



Board of Directors Meeting Agenda September 24, 2024

The September 2024 Meeting of the Board of Directors of Project BRAVO. will be held Tuesday, September 24, 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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 July 30, 2024 and August 27, 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. August 2024 Community Services, Weatherization & HVAC, and Housing Services | Page____
 - 2. August 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 August 2024 Finance Reports, per **Organizational Standard 8.7**: *Fernando Escobedo, Jr., Board Treasurer* | Page_____

VI. New Business

- A. Accept the Resignation of Senator César Blanco, Elected Official serving in the Public Sector of Project BRAVO's Board of Directors: *Luis Carlos Perez, Board Chair* | Page_____
- B. Presentation of the "El Paso Community Action Program Project BRAVO, Inc.: Financial Statements and Supplementary Information for the Years Ended December 31, 2023 and 2022 and Independent Auditor's Report", per **Organizational Standards 8.1, 8.3, & 8.4**: *Michelle Duncan, CPA, MBA, Manager, Strickler & Prieto, LLP* | Attachment
- C. Authorize the Executive Director to form a Texas limited liability company, with a name of Project BRAVO Montana Holdings, LLC (or a similar name) on behalf of and owned and controlled by the El Paso Community Action Program Project BRAVO for the purpose of acquiring and holding title to that certain piece of commercial real estate municipally known as 4834 Montana Avenue, El Paso, Texas 79903: *Laura Ponce, Executive Director*
- D. Review and Approve the Community Services Block Grant Community Action Plan (CAP), Program Year 2025 per **Organizational Standards 2.1, 2.2, 4.2, 4.3 & 4.4**: *Laura Ponce, Executive Director* | Attachment
- E. Call for Volunteers to Serve on the Low-Income Representative Election Committee for Districts II & III Per Guidelines Provided in Appendix II of the Project BRAVO Board of Directors Bylaws: *Laura Ponce, Executive Director*
- F. Present the Project BRAVO 2023 Annual Report, per **Organizational Standard 2.3**: *Laura Ponce, Executive Director* | Page_____
- G. Discuss and accept the 2023 Performance Evaluation and Salary Review of the Project BRAVO Executive Director per **Organizational Standard 7.4 & 7.5**: *Fernando Escobedo, Jr., Past Board Chair & Treasurer*

VII. Old Business

- A. Update on the Filing of the 2023 Form 990, per **Organizational Standard 8.6**: *Laura Ponce, Executive Director*
- B. Update on the Community Needs Assessment and Strategic Plan Process, per **Organizational Standards 1.1, 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: *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, October 29, 2024, at 5:30 PM

XI. Adjournment