



**Board of Directors Annual Meeting Agenda
February 23, 2021**

A Regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, February 23, 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 (218) 460-2362; PIN: 537 250 032#. 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.....Gabiella
Reed, Board Chair**

- A. Review and approve the meeting minutes from January 26, 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. January 2021 Community Services | Page_____
 - 2. January 2021 Weatherization & HVAC Services | Page_____
 - 3. January 2021 Housing Services | Page_____
 - 4. January 2021 Human Resources | Page_____
 - 5. January 2021 COVID Relief Programs | Page_____
 - 6. January 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 2021 Finance Report, per **Organizational Standard 8.7**, *Laurencio Bosquez, Treasurer* | Page_____

VI. New Business

- A. Presentation of the 2021 Project BRAVO Salaries & Operations Budget per **Organizational Standard 8.9**, *Martin Dominguez, Chief Financial Officer* | Attachment
- B. Review and Approve Mileage Allowance Decrease from 57.5 Cents per Mile to 56.0 Cents per Mile per IRS Guidelines, *Martin Dominguez, Chief Financial Officer* | Page_____
- C. Review and Approve Resolution for a Proposed Budget Amendment to the 2020 CSBG Contract, *Martin Dominguez, Chief Financial Officer* | Page_____
- D. Update on the Low-Income Representative Elections for District I: Westside, District II: Central & East, District III: Lower Valley & Far Eastside Under the Direction of the Low-Income Representative Election Committee, *Laura Ponce, Executive Director* | Page_____
- E. Review and Approve Compensation for the Executive Director, per **Organizational Standard 7.5**, *Gabriella Reed, Board Chair*

VII. Old Business

- A. Discuss and Accept the Annual Performance Appraisal for the Executive Director, per **Organizational Standard 7.4**, *Gabriella Reed, Board Chair*
- 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* | Page_____



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, March 30, 2021 at 1:30 PM via Google Meet

XI. Adjournment