



Board of Directors Meeting Agenda February 25, 2025

The February 2025 Meeting of the Board of Directors of Project BRAVO will be held Tuesday, February 25, 2025, 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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.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: *Alberto Mesta, Board Chair*

- A. Review and approve the meeting minutes from January 21, 2025 and February 3, 2025 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 2025 Community Services, Weatherization & HVAC, and Housing Services | Page___
 - 2. January 2025 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 December 2024 and January 2025 Finance Reports, per **Organizational Standard 8.7: Fernando Escobedo, Jr., Board Treasurer** | Page___

VI. New Business

- A. Review and Approve the 2025 Project BRAVO Operating Budget per **Organizational Standard 8.9: Laura Ponce, Executive Director** | Attachment
- B. Review and approve the Project BRAVO Mission and Vision Statements, per **Organizational Standard 4.1: Laura Ponce, Executive Director** | Page___
- C. Review and Approve Revisions to the "El Paso Community Action Program Project BRAVO Employee Handbook," per **Organizational Standards 7.1, 7.6 & 7.7: Laura Ponce, Executive Director** | Page___
- D. Discuss and Take Action Regarding the Potential Purchase of Commercial Property Located at 4834 Montana Ave., El Paso, TX 79903
- E. Call for a Volunteer to Serve as the Fifth Member of the Executive Committee: *Laura Ponce, Executive Director*
- F. Call for a Volunteer to Serve as the Third Member of the Finance Committee: *Laura Ponce, Executive Director*

VII. Old Business

- A. Discuss Process for the 2024 Performance Evaluation of the Project BRAVO Executive Director per **Organizational Standard 7.4: Laura Ponce, Executive Director** | Page___

VIII. Adjourn to Executive Session: Alberto Mesta, 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, March 25, 2025, at 5:30 PM

XI. Adjournment