



Board of Directors Meeting Agenda July 25, 2023

The June Meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, July 25, 2023, 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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: *Fernando Escobedo, Board Chair*

- A. Review and approve the meeting minutes from June 27, 2023 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. June 2023 Community Services, Weatherization & HVAC, and Housing Services | Page _____
 - 2. June 2023 Human Resources | Page _____
 - 3. June 2023 Strategic Plan | Page _____
 - 4. Customer Satisfaction 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 April, May & June 2023 Finance Reports, per **Organizational Standard 8.7**: Alberto Mesta, Jr. | Page_____

VI. New Business

- A. Review and Approve Contract Amendment No. 1 for the HVAC/Heating and Cooling Service Agreement with High Ridge Construction, Inc.: Laura Ponce | Page_____
- B. Review and Approve Contract Amendment No. 1 for the Weatherization Service Agreement with High Ridge Construction, Inc.: Laura Ponce | Page_____
- C. Call for Volunteers to Serve on the Fundraising Ad Hoc Committee: *Laura Ponce, Executive Director*

VII. Old Business

- A. Update on the 2022 Fiscal Audit and Filing of 2022 Form 990, per **Organizational Standards 8.1**: 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, August 29, 2023, at 5:30 PM

XI. Adjournment