

Community Council of South Central Texas, Inc., (CCSCT)
Central Board of Directors Meeting
January 27, 2017 1:00 PM
Guadalupe Valley Electric Co-Op, Community Room
927 North Highway 46, Seguin, Texas 78155

REVISED AGENDA

1. Call Meeting To Order
2. Invocation
3. Pledge of Allegiance
4. Promise of Community Action (p. 1)
5. Establish Quorum
6. Approve Order of Agenda - **(Action Item)**
7. Accept comments from the General Public
(Comments shall be limited to three (3) minutes)
8. **INFORMATION AGENDA**
 - A. Texas Department of Housing Community Affairs (TDHCA) Community Services Block Grant and Weatherization Assistance Program Workgroup Meetings. (p.2)
 - B. The 2017 Big Give SA New Braunfels Kickoff Meeting
 - C. Food Truck/Craft Fair Event – Comal County Fair Grounds, June 10 2017 - Handout
 - D. Upcoming Conferences:
 1. CAPLAW, Denver Colorado, June 7-9, 2017 (p.4)
 2. National Community Action Foundation Washington D.C., March 12 -14, 2017(p. 5-6)
 3. Texas Association of Community Action Agencies Conference Austin, May 10 – 12, 2017 (p.7)
 - E. 2017 TACAA Membership Drive (p.8-10)
 - F. National Community Action Membership/CAPAC Contributions (p.11-12)

G. Woodforest Food Drive (p. 13-14)

9. ACTION AGENDA

A. Consider and approve new Board Member for the CCSCT Board of Directors, Low-Income Sector Kerr County- Handout

B. Consider and approve the Nominating Committee Slate of Offices for the Executive Committee: - Handout

1. Vice-President
2. Secretary
3. At-Large

C. Consider and approve Agency Single Audit for FY ending October 31, 2016 as presented by McConnell & Jones LLP (Handout)

D. Consider and approve the proposed amendment to the CCSCT Board of Directors Bylaws.(p. 17-39)

E. Consider and approve meeting minutes for:

1. Central Board of Directors Meeting- November 18, 2016 (p.40-47)
2. Central Board of Directors Meeting- November 29, 2016 (p. 48-50)

F. Consider and approve CCSCT Financial Report – Financial Handout

G. Consider and approve annual Agency-wide budget - Financial Handout

H. Consider and Approve the Finance Committees recommendation to approve the amended CCSCT Financial Policies and Procedures Manual - Financial Handout

I. Consider and approve Program Director's Reports for:

1. Aging (p.54-67)
2. Community Services (p.68-71)
 - a. CSBG
 - b. CEAP
 - c. Tennant Based Rental Assistance
3. Woman, Infant and Children (p.72-77)
4. Rural Child Care (p.78-81)

5. Weatherization (p.82-88)
 6. Human Resources (p.89-94)
- J. Consider and approve proposed amendments and to the CCSCT Strategic Plan – Strategic Handout
 - K. Consider and Approve CCSCT Client Satisfaction Surveys (p.96-110)
 - L. Consider and approve the CCSCT HOME Monitoring Report (p.111-112)
 - M. Consider and approve Resolution for application of the TDHCA Home Reservation System Agreement- Handout
 - N. Consider and approve CCSCT 2017 CSBG Amended CAP & Budget (p. 114-174)
 - O. Consider and approve 2016 CSBG CAP Plan Results (p. 175-178)
 - P. Consider and approve authorizing the Executive Director to sign 2017 CSBG Discretionary contract for direct client assistant \$16250. (p.179)
 - Q. Consider and approve job description for County Coordinator (p.180-183)
 - R. Consider and approve McMullen County donation for Home Delivered Meals Program benefiting CCSCT client in McMullen County. (p. 184-185)
 - S. Consider and approve amended PY2017 Comprehensive Energy Assistance program Service Delivery Plan (p. 186 – 189)
 - T. Consider and approve authorizing the Executive Director to sign 2017 TDHCA Community Affairs Contract for Comprehensive Energy Assistance Program (CEAP) for Dimmit, La Salle and Maverick counties. (p. 190-193)
 - U. Consent Agenda
 1. Community Services Block Grant
 - a. Consider and approve TDHCA Community Service Block Grant Contract no 61160002375 Amend No. 3 FY2016 CSBG- Adds the 4th quarter allocation bringing the total budget allocation to \$686,954. (p.194 -195)

