



Gulf Coast Community Services Association, Inc.
Board of Directors Meeting
GCCSA's Corporate Office – 9320 Kirby Drive; Houston, TX 77054
Tuesday | June 11, 2024 | 6:30 PM

AGENDA

STATE OF TEXAS}
COUNTY OF HARRIS}

NOTICE is hereby given for a meeting of the Gulf Coast Community Services Association, Inc. (“GCCSA”) Board of Directors, Harris County, and State of Texas to be held at 6:30 PM, on Tuesday, June 11th, at GCCSA's Corporate Office (9320 Kirby Drive, Houston, Texas, 77054), for acting on the following:

- 1. Call to Order**
- 2. Period of Silence**
- 3. Roll Call to Confirm Quorum** (*OS 2.4 & 5.5)
- 4. Adoption of Agenda**
- 5. Comments from Public Speaker(s)**
- 6. Approval of Previous Minutes:** Board Meeting (March 19th) & Executive Committee (May 31st)
- 7. Presentation:** GCCSA's Fiscal & Compliance Audit, Year Ending (YE) September 30, 2023, by Shawana Hudson Spann, CPA, Partner & Imran Khimani, Senior Audit Manager, McConnell & Jones LLP (*OS 8.2 - 8.4)
- 8. Chief Executive Officer's Report:** Board Governance, Organizational Leadership, Human Resource Management, Financial Operations, Programmatic Data & Outcomes, Community Assessment & Engagement, and Strategic Planning in accordance with the Community Services Block Grant (CSBG) Organization Standards (OS) and the Improving Head Start Readiness Act Performance Standards (*OS 1.1-1.3, 2.1-2.3, 3.1 – 3.5, 5.9, 6.1 & 8.7)
- 9. Action Items:**
 - A. Acceptance of GCCSA's Fiscal & Compliance Audit and Corrective Action Plan, YE September 30, 2023 (*OS 8.2 & 8.4)
 - B. Approval of GCCSA's 2022 Internal Revenue Service 990 Tax Return, Fiscal Year September 30, 2023 (*OS 8.6)
 - C. Approval of the CEO's Revised Job Description (*OS 7.3) (Tabled During March 19th Board Meeting)
 - D. Approval of the Receipt of \$500,000 from the City of Houston & CenterPoint to Assist Low Income Natural Gas Customers in CenterPoint's Service Area
 - E. Approval to Extend an Invitation to Brazoria County Head Start Policy Council to Serve as an Underserved Sector Representative on GCCSA's Board
 - F. Approval of a 3% Cost of Living Adjustment for GCCSA Employees

- G. Approval of the 2024 – 2025 Head Start (HS)/Early Head Start (EHS) Program Options, as Recommended by the HS/EHS Policy Council
 - H. Approval of GCCSA's 2024 -2025 HS/EHS Policy Council Community Representative Slate Recommended by the HS/EHS Policy Council
 - I. Approval of GCCSA's 2024 -2025 HS/ EHS 2024 -2025 School Readiness Goals Recommended by the HS/EHS Policy Council
 - J. Approval of 22nd Century Technologies, Childcare Careers, PrideStaff, and The Reserves Network to provide Temporary Center-Based Staffing Services at GCCSA's HS/EHS Centers
 - K. Approval of 22nd Century Technologies, Creative Financial Staffing, Diskriter, Inc., LHH Recruitment Solutions, Midtown Personnel Inc., Part Time Pros dba ProRecruiters, PrideStaff, Recruiting Source International, and The Reserves Network to provide Temporary Staffing Services
 - L. Approval of Renewal of the Wells Fargo Line of Credit in the Amount of \$500,000
 - M. Approval of Amendment Number 1 for GCCSA's 2024 CSBG Contract# 61240004138 in the Amount of \$6,132,179
 - N. Approval of Compensation Adjustments for Impacted Employees within GCCSA Compensation for Pay Grades 1, 2, 3, and 4
 - O. Approval to Amend GCCSA's 401(k) and 403(b) Retirement Plans to Require that Partial Terminated Amounts Are No Less Than \$5,000
 - P. Approval to Amend GCCSA's 401(k) and 403(b) Retirement Plans to Provide for Special Rules for Distributions for Individuals Impacted by Federally Declared Major Disasters Occurring on or After January 26, 2021
 - Q. Approval of the Seating of Dr. Shirley Price, Hitchcock Independent School District, District 2 Board Trustee, to Serve as a Public Sector Representative on GCCSA's Board
- 10. Executive Session:** Pursuant to the Texas Government Code Sections § 551.071 Legal Matters: Potential Litigation Between GCCSA and Blue Skies Heating & Air and § 551.074 Personnel Matters
- 11. Action Item:**
- R. Approval to Seek Payment for a New HVAC from Blue Skies Heating & Air in Small Claims Court
- 12. Comments from Board**
- 13. Adjournment**

