

**Gulf Coast Community Services Association, Inc.'s  
Board of Directors' Virtual Meeting  
6:30 pm | Tuesday | September 29, 2020**



**WebEx Meeting-Link Log-in:** <https://gccsa.webex.com/gccsa/j.php?MTID=m00a85f028d58c5c81958b6c7fd566d14>

**Meeting ID: 146 359 9884    Password: BODMtg9320    Join by phone: 1-844-992-4726**

---

**AGENDA**

STATE OF TEXAS}  
COUNTY OF HARRIS}

NOTICE is hereby given for a virtual meeting of the Gulf Coast Community Services Association, Inc. ("GCCSA") Board of Directors, Harris County, and State of Texas to be held, Tuesday, September 29<sup>th</sup>, at 6:30 pm, for considering the following:

- 1. Call to Order**
- 2. Period of Silence**
- 3. Roll Call**
- 4. Approval of Agenda**
- 5. Approval of Minutes:** Virtual Board Meeting (August 25, 2020)
- 6. Comments from Public Speaker(s)**
- 7. Board Committee Reports: Governance & Operations and Finance & Audit Committees**
- 8. Programmatic, Operational & Fiscal Updates:** Chief Executive Officer and Leadership Team  
*(In accordance with Head Start Readiness Act & Organizational Standards 4.4, 5.9 & 8.7)*  
Updates including but not limited to GCCSA's Child and Adult Care Food Program; Head Start and Early Head Start's Eligibility, Recruitment, Selection, Enrollment and Attendance; Community Services Block Grant; Community Action Plan Updates; Revenue and Expenditures; and Credit Card Statements and Balance Sheet
- 9. Presentation:** GCCSA's 2019 401(k) Plan Audit Results and Form 5500s by Jessica Merriman, CPA, CFE (Audit Director, Employee Benefit Plan) Baker Tilly Virchow Krause, LLP
- 10. Action Items**
  - A. Approval to Amend the Definition of *Compensation* in the GCCSA 401(k) and 403(b) Plan Documents and Summary Plan Descriptions
  - B. Approval of GCCSA's 2019 401(k) Plan Audit Results
  - C. Approval of GCCSA's 2019 401(k) and 403(b) 5500 Forms for Submittal to the Internal Revenue Service
  - D. Approval of Amendment Number 3 to the 2020 Community Services Block Grant Program ("CSBG") Contract Number 61200003224 by and between the Texas Department of Housing and Community Affairs (TDHCA) and GCCSA
  - E. Approval of Amendment Number 1 to the CSBG and Coronavirus Aid, Relief, and Economic Security Act Contract Number 61200003345 by and between the TDHCA and GCCSA
  - F. Approval to Post an Invitation for Bids for Purchased Meals for GCCSA's Early Head Start and Head Start Centers
  - G. Approval of GCCSA's 2020-2021 Head Start/Early Head Start Policy Council Community Representative Slate as Recommended by the Policy Council to the Board for Consideration
  - H. Approval of the Reappointment of Dr. Vanese Delahoussaye, GCCSA's Early Childhood Expert, to the Private Sector Board Seat
- 11. Board Comments**
- 12. Adjournment**