

**HEART OF GEORGIA COMMUNITY ACTION COUNCIL, INC.**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**February 27, 2018**

The Heart of Georgia Community Action Council, Inc. Board of Directors met at 324 Pine Street, Eastman, Georgia on Tuesday, February 27, 2018 at 6:00 p.m.

Mr. Bobby Cox, Chairman, called the meeting to order. Mrs. Faye Watson offered the invocation.

On motion by Mrs. Faye Watson, second by Mr. Roy Selph, the minutes of the November 14, 2017 board meeting were approved as submitted.

No report from Personnel or Planning Committees.

Mr. Roy Selph, Finance Committee Chairman, asked Finance Director Larry Southerland to review the financial narrative, the income statement and balance sheet for the period ending January 31, 2018 which are made a part of these minutes. Program budget expense reports were also provided for review.

On motion by Mr. Harvey Batten, second by Mr. Thomas Fisher, and carried, the Finance Report was accepted as information.

Executive Director Robin Thomas presented information to the board regarding program activities and statistics.

Mrs. Thomas provided a Georgia DHS quarterly monitoring report which reflects that the current CSBG Organizational Standard score for Heart of Georgia CAC is at 98%. This is based on data entered by our staff during the most recent self-assessment process. The only item missing from this data was the agency procurement policy which was inadvertently left out. This has since been provided to DHS.

Mrs. Thomas presented a status report on the Energy Assistance program. An additional allocation of \$343,796.00 has been received bringing the total EAP funding to \$910,856.00. A chart was provided reflecting allocation amounts by county.

Mrs. Thomas reported that management staff will be meeting with each Head Start employee to discuss the impact that reversing the annualization process will have on their net pay. Mrs. Thomas reported that she had already met with the Head Start Center Managers and had received a very positive response to the reversal

Employee health insurance coverage is now provided by United Health Care effective February 1, 2018. McNeal Agency is conducted open enrollment at agency worksites during January.

Mrs. Thomas called the board's attention to the written Director's Reports provided for further specifics on agency programs. She also reminded the board that the next board meeting will be held in May 2018.

**OLD BUSINESS:** None

**NEW BUSINESS:**

Mrs. Thomas presented a Resolution to Enter Contract with the Georgia DHS for the provision of CSBG services.

Motion made by Mr. Thomas Fisher, second by Mrs. Faye Watson, the resolution to enter contract with DHS to provide CSBG services was approved for the signature of the Secretary.

Mrs. Thomas presented a Resolution to Enter Contract with the Georgia DHS for the provision of Energy Assistance services.

Motion made by Mrs. Faye Watson, second by Mrs. Valencia Williams, the resolution to enter contract with DHS to provide Energy Assistance services was approved for the signature of the Secretary.

Chairman Cox asked for volunteers to serve on a nominating committee for the purposes of officer elections. According to the by-laws, officer elections should take place by the May meeting.

The following board members volunteered to serve on the nominating committee: Bobby Cox, Roy Selph, Faye Watson, and Charles Manning.

On motion by Mr. Thomas Fisher, second by Mr. Harvey Batten, and carried, the volunteer nominating committee was approved.

**COMMENTS:**

Mrs. Thomas called the board's attention to the 2016 Annual Report which was provided to each member. A copy of this report will be uploaded to the agency website and provided to funding sources as required.

On motion by Mrs. Faye Watson, there being no further business, the meeting was adjourned at 6:30 p.m.

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Bobby Cox, Sr., Chairman

Present:

Harvey Batten  
Bobby Cox  
Thomas Fisher

Roy Selph  
Charles Manning  
Valencia Williams

Faye Watson  
Samuel Crumpton

Staff:

Robin Thomas

Tammy Sosebee

Larry Southerland