

*Celebrating 60 Years
of Community Action*



Executive Committee Meeting

Saturday, February 24, 2024 || 12:30 p.m.

Drury Plaza Hotel Orlando

2000 Hotel Plaza Blvd. || Lake Buena Vista, FL





EXECUTIVE COMMITTEE MEETING
Drury Plaza Hotel Orlando - Disney Springs Area
2000 Hotel Plaza Blvd | Lake Buena Vista, FL 32830-8440
February 24, 2024 | 12:30 P.M.

AGENDA

Quorum: Attendance meets quorum with three (3) voting members present.

WHAT	PAGES	HOW	WHO
1. Call to Order Moment of Silence Mission Statement Roll Call	2	Present	Chairperson Secretary
2. Public Comments (Limit two (2) minutes each)			
3. Secretary's Report Recommendation: Executive Committee Minutes: November 17, 2023	4-6	Present/ Approve	Chairperson
4. Committee Recommendations/Action/Ratification Items <ul style="list-style-type: none"> • 2024-2025 Selection Criteria Scale (Action) • Notice of Amendment to the 2021-2024 EHEAP Contract: Polk County (Ratify) 	8 9-10	Present/ Approve	Chairperson Committee CEO
5. Other Business:		Present/ Approve	Chairperson CEO
6. Adjournment		Present	Chairperson

The ALPI's Mission Statement: The mission of The ALPI is to collaborate with community partners and deliver human service programs that empower the economically disadvantaged and others to be self-sufficient.

Community Action Promise: Community Action changes people's lives, embodies the spirit of hope, improves communities and makes America a better place to live.



Roll Call



The Agricultural and Labor Program, Inc. 2024 Executive Committee Attendance Y-T-D Summary

Name	Jan 2024 Closeout	Feb Orientation & Board Meeting	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2025 Closeout
1. Stacy Campbell-Domineck	P												
2. Marjorie Gaskin	P												
3. William Holt	P												
4. Josephine Howard	P												
5. N'Kosi Jones	P												
6. Yolanda Robinson	P												
Attorney Jonathan Thiele, Board Counsel	P												
Staff Support: Arlene Dobison, CEO	P												
Total Present	6												

P = Present | E = Excused | A = Absent | No Meeting Held/No longer member





Executive Committee Meeting Minutes





Executive Committee Meeting Minutes: November 17, 2023



EXECUTIVE COMMITTEE MEETING
Doubletree by Hilton Orlando Downtown
60 South Ivanhoe Blvd. | Orlando, FL
November 17, 2023 | 6:00 P.M.

Board Members		Board Members		Board Support	
Stacy Campbell-Domineck	P	Josephine Howard	P	Jonathan Thiele, Board Counsel	P
Marjorie Gaskin	P	N’Kosi Jones	E	Arlene Dobison, CEO	P
William Holt	E	Yolanda Robinson	P		

The meeting was called to order, at 6:11 P.M. by Vice-Chair Stacy Campbell-Domineck, a moment of silence was observed by all. The mission of the ALPI was recited in unison. “The mission of The ALPI is to collaborate with community partners and deliver human service programs that empower the economically disadvantaged and others to be self-sufficient.”

Roll Call

A quorum was established.

Public Comments

No Public Comments.

Mutual of America Presentation

Representatives Earl Jones and Jeanne Tyre from Mutual of America outlined the facets of their 403 B Retirement Plan. Their discussion was aimed at providing a profound understanding of the plan's offerings, specifically tailored for ALPI employees. The representatives emphasized the unique benefits and features of the 403 B Retirement Plan, sharing employees would receive a clear and comprehensive overview, of the plan.

A series of strategic initiatives, designed to boost participation rates among ALPI employees was shared. By employing targeted communication strategies and engaging educational sessions, Mutual of America representatives aimed to demystify retirement planning, making it more accessible and appealing to the workforce. Their goal is to cultivate a culture of proactive retirement planning within the organization.

