



Board of Directors Annual Meeting Agenda December 3, 2024

The December 2024 Meeting of the Board of Directors of Project BRAVO. will be held Tuesday, December 3, 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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 October 29, 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. October 2024 Community Services, Weatherization & HVAC, and Housing Services | Page___
 - 2. October 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 October 2024 Finance Reports, per **Organizational Standard 8.7**: *Fernando Escobedo, Jr., Board Treasurer* | Page _____

VI. New Business

- A. Review and Approve the El Paso Community Action Program Project BRAVO Strategic Plan, Publish Date December 3, 2024 per **Organizational Standards 16.1, 6.2, 6.3 & 6.4**: *Laura Ponce, Executive Director*
- B. Questions & Answers Session for Potential Public Sector Representative Ashley Nicole Silvas. If the Board of Directors Approves the Nomination, Ms. Silvas will Serve as the Public Sector Board Representative for the Office of Texas State Representative Mary E. Gonzalez. Swearing-in Ceremony will Follow, per **Organizational Standard 5**: *Laura Ponce, Executive Director* | Page _____
- C. Presentation of the Nominating Committee 2025 Slate of Officers for the positions of Chair, Vice Chair, Secretary, and Treasurer for the Board of Directors of Project BRAVO. Nominations from the floor for additions to the ballot: *Luis Carlos Perez, Board Chair*
- D. Officer elections, counting of the ballots, review of election results, and approval of election results for 2025 officers for the Project BRAVO Board of Directors: *Laura Ponce, Executive Director*
- E. Discuss Process for the 2024 Performance Evaluation of the Project BRAVO Executive Director **per Organizational Standard 7.4**: *Laura Ponce, Executive Director* | Page _____
- F. Review and Approve the Resolution to Adopt the Project BRAVO Medical Cafeteria Plan & Plan Documents: *Laura Ponce, Executive Director* | Plan Documents Attached Separately
- G. Review and Approve the Resolution to Adopt the Project BRAVO Cafeteria Plan for Other Benefits & Plan Documents for Other Benefits: *Laura Ponce, Executive Director* | Plan Documents Attached Separately
- H. Service Award Presentation to Sylvia Carreon, outgoing Low Income Representative Secretary Representing District II, Central & Eastside and Laurencio Bosquez, outgoing Low Income Representative Representing District III, Lower Valley & Far Eastside: *Laura Ponce, Executive Director* | Page _____

VII. Old Business

- A. Update on the Low-Income Representative Elections: *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 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, January 21, 2025, at 5:30 PM

XI. **Adjournment**