



## Board of Directors Meeting Agenda March 01, 2022

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A regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, March 01, 2022, at 5:00 PM 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](mailto:acortez@projectbravo.org), call into the meeting at (402) 782-1990, 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](http://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 January 25, 2022, 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. January 2022 Community Services | Page\_\_\_\_\_
    - 2. January 2022 Weatherization & HVAC Services | Page\_\_\_\_\_
    - 3. January 2022 Housing Services | Page\_\_\_\_\_
    - 4. January 2022 Human Resources | Page\_\_\_\_\_
    - 5. January 2022 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 January 2022 Finance Reports, per **Organizational Standard 8.7**: *Alberto Mesta, Treasurer* | Page\_\_\_\_\_

## VI. New Business

- A. Presentation of the 2022 Project BRAVO Salaries & Operations Budget per **Organizational Standard 8.9**: *Martin Dominguez, Chief Financial Officer* | Attachment
- B. Review and Approve a Change in the Mileage Rate to from 56.0 Cents per Mile to the 2022 IRS Mileage Rate of 58.5 Cents per Mile: *Martin Dominguez, Chief Financial Officer* | Page\_\_\_\_\_
- C. Review and Approve Resolution for Acceptance of the 2022 CSBG Contract: *Laura Ponce, Executive Director* | Page\_\_\_\_\_
- D. Approve Contractor for Weatherization Services and Authorize the Executive Director to Negotiate a the Final Contract: *Laura Ponce, Executive Director* | Page\_\_\_\_\_
- E. Approve Contractor for HVAC/Heating and Cooling Services and Authorize the Executive Director to Negotiate the Final Contract: *Laura Ponce, Executive Director* | Page\_\_\_\_\_
- F. Review and Approve Compensation for the Executive Director, per **Organizational Standard 7.5**: *Fred Perea, Board Chair* | Handout
- G. Update on Term End Dates for Private Sector Representatives and Low Income Representative for District II, Central & Eastside: *Laura Ponce, Executive Director* | Page\_\_\_\_\_

## VII. Old Business

- A. Discuss and accept the 2021 Performance Evaluation of the Project BRAVO Executive Director per **Organizational Standard 7.4**: *Fred Perea, Board Chair* | 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 29, 2022, at 5:00 PM

**XI. Adjournment**