A focal point of the presentation was the commitment of Mutual of America to empower ALPI employees to be better prepared for retirement. Through personalized consultation sessions and user-friendly planning tools, employees would be encouraged to take charge of their retirement futures. The representatives underscored the importance of informed decision-making and active engagement in retirement planning. Mutual of America's partnership with the National Community Action Partnership was highlighted as a cornerstone of their approach to serving ALPI employees.

Secretary’s Report

Yolanda Robinson moved to accept/approve the Executive Committee Meeting Minutes of September 27, 2023. Seconded by Josephine Howard. The floor opened for questions. There were no questions. The motion carried unanimously.





Consent Agenda

Marjorie Gaskin moved to accept/approve the consent agenda. Seconded by Josephine Howard. The floor opened for questions. There were no questions. The motion carried unanimously.

Committee Recommendations/Action/Ratification Items

Eastern and Central Region Advisory Committee's Community Services Awardee

Marjorie Gaskin moved to accept/approve Eastern and Central Region Advisory Committee's Community Services Awardee's Dr. Deborah Taylor-Long and Dr. Geraldine Williams. Seconded by Josephine Howard. The floor opened for questions. There were no questions. The motion carried unanimously.

Bouchard: Liability Insurance Renewal: October 2023 – June 2024

Marjorie Gaskin moved to accept/ratify the Liability Insurance Renewal Policy for October 2023 – June 2024, and to purchase an additional policy to increase the Abuse and Molestation policy for a total of \$6,000,000. Seconded by Josephine Howard. The floor opened for questions. There were questions. The motion carried unanimously.

Workers Compensation Renewal: November 2023 – November 2024

Yolanda Robinson moved to accept/ratify the Workers Compensation Renewal: November 2023 – November 2024. Seconded by Josephine Howard. The floor opened for questions. There were questions. The motion carried unanimously.

Head Start Funding Opportunity

Marjorie Gaskin moved to accept/approve the Head Start Funding Opportunity. Seconded by Josephine Howard. The floor opened for questions. There were questions. The motion carried unanimously.

Head Start Board of Directors Liaison to Policy Council: Marjorie Gaskin

Josephine Howard moved to accept/approve Head Start Board of Directors Liaison to Policy Council: Marjorie Gaskin. Seconded by Yolanda Robinson. The floor opened for questions. There were no questions. The motion carried unanimously.

Southern Region Advisory Committee Board Representative, Dr. N'Kosi Jones

Marjorie Gaskin moved to accept/approve Southern Region Advisory Committee Board Representative, Dr. N'Kosi Jones. Seconded by Josephine Howard. The floor opened for questions. There were no questions. The motion carried unanimously.

CEO Report

Yolanda Robinson moved to accept/approve the CEO's report. Seconded by Josephine Howard. The floor opened for questions. There were no questions. The motion carried unanimously.

Other Information

No additional information

Other Business

CEO Performance Evaluation and Recommendations

Marjorie Gaskin will present the results of the CEO's Performance Evaluation and Recommendations, at the Board Meeting Scheduled for November 19, 2023.





Approval of Board of Directors Agenda: November 19, 2023

Marjorie Gaskin moved to accept/approve the Board of Directors meeting agenda for November 19, 2023. Seconded by Josephine Howard. The floor opened for questions. There were no questions. The motion carried unanimously.

Adjournment

Yolanda Robinson moved to adjourn the meeting at 7:21 P.M. Seconded by Josephine Howard. Motion Carried unanimously. Meeting adjourned.

Submitted By:

Yolanda Robinson
ALPI Board Secretary

November 17, 2023
Date

DRAFT





Action/Ratification Items





2024-2025 Selection Criteria Scale

Agricultural and Labor Program, Inc.

