



Board of Directors Meeting Agenda March 26, 2024

The March 2024 Meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, March 26, 2024, 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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: *Luis Carlos Perez, Board Chair*

- A. Review and approve the meeting minutes from February 27, 2024 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. February 2024 Community Services, Weatherization & HVAC, and Housing Services | Page___
 - 2. February 2024 Human Resources | 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 Approve the February 2024 Finance Reports, per **Organizational Standard 8.7**: *Fernando Escobedo, Jr.* | Page___

VI. New Business

- A. Update on the Community Needs Assessment and Strategic Plan Process: *Laura Ponce, Executive Director*
- B. Review and Acknowledge Receipt of the El Paso Community Action Program – Project BRAVO, Inc. Code of Conduct Policy, per **Organizational Standard 5.6** : *Laura Ponce, Executive Director* | Page___

VII. Old Business

- A. Review and Ratify the Line of Credit Agreement with First American Bank: *Laura Ponce, Executive Director* | Page___
- B. Update on the Northeast Low-Income Representative Election: *Laura Ponce, Executive Director* | Page___
- C. Discuss Process for the 2023 Performance Evaluation of the Project BRAVO Executive Director per **Organizational Standard 7.4**: *Laura Ponce, Executive Director*

VIII. Adjourn to Executive Session: *Luis Carlos Perez, 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, April 30, 2024, at 5:30 PM

XI. Adjournment