

**Meeting of Shutesbury, MA Community Action Pioneer Valley
Tuesday July 23, 2019 5:30 PM EDT**

CAPV

56 Vernon St., Northampton, MA

1. Introductions – Guests: DHCD staff
2. Consent Agenda
 - a. Approval of May 21, 2019 Board Meeting Minutes
 - b. Approval of June 20, 2019 Executive Comm. Minutes
 - c. Head Start & Early Learning Programs
 - i. Reports (Dir Report /Agendas /Minutes /Budget)HS Program Perform Standards 1302.102(d)(1)(i)
3. Approvals
 - a) Executive Director’s Report CSBG Organizational Standard 5.9
 - b) Revised Personnel Handbook HS Act Sec 642 Powers and Functions of Head Start Agencies (c) (1) (E) (iv) (V) (cc) and (c) (1) (E) (iv) (XI), CSBG Organizational Standard 8.7
 - c) Risk assessment CSBG Organizational Standard 4.6
 - d) BOD Seat Robert Bainin
 - e) Continuity of Operations Plan
 - f) Contract Signatories
 - g) Finance Solar Roof Panel Project
 - h) Jackie Brousseau-Pereira transfer from Private Rep to Public Rep
4. Presentation
 - a. Energy – Peter Wingate
5. Finance
 - a. Community Action Financial Report as of May 31 ‘19 CSBG Organizational Standard 8.7
6. Old Business
 - a. HS&ELP Education Advisory Mtg: July 25th 3:30 - 5:00 56 Vernon Street
 - b. HE&ELP Vacancy Planning
7. New Business
 - a. Triannual Community Assessment Response and Strategic Plan (CARSP) – Steering Committee
 - b. ED Performance Appraisal – starts in August CSBG Organizational Standard 7.4