

Community Council of South Central Texas, Inc., (CCSCT)
Central Board of Directors Meeting
January 24, 2020 – 1:00 PM
Guadalupe Valley Electric Co-Op, Community Room
927 North Highway 46, Seguin, Texas 78155

AGENDA

1. Call Meeting To Order
2. Invocation
3. Pledge of Allegiance
4. Promise of Community Action
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. Organizational Standards Video-Category 7
 - B. Implementation of New Phone System Update
 - C. Recognition from the National Community Action Foundation CEO, David Bradley for the donation made of \$1,260.00
 - D. Recognition from TDHCA on CCSCT meeting all required elements for the PY20 CEAP Delivery Plan
 - E. Recognition from TDHCA on CCSCT meeting 100% of the Organizational Standards
 - F. Invitation to present CCSCT's General Assistance application from Funds for Veterans' Assistance in Austin, TX.
 - G. Recognition for Jesse Flores for earning his BPI Energy Auditor Certification
 - H. 2020 TACAA Membership Deadline is January 24th, 2020

- I. Annual Registration to become or renew National Community Action Foundation Member, CAP-PAC donation, and become a Club 199 Member
- J. Updated Committee Assignments
- K. TWC Grant Presentation Ceremony for CCSCT Self-Sufficiency Grant

9. ACTION AGENDA

- A. Consider and approve resignation for Melinda Molina, Low-Income Sector Representative for Guadalupe County
- B. Consider and approve CCSCT Board of Directors Low-Income Representative for Comal County
- C. Consider and approve the Nominations Committee Slate of Officers:
 - 1. President - Betty Hernandez
 - 2. Treasurer - Judge Glenn Klaus
 - 3. At-Large - Rev. Jimmie Flakes
- D. Consider and approve CCSCT Financial Report
 - 1. Annual Single Audit Status
- E. Consider and approve CCSCT Agency-wide Budget
- F. Consider and approve amendments to CCSCT Fiscal Policies and Procedures
- G. Consider and approve results of Employee Feedback Survey Results
- H. Consider and approve results of Customer Satisfaction Survey
 - 1. CEAP/CSBG/TBRA
 - 2. Weatherization
 - 3. WIC
 - 4. Agency-Wide
- I. Consider and approve results of CCSCT Board of Directors Self-Assessment results
- J. Consider and approve 2019 CAP Results and Success of Outcomes & Strategies, including Summary of NPIs
- K. Consider and approve update on 2018 – 2021 CCSCT Strategic Plan

- L. Consider and approve results of 2019 Agency Scorecard, including revision of metrics for FY 2020
- M. Consider and approve 2020 CCSCT Risk Assessment as recommended the Risk Management Committee
- N. Consider and approve Program Director's Reports for:
 - 1. Community Services Program
 - a. CSBG
 - b. CEAP
 - c. Tenant-Based Rental Assistance
 - 2. Weatherization Assistance Program (WAP)
 - 3. Women, Infant and Children Program (WIC)
 - 4. Grant Writing Activities
 - 5. Human Resources
- O. Consider and approve Executive Director's Report
- P. Consent Agenda
 - 1. Consider and approve the Texas Department of Housing and Community Affairs Contract # 81190003014 Amendment No. 2 Low-Income Home Energy Assistance Act Weatherization Assistance Program (LIHEAP)
 - a. Extending contract from December 31, 2019 to March 31, 2020
 - b. Updating the budget Line Items 3 & 4
 - 2. Consider and approve the Texas Department of Housing and Community Affairs Contract # 81190003014 Amendment No. 3 Low-Income Home Energy Assistance Act Weatherization Assistance Program (LIHEAP)
 - a. Extending contract from December 31, 2019 to March 31, 2020
 - b. Updating the budget for a total amount of \$497,051.00
 - 3. Consider and approve the Texas Department of Housing and Community Affairs Contract #61190003043 Amendment No. 3 for the Community

Services Block Grant Program (“CSBG”) in extending contract form December 31, 2019 to March 31, 2020

4. Consider and approve the Texas Department of Housing and Community Affairs Contract #58190002981 Amendment No. 4 to Comprehensive Energy Assistance Program (“CEAP”) to amend budget and performance statement.
5. Consider and approve the Texas Department of Housing and Community Affairs Contract #56190003125 Amendment No. 1 to Department of Energy (“DOE”) to amend the department obligation and budget for a total amount of \$158,282.00 and
6. Consider and approve the Texas Department of Housing and Community Affairs Contract #81200003186 for the FY 2020 Low Income Home Energy Assistance Program (“LIHEAP”)
7. Consider and approve the Texas Department of Housing and Community Affairs Contract #61190003215 for the FY 2020 Community Services Block Grant Program (“CSBG”)
8. Consider and approve the Texas Department of Housing and Community Affairs Contract #58200003153 for the FY 2020 Comprehensive Energy Assistance Program (“CEAP”)

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. Police report regarding former employee
- B. Pursuant to Tex. Gov’t Code, 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
 1. Update of Employment Process for CCSCT Finance Director
- C. 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 CCSCT’s position to negotiate with a third

party.

D. Pursuant to Tex. Gov't Code, 551.071(1) to seek the advice of its attorney about pending or contemplated litigation or a settlement offer.

11. RECONVENE IN OPEN SESSION

12. ADJOURNMENT

Posted for Public Inspection **on January 17, 2020** by Perla Romero, Executive Administrative Assistant. Pursuant to HB 2840 and the Texas Open Meetings Act, public comments may be made on any agenda item before or during the Board's consideration of any such agenda item except for matters taken up during any Executive Session which, by State law, is limited to only the Board and legal counsel. Others may be present during Executive Sessions only under exceptional circumstances which will be determined on a case by case basis by a majority vote of the Board. Individuals who may need a translator to address the Board will be given at least twice as much time to make his or her statement as anyone addressing the Board who does not need translation assistance. 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.