



Board of Directors Meeting Agenda June 27, 2023

The June Meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, June 27, 2023, at 5:30 PM MT at the Project BRAVO Central Center located at 2000 Texas Avenue, El Paso, TX 79901.

A copy of the agenda and board packet will be posted at www.projectbravo.org under the "Resources"/"Board of Directors" tabs. Members of the public may address the Board of Directors at the meeting by calling the Executive Assistant (915) 562-4100 ext. 114 at Project BRAVO at least 24 hours in advance of the scheduled meeting to place their name and topic on a list that will be given to the Board Chair on the day of the meeting. There will be a 3-minute time limit to make a public comment presentation. Directors will not hold a discussion about the topic presented by a member of the public if it is not on the agenda. Rather, at the Chairperson's discretion, the item may be assigned to a committee for review.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order reflected on this meeting notice.

All items on the consent agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.

I. Call to Order

II. Certification of Quorum

III. Public Comment

IV. Consent Agenda: *Fernando Escobedo, Board Chair*

- A. Review and approve the meeting minutes from April 24, 2023 per **Organizational Standards 5.5, 5.9, & 8.7** | Page _____
- B. Review and approve the following program reports, per **Organizational Standard 5.9, & 6.5**
 - 1. April & May 2023 Community Services, Weatherization & HVAC, and Housing Services | Page _____
 - 2. April & May 2023 Human Resources | Page _____
 - 3. April & May 2023 Strategic Plan | Page _____
 - 4. Customer Satisfaction Report | Page _____

V. Committee Reports

A. Executive Committee: *Laura Ponce, Executive Director*

Review the following reports:

- 1. Contract Activity Report | Page _____
- 2. Program Monitoring Report | Page _____
- 3. Board Roster Report, per **Organizational Standards 1.1, 5.1, 5.4, 5.5, 5.6, & 5.7** | Page _____
- 4. Organizational Standards Report | Page _____
- 5. Executive Director Report



B. Finance Committee

1. Review and Accept the April & May 2023 Finance Reports, per **Organizational Standard 8.7**: Alberto Mesta, Jr. | Page_____

VI. New Business

- A. Update on the 2022 Fiscal Audit and Filing of 2021 Form 990, per **Organizational Standards 8.1 & 8.6**: *Laura Ponce, Executive Director*
- B. Approve Laura Ponce as the Primary Signatory as President for El Paso Community Action Program Project BRAVO, Inc. for the J.P. Morgan Chase Bank Account : *Laura Ponce, Executive Director*
- C. Reaffirm Laura Ponce, Executive Director and Approve the Addition of Ema Marciscano, Community Services Manager, and Mike Martinez, Weatherization & Maintenance Manager, as Signatories to the First American Bank Account with Authority to Sign Checks : *Laura Ponce, Executive Director*
- D. Request Volunteers from the Board to serve as Signatories for the First American Bank Account and J.P. Morgan Chase Bank Account for El Paso Community Action Program Project BRAVO, Inc. : *Laura Ponce, Executive Director*
- E. Approve the Stated Board Members as Signatories for the First American Bank Account and J.P. Morgan Chase Bank Account for El Paso Community Action Program Project BRAVO, Inc. : *Laura Ponce, Executive Director*

VII. Old Business

- A. None.

VIII. Adjourn to Executive Session: *Fernando Escobedo, Board Chair*

This meeting is to be closed to review and discuss personnel matters under Tex. Gov't Code 551.074. Should any final action, decision, or vote be required in the opinion of the Board of Directors with regard to any matter considered in such a closed meeting, then the Board may take action or vote on a matter posted for closed meeting when it reconvenes in open session.

IX. Community Updates: *Board Members*

- X. **Confirm Next Meeting Date/Time:** Tuesday, July 25, 2023, at 5:30 PM

XI. Adjournment