

HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INC.
BOARD OF DIRECTORS MEETING
MONDAY, February 24th, 2020

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held February 24, 2020 at 903 E. Chestnut, Desloge, Missouri.

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, posted on the Agency's website under Board Highlights 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 highlights of actions taken by the EMAA Board of Directors during this meeting.

Board Members Present: Denis Moore, Sonya Fulton, Lisa Reitzel, Tina McMahon Lee Asher, Jim Scaggs, Jockese Martin, Tami White, Jim Thompson, Vicky Brewington, Mike Sauer, Letitia Dixon, Bernice Noble, Laura Bourisaw, Tammy Durbin, Julie Bova,

Board Members Absent: Chester Hayes, Patrick Mullins, Tonya Martin, Khala Young, David Sansegraw, Daniel Wichmer, Linda Woods

Staff Present: Keri McCrorey, Julie Pfeifer, Debbie Myers, Renee Killian, Cathy Poole, Dave Scheck, Jaci Rogers, Bill Tucker, Greg Shinn – Agency CPA

1. **Review of Agenda:** The Agenda was approved.
2. **Review and Approval of Minutes:** The Board reviewed and approved the Executive Committee the 11-25-19 regular Board of Directors Meeting Minutes and the 12-16-19 Executive Committee Meeting minutes. The minutes were approved.
3. **Executive Director Report:** Keri McCrorey provided a verbal overview of the written report in the Board briefing book.
4. **Information Items:**
 - A. Head Start Enrollment –Screenings- CACFP-Attendance November 2019, December 2019 and January 2020 – Informational purposes only
 - B. Head Start Continuation Grant for 2020 - Informational purposes only
 - C. EMAA Head Start Annual Report 2019- Informational purposes only
 - D. Head Start Monitoring Results - Informational purposes only
 - E. Weatherization Technical Monitoring Visit and EMAA Response – Informational purposes only

5. Consent Calendar Items:

1. Proposed Approval to Apply for United Way Funding St Francois County Summer Food, Food Program: The Executive Director and the Community Services Director is requesting the EMAA Board of Directors approve the United Way of St Francois County Summer Food Feeding Grant. The Board of Directors approved the proposal.
2. Proposed Approval to Apply for the United Way Funding St Francois County Emergency Funds: The Executive Director and the Community Services Director recommend that the Board of Directors approve to apply for the funding opportunity from United Way of St Francois County. The Board of Directors approved the proposal.
3. Proposed Acceptance of the Additional CSBG Contract Allocation for the FY20 Program Year: EMAA is expecting a proposed amendment to the FY20 CSBG contract from the Missouri Department of Social Services. The Board of Directors approved the proposal.
4. Proposed Acceptance of the Liberty Gas Contract for the FY20 Program Year: EMAA has received the contract for the FY2020 Liberty Gas Program with the Department of Economic Development now known as the Department of Natural Resources. The Board of Directors approved the proposal.

6. Action on Committee Reports: as follows:

A. Personnel / Equal Opportunity Committee:

1. Personnel Action Reports – November 2019, December 2019 and January 2020 –
Informal purposes only
2. Proposed Approval for Seating of Head Start Policy Council Liaison to the EMAA Board of Directors: The Executive Director and Head Start Director recommends the Board of Directors seat the new Policy Council Liaison. The Policy Council elected Deanna Hornbuckle as the new liaison in January 2020. The motion carried.

B. Finance Committee:

1. Financial Reports for September 2019, October 2019, November 2019 and December 2019: Informational purposes only
2. Cash Journal & One Card Statements for October 2019, November 2019 and December 2019: Informational purposes only
3. Travel Report for October 2019, November 2019 and December 2019:
Informational purposes only

4. Proposed Authorization to change bank account for Women’s Wellness:
The executive director recommends the Board of Directors approve the opening of a checking account and to approve the designation of authorized signers. The Board of Directors approved the proposal.

C. Program Committee:

1. Proposed Approval for Head Start Eligibility Priority Criteria/Data Entry: The Executive Director and the Head Start Director recommends the Head Start Policy Council and EMAA Board of Directors approve the proposed Head Start Eligibility Priority Criteria/Data Entry as presented. The Board of Directors approved the proposal.
 2. Proposed Head Start Self-Assessment Tool for 2020: The Executive Director and the Head Start Director recommends the Board of Directors and Head Start Policy Council approve the use of the EMAA Head Start Monitoring Plan and Head Start Performance Standards for the self-assessment for the 2020 year. The Board of Directors approved the proposal.
 3. Proposed Approval to Apply for Missouri Rural Health Association (MRHA) Funding: The Executive Director and Community Services Director recommend that the EMAA Board of Directors approve to apply for the funding opportunity from Missouri Rural Health Association. The Board of Directors approved the proposal.
 4. Proposed Approval to Apply for Missouri Housing Innovation Program Funding: The Executive Director and the Community Service Director recommend that the Board of Directors approve to apply for the funding opportunity from Missouri Housing Innovation Program. The Board of Directors approved the proposal.
 5. Proposed Approval for Women’s Wellness Program to Apply for the Right Time Initiative Funding Grant: The Executive Director and the Women’s Wellness Program Director recommend that the EMAA Board of Directors approve the proposal to apply for the Right Time Initiative Funding Grant. The Board of Directors approved the proposal.
7. **Report by Tammy Durbin, Board Liaison to Head Start/Early Head Start Policy Council:**
Tammy Durbin reported that the Policy Council met on February 3rd. They approved the Eligibility Priority Criteria/Data Entry and Self-Assessment Tool that was presented this evening to the Board of Directors for approval. Renee Killian mentioned her appreciation for Tammy and all her efforts with the Policy Council.
8. **Old Business:**
- A. Calendar of Future Board of Directors Decisions for 2020: Denis Moore directed board members to note pages 165 to 167 regarding future Board action items.
 - B. Tentative Schedule of Future Board Meetings for 2020: Denis Moore directed Board member to page 164 of the board briefing book for the proposed schedule of future board meetings.

9. New Business:

- A. Housing Department Board Training – Bill Tucker provided the training to the Board of Directors on some aspects of the Housing Program.
- B. Review EMAA Vendor List – each of the Board of Directors received a copy of the Vendor List to review.
- C. Required annual documents to obtain Board Member signatures – The Board Members received the Code of Ethics, Conflict of Interest and Board Member Job Description to obtain their signature. .

12. Open Meeting - Comments: There were no open meeting comments

13. Notice of Closed Session: There was no closed session

14. Report from closed meeting:

15. Adjournment: The motion carried to adjourn. The meeting adjourned approximately 9:05 pm.

NOTE: A full copy of the Board of Directors meeting minutes are available upon request Monday through Thursday from 7:30 a.m. to 5 p.m. Contact Debbie Myers, Executive Secretary, at 573.431.5191 ext. 1142 or via e-mail at dmyers@eastmoaa.org