



**Total Community Action, Inc. Board of Directors**

**Regular Board Meeting**

**1416 S. Norman C. Francis Parkway**

**HYBRID**

**Tuesday, April 30, 2024**

**11:30am**

**AGENDA ANNOTATED -Green Items reflect Items for Board packet**

- I. **Call to Order** **Mr. James M. Singleton, Chairman**
- II. **Roll Call** **Ms. Carol Lofton**
- III. **Prayer** **Mr. Glenis M. Scott, Sr.**
  
- IV. **Adoption of the Board Agenda**
- V. **Adoption of the Minutes**
  - December 20, 2023 Annual Board Meeting Minutes
  
- VI. **Board Committee Reports for Receipt & Retention**
  - a. **Program Committee Report** **Mrs. Mary W. Johnson**
    - **Committee Meeting Agenda**
    - **Power Pint Summary of Meeting Items (THF)**
    - Office of Head Start Grant (EHS, HS, EHS-CCP) Program Report
    - Community & Energy Services Report
  - b. **Personnel Committee Report** **Mrs. Connie Andry**
    - **The Human Resource Profile**
    - **FY 2023 EEO Report**
    - **CEO HR Succession Plan Report**
  - c. **Joint Audit & Compliance, Budget & Finance Committee**
    - **Committee Meeting Agenda**
    - Financial Reports
      - **Budget to Expenditure Report**
      - **Investment Reports**
    - Federal & State Compliance Review and Monitoring Reports
      - **CSBG Fiscal Monitoring Notice**
      - **OHS Notification of Selection of Improper Payment Study**
  
- VII. **Action Items (from Board Committee)** **Mrs. Thelma H. French**
  - FY 2024 Community Action Plan Revision
  - FY 2024 Staff Performance Review Schedule



- TCA Employee Health Insurance Plan
- TCA Policy Revisions
  - Human Resources: Performance Appraisal, Payment of Salary
  - Accounting & Financial: Preparation of timesheet
- FY 2022 Independent Auditor's Report - Mr. Luther Speight & Company, LLC
- Management Response                      Mrs. Thelma H. French

**VIII.** Public Comment

**IX.** Announcements:

**X.** Adjournment