



Board of Directors Meeting Agenda September 27, 2022

A regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, September 27, 2022, at 5:30 PM 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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: *Fred Perea, Board Chair*

- A. Review and approve the meeting minutes from August 23, 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. August 2022 Community Services, Weatherization & HVAC, and Housing Services | Page_____
 - 2. August 2022 Human Resources | Page_____
 - 3. August 2022 Strategic Plan | Page_____
 - 4. Customer Satisfaction Survey 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 Accept the August 2022 Finance Reports, per **Organizational Standard 8.7**: Alberto Mesta, Treasurer | Page_____

VI. New Business

- A. Approve the Addition of Ema Marciscano, Community Services Manager, and Mike Martinez, Weatherization & Maintenance Manager, to the United Bank Account with Authority to Sign Checks: *Laura Ponce, Executive Director*
- B. Review and Approve the Emergency Succession Plan for El Paso Community Action Program Project BRAVO, Inc., per **Organizational Standard 4.5**: *Laura Ponce, Executive Director* | Page_____
- C. Discuss the Upcoming Consultant Projects for El Paso Community Action Program Project BRAVO, Inc.: *Laura Ponce, Executive Director*

VII. Old Business

- A. Update on the Filing of the Form 990, per **Organizational Standard 8.6** : *Martin Dominguez, Chief Financial Officer*
- B. Update on Amistad Homeowner Utility Assistance Project: *Laura Ponce, Executive Director*
- C. Update on the Election for the Westside Low-Income Representative Election: *Laura Ponce, Executive Director* | 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, November 1, 2022, at 5:30 PM

XI. Adjournment