



# Gulf Coast Community Services Association, Inc.

Training & Technical Assistance: "Fiduciary Responsibilities of Board Members" by NonprofitWebAdvisor: Beginning at 6:00 p.m.

**Board of Directors' Meeting**  
**Tuesday, September 26, 2017, at 6:30pm**  
**Conference Call: 1-800-346-2923 ~ Code: 540246**

---

## AGENDA

**STATE OF TEXAS §**  
**COUNTY OF HARRIS §**

NOTICE is hereby given for a meeting of the Gulf Coast Community Services Association (GCCSA) Board of Directors, Harris County, and State of Texas to be held, on Tuesday, September 26, 2017, at 6:30pm, in the GCCSA Auditorium (9320 Kirby Drive, Houston, Texas, 77054) for considering the following:

1. **Call to Order**
2. **Period of Silence**
3. **Roll Call**
4. **Approval of Agenda**
5. **Approval of Minutes:** Board Meeting (June 27, 2017)
6. **Comments from Public Speaker(s)**
7. **Board Committee Reports:** Executive, Governance & Operations and Finance & Audit
8. **Programmatic, Operational & Fiscal Updates:** Chief Executive Officer (CEO) and Leadership Team
9. **Board Seating:** Pam Guthrie, Public Sector Representative for Jeff Wagner, Mayor of Pasadena
10. **Executive Session:** (Pursuant to Sections 551.071 and 551.074 of the Texas Government Code)  
Personnel Matters: CEO's Annual Performance Evaluation and Compensation
11. **Action Items:**
  - A. Approval of the Chief Executive Officer's Annual Performance Evaluation Results
  - B. Approval of the 2017-2018 Head Start / Early Head Start Policy Council Community Organization Slate and Prioritization, as Recommended by the Policy Council
  - C. Approval of Election Timeline for Underserved Sector B Board Representative
  - D. Approval of the Quality Assurance Specialist Position
  - E. Approval of the Revised Job Description: Compliance and Records Associate (Formerly, Compliance and Data Input Associate)
  - F. Approval of the Texas Department of Housing and Community Affairs Amendment Number 3 to the 2017 Community Services Block Grant (CSBG) Contract Number: 61170002635
  - G. Approval of the Budget Amendment to the 2017 CSBG Contract Number: 61170002635
  - H. Approval of the Amendment to GCCSA's Community Needs Assessment to include Causes and Conditions of Poverty, in accordance with Organizational Standard 3.4
  - I. Approval of GCCSA's 2018 CSBG Budget
  - J. Approval of the GCCSA's 2018 Community Action Plan
  - K. Approval of the 2017-2018 Gulf Coast Community Services Association Agency-Wide Budget
  - L. Approval of Healthy Lunchbox as the Vendor Selected to Provide Purchased Meals for Head Start and Early Head Start
  - M. Approval of Child Care Careers and Delta-T Group, Inc. as the Vendors Selected to Provide Temporary Substitute Teacher, Teaching Assistant, Teacher Aide, and Staffing Services
12. **Discussion Items:**
  - A. Presentation of the Client Services Department's Customer Satisfaction Report (PY 2017), in Accordance with Organizational Standard 1.3
  - B. Resource Development Ad Hoc Committee
13. **Comments from the Board**
14. **Adjournment**