

**KI BOIS COMMUNITY ACTION FOUNDATION, INC.  
BOARD OF DIRECTORS EXECUTIVE/FINANCE COMMITTEE  
FEBRUARY 26, 2018, 2:00PM  
KIBOIS ADMINISTRATIVE BUILDING  
200 S.E. A STREET  
STIGLER, OK 74462-0727**

**A G E N D A**

1. Call to order
2. Flag Salute and Invocation
3. Record of Executive Committee/Finance Committee members present
4. Consideration and possible action on minutes of December 18, 2017 KI BOIS Board Executive Committee/Finance Committee meeting
5. Discussion Items:
  - A. Programs update
  - B. Addition of Muskogee County
  - C. DHD DD Annual Monitoring
6. Action Items:
  - A. Consideration and possible action on program expenditures, credit card expenditures, budget reports, and modifications for December 2017
  - B. Consideration and possible action on re-adopting the following: Tenant Participation Plan; Fair Housing Marketing Plan; Equal Opportunity, Minority Outreach, MBE/WBE Contracting Requirements; and Applicant Appeals Procedure, and Affirmative Action Plan. These along with board approval will be submitted to OHFA for their final approval.
  - C. Consideration and possible action on KI BOIS Community Action Foundation, Inc. applying for 5311 funds for FY' 19 through ODOT.
  - D. Consideration and possible action on Head Start We are asking for a Budget Revision for EHS Start-up as followed: 06CH010498 Head Start North EHS Start-up Transfer \$12,000 from Other – Minor Alterations to Equipment for vision/hearing screener devices.
  - E. Consideration and possible action on EEO Policy for KATS Employees
  - F. Consideration and possible action on Workman Comp Insurance Renewal with CompSource
  - G. Consideration and possible action on addition to Operational Policies and procedures: All KI BOIS Community Action Head Start, KATS, Housing, and DD Employees that work with clients are required to wear shoes with closed toes while on duty. Wearing of Flip flop shoes is prohibited for all employees. This Safety Rule is being required by our Workman Comp Insurance Carrier.
  - H. Consideration and possible action on Changing March 29, 2018 Board Meeting to March 22, 2018 due to conflict with OKACAA Spring Conference
  - I. Consideration and possible action on out of state travel, Carroll Huggins, Larry Hall, Tracy Barger, and Vanessa Farrow to Nashville, TN on March 13-14, 2018 to attend the Early Head Start Boot Camp conference.
7. New Business (Items not know about at time of agenda posting)
8. Announcements: Early Head Start Open House, 305 S. Walnut St., Sallisaw, OK, 2:00-4:00PM.; Foster Grandparent Recognition Luncheon, March 16, 2018, 10:00AM-2:00PM., Old Armory, Tahlequah, OK
9. Adjournment

Note: \*This meeting will be held in the Executive Director's office.

\*Next KI BOIS Community Action Board meeting will be held on March 29, 2018, 7:00 pm in Stigler, OK.

\* Next KI BOIS Community Action Board Executive/Finance Committee meeting will be held on April 23, 2018, 2:00 pm

POSTED: \_\_\_\_\_  
Signature Date Time

