



COMMUNITY ACTION PROJECT OF TULSA COUNTY
Board of Directors Meeting
May 9, 2024 – 8:00 a.m.

This meeting will be held at CAP Tulsa, 5330 East 31st Street, Tulsa, OK 74135
Boardroom on the Main Level

AGENDA

(Board may act on any of the agenda items listed below.)

1. Call to Order

- a. Compliance with Oklahoma Open Meeting Act
- b. Disclosure of Conflicts of Interest
- c. Introductions, Roll Call, and Declaration of Quorum

CONSENT AGENDA

- 2. Minutes from March 14, 2024, Meeting**
- 3. Renewed Board Term for Dr. Anita Ede**
- 4. Renewed Board Term for Mica Harding**

BUSINESS AGENDA

- 5. Consideration of and Motion on approval of the Finance Committee Report**
 - a. Finance Committee Minutes – March 2024 and April 2024
 - b. Financial Reports – January 2024 and February 2024
 - c. Credit Card Report – January 2024 and February 2024
 - d. Fund Development Report
 - e. IT Report
- 6. Consideration of and Motion on approval of the Client Services Reports**
 - a. Client Services Committee Report
 - b. Head Start and Early Head Start Reports
 - c. Policy Council Minutes and Report
- 7. Consideration of and Motion on approval of the Human Resources Committee Report**

- 8. Consideration of and Motion on approval of the 2024-2025 with Oklahoma State Department of Education, and Oklahoma Early Childhood Program 2024-2025 Provider Agreements and Provider Budgets**
- 9. Consideration of and Motion on approval of the 2024-2025 Continuation Application for Early Head Start-Child Care Partnerships (EHS-CCP) Grant Funds (Grant No. 06HP000477)**
- 10. Consideration of and Motion on approval of the Head Start Expansion Grant Application**
- 11. Consideration of and Motion on approval of the Agreement with Board of Regents of the University of Oklahoma, Child Achievement Research Partnership (CARP)**
- 12. Consideration of and Motion on approval of the Agreement with Board of Regents of the University of Oklahoma, OECP Evaluation**
- 13. Consideration of and Motion on approval of the Worker's Compensation Contract Renewal**
- 14. Consideration of and Motion on approval of the Family & Children's Services Contract and Not to Exceed Budget for 2024-2025**
- 15. Consideration of and Motion on approval for the Renewal of Agreement with Native American Coalition of Tulsa (NACT) to Provide Head Start Services at Eugene Field Early Childhood Education Center**
- 16. Consideration of and Motion on approval of the Nutrition Services Agreements with Tulsa Public Schools, Union Public Schools, and Sand Springs Public Schools**
- 17. Consideration of and Motion on approval of the Service Agreement with Tulsa Public Schools for Custodial Services at McClure, Skelly, Frost, Eugene Field, and Disney Early Childhood Education Centers**
- 18. Consideration of and Motion on approval of the Service Agreement with Office Express Janitorial Services for Briarglen, Rosa Parks, ECDC Reed and Reed Early Childhood Education Centers**
- 19. Consideration of and Motion on approval of the MOU with Union Public Schools for Head Start services at Rosa Parks Early Childhood Education Center**
- 20. Consideration of and Motion on approval of the Intellectual Property Agreement between CAP Tulsa and Karen Kiely**
- 21. For information only: Child Health & Safety Report**

- 22. For information only: Budgetary Operational Progress**
- 23. For information only: 403(b) Annual Plan Review as of December 31, 2023**
- 24. For information only: Q1 2024 Pulse Survey Results**
- 25. For information only: Q1 2024 Operational Plan Update**
- 26. For information only: Strategic & Operational Performance Dashboard**
- 27. For information only: 2024-2025 School Calendar**
- 28. For information only: Q1 2024 Advocating for Families Update**
- 29. For information only: Employee Childcare Pilot**
- 30. For information only: New Vendors added in Q1 2024**
- 31. For information only: FY 2024 COLA Funding Guidance for Grant No. 06CH102014 and Grant No. 06HP000477**

32. President's Report

33. Executive Director Report

- Mar 4 & 5: Tulsa Chamber OneVoice Day at the Capitol
- Mar 5: Carrie Williams, OPSR
- Mar 6: OKACAA Special Board Meeting
- Mar 7: Reception Welcoming Newly Appointed Mental Health Commissioner
- Mar 8: Cindy Decker, Tulsa Educare
- Mar 11: Annual TAUW Site Visit @ Disney
- Mar 12: Interview OU ECEI GKFF Endowed Chair Candidate
- Mar 12: CAP Tulsa 403b Investment Committee with BOKf
- Mar 14: CAP/TPS Partnership Meeting
- Mar 15: Early Childhood Legislative Update
- Mar 25: NHSA Stand Up Meeting
- Mar 26: Interview OU ECEI GKFF Endowed Chair Candidate
- Mar 26: Dr. Angelica Reyes, TCC re HR Committee
- Mar 26 & Mar 27: OKACAA Executive Directors Call
- Mar 27: I&D Consortium: Hannibal Johnson
- Mar 28: Critical Thinking Skills Course Instructor
- Mar 29: Early Childhood Legislative Update
- Apr 2: Hosted Emma Sisson visit to Skelly
- Apr 2: Housing Solutions Board meeting
- Apr 3: TAUW Torch Rally
- Apr 4: Tulsa Regional Chamber DEI Advisory Committee
- Apr 4: OU ECEI/CAP Tulsa Partnership Meeting

Apr 4: Women's Leadership Conference Panel Preparation
Apr 5: TCC Child Development Spring Advisory Board Meeting
Apr 9 & 11: OKACAA Executive Directors Call
Apr 12: Persimmon Group Breakfast Club
Apr 12: Early Childhood Legislative Update
Apr 16: OK Policy Legislative Briefing Breakfast 2024, OKC
Apr 16: Dr. AJ Griffin, Potts Family Foundation
Apr 16: HS Finance Committee Meeting
Apr 17: OKACAA Board Meeting
Apr 17: OCCJ Panel: The Intersection of DEI and Politics
Apr 17: Carrie Williams, OPSR
Apr 25: GKFF Spring Gathering
Apr 26: Lunch with Paula Settoon
Apr 26: Early Childhood Legislative Update
Apr 27: CAP Tulsa Zoo Day Volunteer

34. New Business: *[Pursuant to Title 25 Oklahoma Statutes, Section 311(A)(9), "...any matter not known about, or which could not have been reasonably foreseen prior to the time of posting." 24 hours prior to meeting]*

35. Adjournment

a) **Next meeting July 18, 2024**