



Board of Directors Meeting Agenda January 25, 2022

A regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, January 25, 2022, at 5:00 PM in person at the Project BRAVO Central Center located at 2000 Texas Ave., El Paso, TX 79901.

Project BRAVO is taking precautionary measures to minimize the spread of COVID-19. Members of the public that wish to attend the board meeting have three options: request a link to attend the meeting virtually by emailing acortez@projectbravo.org, call into the meeting at (731) 327-2264, or attend the meeting at the Central Center located at 2000 Texas Avenue. All board members, staff, and members of the public that attend the in-person meeting must wear a mask over the mouth and nose, keep social distance, and sit or stand in their designated areas.

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.

- I. **Call to Order**
- II. **Certification of Quorum**
- III. **Public Comment**
- IV. **Consent Agenda: Fred Perea, Board Chair**
 - A. Review and approve the meeting minutes from December 07, 2021, per **Organizational Standards 5.5, 5.9, & 8.7** | Page_____
 - B. Review and approve the following program reports, per **Organizational Standard 1.3, 5.9, & 6.5**
 1. October, November and December 2021 Community Services | Page_____
 2. October, November and December 2021 Weatherization & HVAC Services | Page_____
 3. October, November and December 2021 Housing Services | Page_____
 4. October, November and December 2021 Human Resources | Page_____
 5. October, November and December 2021 Strategic Plan | 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 September, October, November and December 2021 Finance Reports, per **Organizational Standard 8.7:** *Alberto Mesta, Treasurer* | Page _____

VI. New Business

- A. Swear in Public Sector Board Representative Christina Sanchez to Serve on the Project BRAVO Board of Directors as Designee for County Attorney Jo Anne Bernal, per **Organizational Standard 5.1:** *Laura Ponce, Executive Director* | Page _____
- B. Presentation of the 2022 Budget Calendar, per **Organizational Standard 8.9:** *Martin Dominguez, CFO* | Page _____
- C. Review and Approve Amendment to 403b Plan Document: *Laura Ponce, Executive Director* | Page _____
- D. Resolution to Authorize the Executive Director to Sign Contracts and Agreements on Behalf of Project BRAVO *Laura Ponce, Executive Director* | Page _____

VII. Old Business

- A. Discuss Process for the 2021 Performance Evaluation of the Project BRAVO Executive Director per **Organizational Standard 7.4:** *Laura Ponce, Executive Director* | Page _____

VIII. Adjourn to Executive Session: *Fred Perea, 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, March 1, 2022, at 5:00 PM

XI. Adjournment