- b. Consider and approve TDHCA Community Service Block Grant Contract No. 61160002375 Amend No. 4 FY2016 CSBG- Adds the 4th quarter allocation bringing the total budget allocation to \$686,954.- Extends the 2016 contract to March 31, 2017. (p. 196-197)
- c. Consider and approve TDHCA Contract # 61170002625 FY 2017 Community Service Block Grant- Includes 1st quarter allocation of \$170,867.00. (p. 198 – 214)

2. Comprehensive Energy Assistance Program

- a. Consider and approve TDHCA Amendment No1. To contract #58160002571 FY 2016 Comprehensive Energy Assistance Program- Extending the Contract to March 31, 2017 and increasing the funding to \$189,273.00. Contract services Dimmit, La Salle and Maverick County. (p. 215 - 218)
- b. Consider and approve TDHCA Amendment No 2. To contract #58160002333 FY 2016 Comprehensive Energy Assistance Program- Extending the Contract to March 31, 2017 and increasing the funding to \$3,163,688.00. Contract services the 19 county CCSCT services area. (p. 219 – 222)
- c. Consider and approve TDHCA Contract no. 58170002584 FY 2017 Comprehensive Energy Assistance Program. Budget allocation of \$2,837,699.00. Contract services 19 county CCSCT service area. (p. 223- 242)

3. Weatherization Assistance Program

- a. Consider and approve TDHCA Amendment No. 3 Contract #81160002408, FY 2016 Low-Income Home Energy Assistance Program- Weatherization Assistance Program extending contract to March 31, 2017. Increased budget allocation to \$360,860. (p. 243-246)
- b. Consider and approve TDHCA Contract No. 81170002658 FY 2017 Low-Income Home Energy Assistance Program - Weatherization Assistance Program. Budget allocation is \$323,667. (p. 247 – 269)
- c. Consider and approve TDHCA Amendment No. 1 Contract #56160002483, U. S. DOE Weatherization Assistance Program. Increases budget allocation to \$107,315.00. (p. 269 – 273)

4. Consider and approve the FY17 WIC Local Agency Funding amendment Notification - LA 69 (p. 274)
5. Aging/Senior Nutrition- Texans Feeding Texans Grant (p. 275 – 296)
 - a. Consider and approve Texas Department of Agriculture, Texans Feeding Texans – Home Delivered Meals (HDM) 2017 Grant Award - Total allocation of \$46,113.20.
 1. HDM- 17-2011 Wilson County – County Match- \$2,059.00- Total award- \$3,270.89 (p.297)
 2. HDM-17-2012 McMullen County – County Match- \$79.25- Total Award- \$1,183.52 (p. 298)
 3. HDM-17-2013 Karnes County- County Match- \$779.25- Total Award- \$6,404.96(p. 299)
 4. HDM-17-2014 Frio County- \$770.50- Total Award- \$2,456.39 (p.300)
 5. HDM-17-2015 Atascosa County- County Match- \$1,974.50- Total Award- \$12,465.44 (p.301)
 6. HDM-17-2016 Comal County- County Match- \$784.65- Total Award- \$1,992.80 (p. 302)
 7. HDM-17-2017 Guadalupe County- County Match- \$5,527.95- \$18,339.20 (p. 303)

V. Consider and approve Executive Director’s Report (p. 304-305)

10. EXECUTIVE SESSION

The Board may at any time during the meeting close the meeting and hold an Executive Session pursuant to the Texas Open Meetings act codified in Sections 551.071-551.090, Texas Government code which permits closed meetings.

A. Pursuant to Tex. Gov’t Code, 551.074(2) to hear a complaint or charge against a former employee.

1. Status of investigation

B. Pursuant to Tex. Gov’t Code, 551.072(1) to deliberate the possible purchase, sale, lease, or value of real property because deliberation in an open meeting would have a detrimental effect on CCSC’s position to negotiate with a third party.

1. Sale of CCSCT property located at 485 N. Sunset Strip, Kenedy, Texas
Office location- Update
2. Office Space Lease- Admin Office Space

11. RECONVENE IN OPEN SESSION

12. ADJOURNMENT

Posted for Public Inspection on this 17th of January 2017 at 4:53 pm by: Kimberly Jonas, Administrative Assistant. This meeting location is wheelchair accessible. Parking for mobility-impaired person is available. Any request for sign interpretive purposes must be made 48 hours in advance of the meeting. To make arrangements, call the Community Council of South Central Texas headquarters at (830) 303-4376.