

**BORDER AREA NUTRITION COUNCIL
BOARD OF DIRECTORS
MEETING
02-R-2016**

MARGIE R. IBARRA
COUNTY CLERK

FILED

2016 OCT 19 AM 11:37

WEBB COUNTY, TEXAS

BY *Sandra Marquez* DEPUTY

**Thursday, October 27, 2016, 10:00 a.m.
South Texas Development Council
STDC Conference Room
1002 Dicky Lane
Laredo, Texas 78043**



Persons with disabilities who plan to attend this meeting and who may need auxiliary aid or services are requested to contact Diana Rodriguez, Recording Secretary at (956) 722-5000 at least two working days prior to the meeting so that appropriate arrangement can be made. The accessible entrance and accessible parking spaces are located in front of the STDC Office, 1002 Dicky Lane, Laredo, Texas.

Out of consideration for all attendees of the BANC Board of Directors Meetings, please turn off all cellular phones and pagers, or place on inaudible signal. Thank you for your consideration.

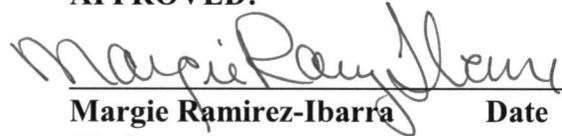
AGENDA

- 16-18 Call to Order – Honorable Margie Ramirez-Ibarra, Chairperson**
- 16-19 Roll Call – Eva Delgado, Secretary-Treasurer**
- 16-20 Discussion and Possible Action approving the minutes of the meeting held on April 22, 2016 – Margie Ramirez-Ibarra, Chairperson**
- 16-21 Discussion and Possible Action on approving the expenses incurred for the period of March 01, 2016 through August 31, 2016 – Eva Delgado, Secretary-Treasurer**
- 16-22 Discussion and Possible Action on approving the staff report– Bertha L. Solis, B.A.N.C. Director**
- 16-23 Discussion and Possible Action to review and approve the financial status report for the period ending August 31, 2016– Robert Mendiola**
- 16-24 Discussion and Possible Action on submitting Title VI Plan, in Compliance with the FTA Circular 4707.1A and Title VI of the Civil Rights Acts of 1964, as requested by TXDOT – Bertha L. Solis, Program Director**
- 16-25 Discussion and Possible Action to review and approve B.A.N.C proposed budget for period October 01, 2016 through September 30, 2017 – Robert Mendiola**

Tab

- 16-26 Discussion and Possible Action to review and accept FY 2016 Audit Report and Tax Return as prepared by Pattillo, Brown, and Hill, L.L.P. – Robert Mendiola
- 16-27 Discussion and Possible Action to enter into an administrative services contract and lease agreement with the South Texas Development Council, for the provision of administrative services and lease of office space for FY 2017 – Robert Mendiola
- 16-28 Adjournment

APPROVED:



Margie Ramirez-Ibarra Date
Chairperson



Webb County Head Start Policy Council

Tel. (956)795-1515 Fax (956)791-2149 P.O. Box 2397 Laredo, Texas 78044



MEMORANDUM

TO: Policy Council Members

FROM: Juan David Ramirez, Policy Council Chair

Eireka Olvera for Juan David Ramirez

SUBJECT: Regular Meeting

DATE: October 19, 2016

The Head Start Policy Council meeting will hold its monthly meeting on Thursday, October 27, 2016 at 10:00 a.m. at the Webb County Head Start Main Office (5904 West Drive Units 6 & 7).

AGENDA

- I. Invocation / Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. Treasurer's Report
- V. New Business
 - A. Appointment of Policy Council Committees (Finance, Strategic Planning, Personnel, Scholarship, Community Assessment, Local Self-Assessment)
 - B. Report from County Auditor's Office Regarding Procedures for Selection of Independent Auditor
 - C. Approval of Cost Allocation Plan
 - POSSIBLE ACTION ON THE FOLLOWING ITEMS:**
 - D. Hiring of Personnel
 - E. Approval of Policy Council By-Laws
 - F. Approval of Administration Plan to include Addendums, but not limited to:
 - Program Design, Operation, and Planning (Goals and Objectives)
 - Procedures for Electing Policy Council Members
 - Reimbursement and Participation in Policy Council Activities
 - Standard of Conduct for Governing Body, Staff, Contractors, and Volunteers
 - Personnel Policies and decisions regarding employment of all program staff
 - Criteria for Employment and Dismissal of all Program Staff
 - Recruitment, Selection, and Enrollment Priorities
 - Budget Planning Process / Cost Allocation Plan
 - Selection of Independent Financial Auditors
 - Procedures for Reviewing Applications for Funding and Amendments
 - Selection of Service Areas / Delegate Agency
 - Self-Assessment Process, to include follow-up activities
 - G. Approval of Monitoring Plan
 - H. Approval of Self-Assessment Date for Training
 - I. Approval of Community Assessment Process
- VI. Informational Items
 - A. Director's Report
 - B. Governing Board Activities
 - C. Financial Report
- VIII. Set date and time for next meeting
- IX. Adjournment

BY:  DEPUTY
WEBB COUNTY, TEXAS
2016 OCT 19 PM 3:10
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