



Board of Directors Meeting Agenda January 31, 2023

The January Meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, January 31, 2023, 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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: *Fernando Escobedo, Board Chair*

- A. Review and approve the meeting minutes from December 6, 2022 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. November & December 2022 Community Services, Weatherization & HVAC, and Housing Services | Page _____
 - 2. November & December 2022 Human Resources | Page _____
 - 3. November & December 2022 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 November & December 2022 Finance Reports, per **Organizational Standard 8.7:**
Fernando Escobedo | No Reports

VI. New Business

- A. Resolution to Authorize the Executive Director to Sign Contracts and Agreements on Behalf of Project BRAVO for Fiscal Year 2023: *Laura Ponce, Executive Director* | Page_____
- B. Discuss and Approve Second Term Appointments for Private Sector Representatives Alberto Mesta, Loren Cartagena, and Fred Perea: *Laura Ponce, Executive Director*
- C. Affirm the Approval of the Letter of Engagement with Wipfli for Accounting Services: *Laura Ponce, Executive Director* | Page_____
- D. Presentation of the 2023 Meeting Calendar: *Laura Ponce, Executive Director* | Page_____
- E. Approve Contractor for Facility Cleaning Services and Authorize the Executive Director to Negotiate the Final Contract: *Laura Ponce, Executive Director* | Page_____
- F. Approve Contractor for Audit Services and Authorize the Executive Director to Negotiate the Final Contract: *Laura Ponce, Executive Director* | Page_____

VII. Old Business

- A. Update on Amistad Homeowner Utility Assistance Project: *Laura Ponce, Executive Director*
- B. Discuss Process for the 2022 Performance Evaluation of the Project BRAVO Executive Director per **Organizational Standard 7.4:** *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, February 28, 2023, at 5:30 PM

XI. Adjournment