

**COMMUNITY SERVICES CONSORTIUM
GOVERNING BOARD EXECUTIVE COMMITTEE**

April 25, 2024 – 1:30 pm - 3:30 pm

Electronic Meeting

Email Info@CommunityServices.us for connection information.

AGENDA

- I. CALL TO ORDER**
- II. CONFIRMATION OF A QUORUM**
- III. HEARING OF THE PUBLIC**
- IV. INTRODUCTIONS OF GUESTS**
- V. COMMENTS FROM THE CHAIR**
- VI. CHANGES OR ADDITIONS TO THE AGENDA**
- VII. EXECUTIVE DIRECTOR'S REPORT – Pegge McGuire**
 - A. Status of Oregon Food Bank Contract
 - B. Tern House and Pelican Place
 - C. Diversity, Equity, and Inclusion (DEI) Contract with Oregon Cascades West Council of Governments (OCWCOG)
 - D. General Housing Account Program (GHAP) and Continuum of Care (CoC) Update
 - E. Strategic Planning Workgroups
 - F. Career Tech High School Update

VIII. COMMUNITY SERVICES BLOCK GRANT ORGANIZATIONAL STANDARDS REQUIREMENTS

- A. Standard 8.4 – Community Services Block Grant Monitoring Findings Notices (*see agenda item IX. Finance*)
- B. Standard 8.7 – Financial Reports of Programs Advised by Board (*see agenda item IX. Finance – D. Statement of Activities*)

IX. FINANCE – Katie Henry

- A. Fiscal Year Audits Status Update
 - 1. Fiscal Year 2021-2022
 - 2. Fiscal Year 2022-2023
 - 3. Fiscal Year 2023-2024
- B. Fiscal Year 2021-2022 Audit Report (Attachment 1)
Action requested: Accept audit report for Fiscal Year 2021-2022.
- C. Plan of Action Letter Responding to Fiscal Year 2021-2022 Findings (Material Weakness and Significant Deficiency) (Attachment 2)
Action requested: Approve responsive plan of action by means of a Resolution.
- D. Statement of Activities – February 2024 (Attachment 3)
Action requested: Accept February 2024 Statement of Activities.

X. HEAD START – Andrea Lengel

- A. Governing Board/Policy Council Report – March 2024 (Attachment 4)
Action requested: Approve March 2024 Governing Board/Policy Council Report.
- B. Monthly Operations Report/Statement of Revenues and Expenditures – March 2024 (Attachment 5)
Action requested: Approve March 2024 Monthly Operations Report/Statement of Revenues and Expenditures.
- C. Federal Report from Monitoring Completed October 23-27, 2023
 - 1. Program Performance Summary Report (Attachment 6)
 - 2. Corrective Action Plan in Response to Health Services Deficiency (Attachment 7)
 - 3. New Policy and Procedure: Administrative Reporting of Child Health and Safety Incidents (Attachment 8)
Action requested: Approve Administrative Reporting of Child Health and Safety Incidents Policy and Procedure.
- D. Under-Enrollment Plan for Head Start

XI. EXECUTIVE SESSION

The Governing Board Executive Committee will meet in executive session under ORS 192.660(2)(a) status of employment of a public officer, employee, staff member, or individual agent.

XII. ADJOURN/CLOSE

XIII.

UPCOMING MEETINGS – BEING SCHEDULED

May 29, 2024	Governing Board	In person & Microsoft Teams
June 10, 2024	Budget Committee	In person & Microsoft Teams
Agenda Includes:		
1. Review of Proposed Fiscal Year 2024-2025 Budget		
June 28, 2024	Governing Board	Microsoft Teams
Agenda Includes:		
1. Adoption of Proposed Fiscal Year 2024-2025 Budget		
July 2024	No Meeting Planned	
August 2024	Governing Board Executive Committee	Microsoft Teams
September 2024	Governing Board	In person & Microsoft Teams
Agenda Includes:		
1. Head Start Annual Report		
2. Head Start Annual Training of Governing Board Members		
October 2024	Governing Board Executive Committee	Microsoft Teams
November 2024	Governing Board	Microsoft Teams
December 2024	No Meeting Planned	

Call Emely Day at Community Services Consortium (541-704-7643) concerning any needed communication and access accommodations for meetings.