



## Board of Directors Meeting Agenda July 29, 2025

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The July 2025 Meeting of the Board of Directors of Project BRAVO will be held Tuesday, July 29, 2025, 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](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.

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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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:** *Alberto Mesta, Board Chair*

- A. Review and approve the meeting minutes from June 24, 2025 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. June 2025 Community Services, Weatherization & HVAC, and Housing Services | Page\_\_\_\_
  - 2. June 2025 Human Resources | Page\_\_\_\_
  - 3. April - June 2025 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 Approve the June 2025 Finance Reports, per **Organizational Standard 8.7**: *Fernando Escobedo, Jr., Board Treasurer* | Page\_\_\_\_

**VI. New Business**

- A. Presentation of the “El Paso Community Action Program Project BRAVO, Inc.: Financial Statements and Supplementary Information for the Year Ended December 31, 2024 and Independent Auditor’s Report”, per **Organizational Standards 8.1, 8.3, & 8.4**: *Michelle Duncan, CPA, MBA, Manager, Strickler & Prieto, LLP* | Attachment
- B. Accept Raymundo Calzadias to the Board of Directors as the Newly Elected Low-Income Representative for District III Lower Valley & Far Eastside. Swearing in ceremony for new board member will follow: *Laura Ponce, Executive Director* | Page\_\_\_\_
- C. Accept Anna Hey to the Board of Directors as the Newly Elected Low-Income Representative for District IV Northeast. Swearing in ceremony for new board member will follow: *Laura Ponce, Executive Director* | Page\_\_\_\_
- D. Review and Accept the \$400,000 Line of Credit Agreement with First American Bank: *Laura Ponce, Executive Director* | Page \_\_\_\_\_
- E. Accept Proposed Changes to “El Paso Community Action Program Project BRAVO Board of Directors Bylaws”: *Laura Ponce, Executive Director* | Page\_\_\_\_

**VII. Old Business**

- A. Update on the Filing of the 2024 Form 990, per **Organizational Standard 8.6**: *Laura Ponce, Executive Director*
- B. Discuss Process for the 2024 Performance Evaluation of the Project BRAVO Executive Director per **Organizational Standard 7.4**: *Laura Ponce, Executive Director*

**VIII. Adjourn to Executive Session: Alberto Mesta, Board Chair**

This meeting is to be closed to review and discuss personnel matters under Tex. Gov’t Code 551.074 and/or to deliberate the purchase, exchange, lease, or value of real property under Tex. Gov’t Code 551.072. 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, August 19, 2025, at 5:30 PM

**XI. Adjournment<sup>9</sup>**