

HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INCORPORATED
BOARD OF DIRECTORS MEETING HELD AT EAST MISSOURI ACTION AGENCY
403 PARKWAY DR, DESLOGE, MISSOURI
MEETING HELD ON APRIL 24, 2017

Note: To promptly inform EMAA staff members and other interested persons of the results of meetings of the Governing Board for the Agency, brief summaries are posted on bulletin boards throughout EMAA and are provided to local newspapers immediately following each meeting.

The dinner began at approximately 6:15 p.m. and the Board was called to order at approximately 6:45 p.m. A quorum was present at the Board meeting. The following are highlights of actions taken by the EMAA Board of Directors during this meeting.

1. **Review of Agenda:** The Board reviewed and approved the April 24, 2017 agenda with 1 additions. The approval of the S.E.L.F. Program Management Position Rating and Scoring which was placed under Personnel / EO Committee.
2. **Review and Approval of Minutes:** The Board reviewed and approved the March 27, 2017 EMAA Board of Directors Regular Meeting minutes with no corrections noted.
3. **Executive Director Report:** Keri McCrorey gave a verbal report to accompany her written report provided in the board book.
4. **Information Items:** These items are for informational purposes only: no action is required of the board.
 - a. LIHEAP 5 Year Comparison Chart
 - b. Head Start CLASS Review results
 - c. Head Start Enrollment/Screening – CACFP – Attendance information
5. **Consent Calendar Items Approved:**
 - a. Proposed acceptance of the CSBG Contract Allocation Amendment for the FY17 Program Year: The amendment allocations include FY16 carryover and FY17 remaining extension. The measure was accepted by the board.
 - b. Renewal of the Shelter Plus Care (SPC) Contract: The Housing Dept. has administered the SPC Program since 1993. The program is designed similar to the HUD Section “8” Voucher Program: rental assistance is provided to qualifying applicants who are referred from the Missouri Department of Mental Health. The board approved the measure to allow the Executive Director to execute the contract with DMH for FY17.
6. **Personnel / Equal Opportunity Committee:**
 - a. Personnel action for March 2017: no action required: informational purposes only
 - b. Proposed approval to Pilot a Compressed Work Week: Board of Directors were presented with information on the benefits of a compressed work week. A time of discussion was had. The Board approved the pilot beginning June 12 with the work day beginning at 7:30 a.m. to 5 p.m.
 - c. Approval of the S.E.L.F. Program Management Rating and approval: After a short discussion, the rating and scoring for the position was approved.
7. **Finance Committee:**

The following reports were provided to the committee and board for informational purposes and approval.

 - a. Schedule of Program Revenues & Expenditures – Regulatory Basis February 28, 2017
 - b. Statement of Financial Position
 - c. Monthly Card per Program Breakout and Statements for February 22 and March 8, 2017
 - d. Travel Report for March 2017
 - e. Approval to accept proposal of the Greenhouse Cooling System: After discussion, the board approved the proposal for the cooling system.
8. **Program Committee:**
 - a. Proposed approval of Head Start Annual Self-Assessment: Board of Directors approved the self-assessment.

9. New Business:

- a. Roles and Responsibility Training by Keri McCrorey

10. Open Comment: No comments were offered.

11. Next Meeting Date: The next Board meeting will be held on May 22, 2017.

12. Adjournment: With no need to enter into closed session; the Board adjourned at 7:30 p.m.