



**Community Action Inc. of Central Texas**  
**Board of Directors Meeting**  
 January 18, 2024, 6:00 P.M.  
 San Marcos, Texas  
FINAL Agenda-

Visitors and the press are welcome to attend.

<b>1.0</b>	<b>Call to Order and Review of Agenda – Insley</b>	
	<b>Community Action’s Mission: “Our mission is helping Central Texans achieve economic self-reliance through a wide range of services and community partnerships”</b>	
<b>2.0</b>	<b>Roll Call – Mudd</b>	
<b>3.0</b>	<b>Public Comment Period</b> (Public comments are limited to 2 minutes per individual) –Insley	
<b>4.0</b>	<b>Minutes-Insley</b>	Page No.
	4.1 Executive Committee Minutes November 16, 2023 (for approval)	1-6
<b>5.0</b>	<b>Correspondence, for review and discussion-Mudd</b>	
	5.1 2024 Approved Service Delivery Plan from TDHCA	7
	5.2 Office of Head Start Monitoring Review Report	8-11
	5.3 A Washington CDC Investigation Letter	12-16
<b>6.0</b>	<b>Leadership Programmatic Reports</b>	
	6.1 Executive Director-Doug Mudd	
	6.1.1 Request for Board Member to be on Grants Advisory Committee (for action)	17
	6.1.2 Organizational Standards Report Card	18-
26	6.2 Human Resources-Ruth Salinas	27-
31	6.3 Agency Financial-Herington	32-
52	6.3.1 Basic Financials	
	6.3.2 Grant Financial Report	
	6.3.3 Head Start Program Budget Reports	
	6.3.4 Head Start In-Kind	
	6.3.5 Head Start Program CACFP Report	
	6.3.6 Credit Card Report	
	6.3.7 Other Credit Card Purchases	
	6.4 Adult Education-Glenda Rose	53
	6.5 Community Services- Francesca Ramirez	54-
55	6.5.1 Customer satisfaction report & analysis [OS 1.3]	56-
59	6.6 Health Services-Stacey Martinez	60-
63	6.7 Head Start – Danielle Engelke	64-66
	6.8 Home Visiting-Megan Campbell	67-
69	6.9 Youth Services-Cristal Lopez	70-
71		
<b>7.0</b>	<b>Action Items-Review, Discuss and Take Proper Action</b>	
	7.1 Bylaws and Employee Handbook Approvals- Doug Mudd	72
	7.1.1 Employee Handbook changes (for approval)	73-
135	7.1.2 Board Bylaws changes (for approval)	136-
155	7.2 Grant Budget Approvals (2024-25) Keith Herrington	
	7.2.1 RASP: State Services, Ryan White B, and HOPWA 24-25 Budget (for approval)	166-

7.2.2 Adult Education (for approval)	169
7.3 De Minimis Indirect Cost Rate (for approval) -Keith Herrington	170
7.4 Consider appointment of Judge Brett Bray as elected representative for Blanco County to be on Community Action Board (for approval) Diane Insley	(No
document)	
<b>8.0 Success Story- Home Visiting Program: Megan Campbell</b>	
<b>9.0 Board Member's Opportunity to Share</b>	
<b>10.0 Board President's Report.</b> -Insley	
Next Board of Directors Meeting: March 21, 2024	
<b>11.0 Adjournment</b> – Insley	

*Community Action, Inc. Board of Directors may convene an executive session at any time between the call to order and adjournment for any purpose authorized in the Texas Revised Civil Statutes Code, Article 6252-17. Prior to call for such a session, the chairman will cite the specific section of this article for authorization. Any board action developing from the executive session will be taken in open session.*