



**ADVISORY BOARD MEETING
AGENDA**

**2524 N. Closner Blvd. Edinburg TX
Friday, September 28, 2018
11:30 am**

- I. Roll call and establish quorum
- II. Presentation and possible approval of Board Minutes for meeting of August 24, 2018.
- III. Discussion, consideration, and possible action to approve update of Community Action Advisory Board Election Document related to procedures related to breaking election ties.
- IV. Election of CAB Officers as prescribed by Article IV of By Laws.
 - A. Discussion, consideration to accept slate of officers as recommended by Nominations Committee.
 - B. Nomination of candidates for Chair
 1. Election of Chair
 - C. Nomination of candidates for Vice-Chair
 1. Election of Vice Chair
 - D. Nominations for candidates for Secretary
 1. Election of Secretary
- V. Discussion, consideration, and possible action to adopt the updated Case Management Matrix that outlines the allowed expenditure amounts per student for education assistance.
- VI. Discussion, consideration and possible action to adopt policy related to Addressing Audit Findings.
- VII. Discussion, consideration, and possible action to recommend requesting Hidalgo County assistance with funding of employee retirement.
- VIII. Ratify action of Commissioners Court on September 18, 2018 for the request to open two (2) new bank accounts for the following grants: Foster Grandparents Program (FGP) and Senior Companion Program (SCP), with authorization for Jaime Longoria to sign any and all pertinent documents associated with the establishment of the accounts.
- IX. Ratify action of Commissioners Court on September 18, 2018 for the acceptance of the donation from NEC CO-OP Energy in the amount of \$436.14, under the Member to Member program, earmark to assist NEC CO-OP Energy customers qualifying for utility assistance in Hidalgo County.
- X. Report and discussion regarding the decision letter received on September 11, 2018 by Texas Department of Housing and Community Affairs on the onsite monitoring review conducted August 6-8, 2018 (Community Services Block Grant (CSBG) Contract Nos. 61170002636 and 61180002861 Comprehensive Energy Assistance Program (CEAP) Contract Nos. 58170002587 and 58180002784).
- XI. Discussion regarding replenishment of Hidalgo County CSA Local Fund.
- XII. Report discussion regarding results of 2017 Single Audit.
 - A. Discussion and consideration to form audit review committee.

XIII. Executive Director's Report

- A. Present client survey results for CSA and Bravo August 2018.
- B. Provide board members programmatic reports for the month of August 2018 for current programs.
- C. Board Governance
 - Provide Advisory Board Members training on their Duties and Responsibilities.
- D. Strategic Plan and Community Action Plan Update for 2018
- E. Provide an overview of the 2018 Organizational Standards compliance items that will be submitted September 28, 2018 to TDHCA.
- F. Financial Report

XIV. Community Comments

XV. Adjourn