



**Gulf Coast Community Services Association, Inc.**  
**Annual Board of Directors' Meeting (Immediately Following Shared Governance Meeting)**  
**March 9, 2021**

**AGENDA**

**STATE OF TEXAS}**  
**COUNTY OF HARRIS}**

NOTICE is hereby given for the Annual Meeting of the Gulf Coast Community Services Association, Inc. (GCCSA) Board of Directors, Harris County, and State of Texas to be held on Tuesday, March 9, 2021, immediately following the Shared Governance Meeting, for consideration of the following items:

**1. Approval Items**

- A. Approval of Minutes: Board of Directors' Meeting held on 9/29/2020
- B. Approval of GCCSA's 2021 Cost Allocation Plan
- C. Approval to Revise GCCSA's Finance Policies and Procedures, "Authorizations and Purchasing Limits" (Page 49). The **Current Fiscal Policy** reads:

Amount of Purchase	Required Approvals	Required Solicitation	Required Documentation
\$25,001 ≤ \$150,000	<ul style="list-style-type: none"> <li>• Dept. Director</li> <li>• CFO</li> <li>• CEO</li> </ul>	3 written bids (Request for Bids or Request for Proposals)	<ul style="list-style-type: none"> <li>• Copy of Request for Bid or RFPs</li> <li>• Proposal scoring grids including who participated in the scoring</li> <li>• Proposal and contract of winning bid</li> </ul>

The **Proposed Revisions** are in **red**:

Amount of Purchase	Required Approvals	Required Solicitation	Required Documentation
\$25,001 ≤ \$150,000	<ul style="list-style-type: none"> <li>• Dept. Director</li> <li>• CFO</li> <li>• CEO</li> </ul>	3 written bids (catalogue, Internet, written)*	<ul style="list-style-type: none"> <li>• Documentation of bids received</li> <li>• Explanation detailing how the selected vendor was chosen</li> </ul>

- D. Approval of the Texas Department of Housing and Community Affairs (TDHCA) Amendment Number 4 to Contract Number 61200003224 for FY the 2020 Community Services Block Grant (CSBG) Program – Term of Contract Extended (January 01, 2020 – March 31, 2021)
- E. Approval of the TDHCA Contract Number 61210003455 in the amount up to \$1,284,131.00 for the FY 2021 CSBG Program (January 01, 2021 – December 31, 2021)
- F. Approval of the Impending TDHCA Contract for PY 2020 - CSBG Reprogrammed Discretionary Award in the Amount of \$423,286
- G. Approval to Post a Request for Proposals (RFP) for an Internet Service Provider
- H. Approval to post an RFP for GCCSA's 2021 Client Tracking System
- I. Approval of the Selection of Pride Staff and The Boston Group as Temporary Center-Based Staffing Services Providers
- J. Approval of Kingspoint Insurance as GCCSA's Insurance Brokerage Services Provider
- K. Approval of WD Pensionmark to Provide Independent Financial Advisory Services
- L. Approval of the Seating of Isalia Cavillo, GCCSA's Head Start/Early Head Start Policy Council Chair to fill the Private Sector Seat on GCCSA's Board

**2. Board Comments**

**3. Adjournment**