeting Minutes.**
 - 2. Agency Balance Sheets/Expenditure Reports & Credit Card Expenditures and Walmart Expenditures**
 - 3. Audit Follow-up Letter from Landmark**

- 5. Discussion, Consideration and Action, As Needed for Agency Report/Update**
 - 1. Review and Approval of Resignation of Board Member Margie Janzen**
 - 2. Review and Approval of Roy Fleshman Appointment of Public Official Representation on Board**
 - 3. Review and Approval of Equal Employment Opportunity/Affirmative Action Plan**
 - 4. Review and Approval of Succession Plan**
 - 5. Review and Approval of 2024 1st Quarter ROMA Logic Model of Outcomes**

- 6. Board Training- Board Role and Responsibilities by Monica Sewell**

- 7. CACFP Report/Update**
 - 1. Program Updates**
 - 2. Outcome Report**

- 8. Transportation Report/Update**
 - 1. Consider and Vote on an Authorizing Resolution for Section 5339 Application to Oklahoma Department of Transportation (ODOT) for replacement vehicles.**
 - 2. Consider and Vote on Public Transit Revolving Fund Application to ODOT.**
 - 3. Outputs and Outcomes for First Quarter 2024**
 - 4. Trip Stats by Area for First Quarter 2024**
 - 5. PICK Project Stats for First Quarter 2024**
 - 6. Transit Update**

- 9. Housing Report/Update**
 - 1. Program Update**
 - 2. Outcome Report**

- 10. Head Start/Early Head Start Report/Update**
 - 1. Discussion, Consideration and Action, As Needed for Head Start Classroom Reduction Locations and the Amount of Funding That Will Be Moved to Allow Salary Increases**
 - 2. Discussion, Consideration and Action, As Needed for Approval of the Corrective Action Plan for the Area of Non-compliance Due June 22, 2024.**
 - 3. Program Updates**
 - 4. Outcome Report**

- 11. CASA Report/Update**
 - 1. Program Updates**
 - 2. Outcome Report**

- 12. New Business (any matter not known about or which could not have been reasonably foreseen prior to the time of the agenda posting)**

- 13. Adjournment**