



## Board of Directors Meeting Agenda August 29, 2023

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The August Meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, August 29, 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](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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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:** *Fernando Escobedo, Board Chair*

- A. Review and approve the meeting minutes from July 25, 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. July 2023 Community Services, Weatherization & HVAC, and Housing Services | Page\_\_\_\_\_
  - 2. July 2023 Human Resources | Page\_\_\_\_\_
  - 3. July 2023 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 July 2023 Finance Reports, per **Organizational Standard 8.7**: Alberto Mesta, Jr. | Page\_\_\_\_\_

**VI. New Business**

- A. Review and Approve the “Texas Department of Housing and Community Affairs Community Services Block Grant Proposed Budget, Program Year 2024”: Laura Ponce | Page\_\_\_\_\_
- B. Review and Approve the Community Services Block Grant Community Action Plan, Program Year 2024 per **Organizational Standards 2.1, 4.2, 4.3 & 4.4**: Laura Ponce | Page\_\_\_\_\_
- C. Review and Approve the “El Paso Community Action Program Project BRAVO Employee Handbook, Revised August 24, 2023”, per **Organizational Standards 7.1, 7.6 & 7.7**: Laura Ponce | Separate Attachment

**VII. Old Business**

- A. Update on the 2022 Fiscal Audit, per **Organizational Standard 8.1**: Laura Ponce, Executive Director

**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, September 26, 2023, at 5:30 PM

**XI. Adjournment**