



2000 Texas Avenue
El Paso, TX 79901
(915) 562-4100
www.projectbravo.org

Board of Directors Annual Meeting Agenda

February 26, 2019

A Regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, February 26, 2019 at 5:30 PM at Project BRAVO located at 2000 Texas Street, El Paso, TX 79901.

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agenda shall be acted upon by one vote without separate discussion, unless a board member requests that an item be withdrawn for individual consideration. Any board member can request an item be withdrawn for individual consideration.

Per the Board Bylaws, members of the public may address the Board of Directors at the meeting by calling the Executive Assistant 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. Rather, at the Chairperson's discretion, the item may be assigned to a committee for review.

I. Call to Order

II. Certification of Quorum

III. Public Comment

IV. Consent Agenda.....Elke Cumming, Board Chair

- a. January 29, 2019 Board Meeting Minutes, per **Organizational Standards 5.5, 5.9, & 8.7**..... | Page_____
- b. Review and accept the following reports, per **Organizational Standard 5.9**..... | Page_____
 - January 2019 Community Services
 - January 2019 Patient Assistance Program
 - January 2019 Adult Basic Education
 - January 2019 Weatherization & HVAC Repair Services
 - January 2019 Housing Services
 - January 2019 Human Resources

V. Committee Reports

- a. **Executive Committee**.....Laura Ponce, Executive Director
Review and Accept the following reports:
 - Contract Activity Report..... | Page_____
 - Program Monitoring Status Report..... | Page_____
 - Board Roster Report, per **Organizational Standards 1.1, 5.1, 5.4, 5.5, 5.6, & 5.7**..... | Page_____
 - Organizational Standards Report..... | Page_____
 - Executive Director's Report



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b. **Finance Committee**

Review and accept the January 2019 Finance Reports, per **Organizational Standard 8.7**.....
.....Laurencio Bosquez, Finance Chair | Page_____

VII. New Business

- a. Review and Approve the Project BRAVO 2019 Operations & Salaries Budget.....
.....Martin Dominguez, Chief Financial Officer | Page_____
- b. Review and Approve First Amendment to Lease Agreement Between the Housing Authority of the City of El Paso (HACEP) and Community Action Program Project BRAVO, Inc. for Period Covering May 1, 2019 to May 1, 2023.....
.....Laura Ponce, Executive Director | Page_____
- c. Approve Members of the Board to Serve as Signatories for the United Bank and Chase Bank Accounts.....
.....Laura Ponce, Executive Director | Page_____
- d. Review and Approve Resolution to Extend CSBG Contract #61180002857 to May 31, 2019.....
.....Laura Ponce, Executive Director | Page_____
- e. Review and Approve Mileage Allowance Increase from 54.5 Cents to 58.0 Cents per Mile.....
.....Laura Ponce, Executive Director | Page_____
- f. Discuss Board Offsite Meeting Locations and Dates.....
.....Laura Ponce, Executive Director | Page_____

VIII. Old Business

- a. Discuss and Accept the Annual Performance Appraisal for the Executive Director, per **Organizational Standard 7.4**.....
.....Elke Cumming, Board Chair

IX. Adjourn to Executive Session.....Omar Rodriguez, Board Vice 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 closed meeting, then the Board may take action, decision, or vote on a matter posted for closed meeting when it reconvenes in open session.

X. Community Updates.....Board Members

XI. Confirm Next Meeting Date/Time: Tuesday, March 19, 2019 at 5:30 PM

XII. Adjournment