

AGENDA  
NORTHEAST OKLAHOMA COMMUNITY ACTION AGENCY  
**BOARD OF DIRECTORS' REGULAR MEETING**  
February 27, 2023

NEOCAA Conference Room  
856 E. Melton, Suite C  
Jay, OK 74346  
12:00 PM (noon)



The Board of Directors may discuss, vote to approve, vote to disapprove, or decide not to vote on any item on the agenda.

Call Meeting to Order

1. Roll Call
2. Welcome and Introduction of Guests
3. Consideration and action, as needed, on October 31, 2022 Board Meeting Minutes
4. Consideration and action, as needed, to accept the Financial Audit ending April 30, 2022
5. Consideration and action, as needed, to accept the IRS Form 990 for period ending April 30, 2022
6. Management Report for October, November & December 2022 and January 2023
7. Consideration and action, as needed, to approve the October, November, December 2022 & January 2023 Financial Reports
8. Consideration and action, as needed, to approve the appointing authority for the low-income sector in Cherokee County
9. Consideration and action, needed, to approve representative for the Private Sector of Cherokee County
10. Consideration and action, as needed, to approve the representative from the Private Sector in Ottawa County
11. Consideration and action, as needed, to elect treasurer to the board of directors
12. Consideration and action, as needed, to approve the Affirmative Action Plan
13. Consideration and action, as needed, to approve the Board Orientation Process
14. Consideration and action, as needed, to approve Policy Council Business, including Credit Card Expenditures
15. Consideration and action, as needed, to approve Tahlequah Men's Shelter ESG 22 Grant
16. Consideration and action, as needed, to approve Community Crisis Center ESG 22 Grant

17. Consideration and action, as needed, to approve ESG CR2 funds for Tahlequah Men's Shelter
18. Consideration and action, as needed, to approve ESG CR2 funds for the Community Crisis Center
19. Consideration and action, as needed, to approve DOE Readiness Funds for Weatherization
20. Consideration and action, as needed, to approve the CSBG 1<sup>st</sup> Allocation budget & funds
21. Consideration and action, as needed, to approve the CSBG Tax Aide Discretionary Grant & Funds
22. Consideration and action, as needed, to approve the Contract with Gail Sperry for Literacy Consultant
23. Consideration and action, as needed, to approve Amended Personnel Policies
24. Consideration and action, as needed, to approve the Amended Organizational Chart
25. Consideration and action, as needed, to approve EHS & EHS-CCP Non-Federal Share Waiver
26. Consideration and action, as needed, to approve the Evidence-based COVID-19 Mitigation Policy
27. Consideration and action, as needed, to go into Executive session under the open Meeting Act, Section 25 O.S. 307 (B) (1) to discuss the annual evaluation & compensation of John Ann Thompson, Executive Director
28. Consideration and Action, as needed, to return to regular meeting from executive session
29. Consideration and action, as needed, to approve the evaluation & compensation of John Ann Thompson, as discussed in Executive Session.
30. Consideration and action, on items over \$5000.00
  - a. EHS Dramatic Play Lofts
  - b. EHS Lakeland Xerox Machine
  - c. Lakeshore Training
  - d. Lakeshore Changing & Transition Table
  - e. Playbydesign Cantilever/Shade for ES
  - f. Playbydesign Duraplay Surface for ES
  - g. HVAC System
  - h. Saunders & Associates for Audit & 990
  - i. Line of Credit Payment
31. Discussion
  - A. DHS Monitoring

- B. OHFA Monitoring
- C. EHS/EHS-CCP Monitoring
- D. Nepotism
- E. Audit RFP
- F. CSBG-CV Monitoring
- G. Home Rental Increase
- H. Community Action Plan

- 32. New Business
- 33. Announcements
- 34. Adjournment