



Board of Directors Annual Meeting Agenda March 30, 2021

A Regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, March 30, 2021, at 1:30 PM via Google Meet.

Effective March 16, 2020, the Governor of Texas, Greg Abbott, has temporarily suspended a limited number of open meeting laws in response to the COVID-19 disaster. In an effort to adhere to Center for Disease Control guidelines to limit social contact, Project BRAVO will be conducting the meeting through video and teleconference.

Members of the public may join the meeting by emailing acortez@projectbravo.org to request an electronic invitation or call toll free (510) 939-0349 PIN: 730 711 766#. 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.

I. Call to Order

II. Certification of Quorum

III. Public Comment

IV. Consent Agenda: *Gabriella Reed, Board Chair*

- A. Review and approve the meeting minutes from February 23, 2021, 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 2021 Community Services | Page_____
 - 2. February 2021 Weatherization & HVAC Services | Page_____
 - 3. February 2021 Housing Services | Page_____
 - 4. February 2021 Human Resources | Page_____
 - 5. February 2021 COVID Relief Programs | Page_____
 - 6. February 2021 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 & February 2021 Finance Report, per **Organizational Standard 8.7**, *Sylvia Carreon, Finance Committee Member* | Page_____

VI. New Business

- A. Annual Review and Affirmation by the Board of Directors for the Code of Conduct Policy which includes Appendix B, Statement of Financial Interest and Appendix C, Affidavit of Substantial Financial Interest in Procurement Matter and Board Member Contact Information: *Laura Ponce, Executive Director* | Page_____
- B. Accept Loren Cartagena to serve as the fifth Executive Committee member per Project BRAVO Bylaws: *Laura Ponce, Executive Director*

VII. Old Business

- A. Update on the Low-Income Representative (LIR) Election Status: *Laura Ponce, Executive Director*
- B. Update on the 2021 Community Assessment for the County of El Paso, per **Organizational Standards 1.2, 2.2, 3.1, 3.2, 3.3, 3.4, 3.5 & 6.4**: *Laura Ponce, Executive Director*

VIII. Adjourn to Executive Session: *Gabriella Reed, 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, decision, 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 27, 2021 at 1:30 PM via Google Meet

XI. Adjournment