

**Little Dixie Community Action Agency, Inc.**  
**Board of Directors and/or Executive Committee Meeting**  
**10:00 a.m. Tuesday, February 14, 2012**  
Little Dixie Homeownership Center  
500 East Rosewood  
Hugo, Oklahoma

**AGENDA**

**Invocation**

**A. Opening of Board Meeting – Roll Call**

**Consent Docket – The following items of business indicated by brackets (C & D, and E & F) may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board desires to have discussion about at the meeting, in which cases, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Docket.**

**B. Recognition of new board member Michael Riser, as a Public Sector representative for Pushmataha County, representing the Antlers City Council.**

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**C. Consideration, Discussion and Vote to Approve January 2012 Minutes**

**D. Consideration, Discussion and Vote to Approve December 2011 Financial Reports**

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**E. Consider Submission of Resolutions and/or Grant Applications - \$1,051,712**

1. Merrick Foundation - \$5,000
2. Weyerhaeuser Foundation - \$15,000
3. Inasmuch Foundation - \$5,000
4. Kirkpatrick Foundation - \$5,000
5. Dollar General Literacy Foundation Adult Literacy Grant - \$15,000
6. Victims of Crime Act (VOCA) Application to District Attorney's Council - \$35,000
7. Transit 5311 Funding Application/Resolution to Okla. Dept. of Transportation - \$971,712
8. Resolution Authorizing Executive Director to Execute Legal Matters/Documents on Behalf of the Agency.

**F. Consider Acceptance of Grants/Contracts/Awards - \$187,339.09**

1. CSBG FY 12, 2<sup>nd</sup> Allocation (\$15,191) and 3<sup>rd</sup> Allocation (\$19,779) - \$34,970
  2. OKC Area Inter-Tribal Health Board Dental Support Center Mini-Grant - \$2,000
  3. Organizational Underwriting Grant Award from NeighborWorks America - \$128,500
  4. March of Dimes Grant - \$13,000
  5. Oklahoma CASA Association State Appropriated Funds - \$8,369.09
  6. Oklahoma Partnership for School Readiness Grant for Professional Development - \$500
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**G. Consideration, Discussion and Vote to Appoint Jeannie McMillin as the LDCAA Equal Employment Opportunity Officer.**

**H. Consideration, Discussion and Vote to Appoint David Dyer as a Kiamichi Development Company Board Member.**

**I. Consideration, Discussion and Vote to Approve Little Dixie Vehicle Maintenance Policy.**

**J. Consideration, Discussion and Vote to Approve Little Dixie's Cost Allocation Plan.**

**K. Consideration, Discussion and Vote to Approve Little Dixie's 2012 Agency Budget.**

**L. Consideration, Discussion and Vote for Waiver/Exemption of Conflict of Interest for Dolly Burton, Willard Jones, and Lakishia Lee for D.H.S &/Or D.O.E Weatherization Funds/Assistance.**

**M. Consideration, Discussion and Vote to Approve Changes to the Head Start/Early Head Start Organizational Chart.**

**N. Consideration, Discussion and Vote to Approve the 2012-2013 ERSEA Plan.**

**O. Report from Finance Committee**

**P. Update on Kiamichi Development Company Activities**

**Q. Board Governance Training**

**R. Parks Report**

**S. Head Start Policy Council Report**

**T. Presentation of Employee of the Month and Service Awards**

**U. Other Reports/Announcements/Correspondence** – Head Start/Early Head Start 2011-2012 Self-Assessment Report Program Improvement Plan and Follow-up; HS/EHS Enrollment/Attendance Report; HHS Communication and Guidance Reports; USDA Meals & Snack Report; HS/EHS Program Summary Report

**V. Consideration, Discussion and Vote on New Business (Not known about or which could not have been reasonably foreseen prior to the time of posting the Agenda. Okla. Stat. Title 25 § 311).**

**W. Consideration, Discussion and Vote to Adjourn**