2024-2025 SELECTION CRITERIA SCALE

Child's Name: _____ EHS _____
 HS _____

ELIGIBILITY TYPE	POINTS	Update after 6 months
Homeless (as defined by McKinney-Vento Act)	100	
Public Assistance (TANF/SSI/SNAP)	100	
Foster Child	80	
Below or at the HHS poverty guidelines	80	
INCOME	POINTS	POINTS
Income is between 100% - 130% of the HHS poverty guidelines	55	
Income is over 130% of the HHS poverty guidelines	35	
AGE (By Compulsory School Age) – Head Start		
Age 3 by September 1, 2024	75	
Age 4 by September 1, 2024	65	
AGE (By Compulsory School Age) – Early Head Start		
Birth to 36 months	75	
OTHER FACTORS	Mark all that Apply	Mark all that Apply
Displaced Worker or Unemployed	35	
Single, Working Parent	45	
Transition from Early Head Start/ Sibling in Program	35	
Child receiving services (Behavioral plan, treatment/plan of care, etc.) must be documented	25	
Inter-agency Referral from Healthy Start	10	
Emergency evacuation/re-location due to disaster	10	
Legal / Temporary Guardianship	10	
Referral from another EHS/HS program out of service area	5	
Teen Parent (At time of application)	5	
DISABILITY (Must be Documented)	POINTS	POINTS
Documented disability with IEP from LEA- (HS)	120	
Referred by Part C- Disability IFSP- (EHS)	120	

Total _____

Staff Signature: _____ Date: _____

IF on Waitlist over 6- 12months

Verified/Updated Score: _____ Date: _____

Updated 2/2024





Notice of Amendment to the 2021-2024 EHEAP Contract: Polk County



February 2, 2024

Ms. Arlene Dobison, Chief Executive Officer
The Agricultural and Labor Program, Inc.
300 Lynchburg Road
Lake Alfred, FL 33850

Re: Notice of Amendment to the 2021-2024 EHEAP Contract – Polk County

Dear Ms. Dobison:

Senior Connection Center, Inc. (SCC) has approved an amendment to the 2021-2024 Emergency Home Energy Assistance Program (EHEAP) funds to The Agricultural and Labor Program, Inc. for Polk County in the amount(s) shown below. The Weather Related Supply Shortage (WRSS) funds for Year 4 (07/01/23-06/30/24) have been released and transferred into the Crisis Benefits category. This amendment does not change the amount of funding available with this contract.

	<u>23-24 Award</u>	<u>Transfers</u>	<u>23-24 Revised Award</u>
EHEAP – Admin.	\$2,669.90	\$0.00	\$2,669.90
EHEAP – Outreach	\$24,343.82	\$0.00	\$24,343.82
EHEAP – Benefits	\$132,989.89	\$3,572.93	\$136,562.82
EHEAP – WRSS	<u>\$3,572.93</u>	<u>(\$3,572.93)</u>	<u>\$0.00</u>
Total EHEAP	\$163,576.54	\$0.00	\$163,576.54

Please sign, date and email one copy of the amendment to Kristina Melling, Director of Contracts and Quality Assurance. If you have any questions concerning this amendment, please contact Kristina at extension 5585.

We appreciate the efforts of your agency in providing these important services to elderly consumers, and your assistance in processing this amendment.

Sincerely,

Charlotte K. McHenry
President/CEO

cc: Kristina Melling, Director of Contracts and Quality Assurance

The Area Agency on Aging serving Hillsborough, Manatee, Polk, Highlands and Hardee Counties
8928 Brittany Way • Tampa, FL 33619 • Phone: 813.740.3888 • Fax: 813.623.1342 •
www.SeniorConnectionCenter.org





AMENDMENT 010

Contract No. EH-21/24-ALPI

Amendment Page 1

THIS AMENDMENT, entered into between Senior Connection Center, Inc., hereinafter referred to as the "agency", and The Agricultural and Labor Program, Inc., hereinafter referred to as the "subrecipient", amends Contract No. EH-21/24-ALPI.

The purpose of this amendment is to revise and replace Attachment VII, Budget Summary. This amendment does not change the amount of funding available with this contract.

ATTACHMENT VII, Budget Summary, is hereby replaced with the revised ATTACHMENT VII, Budget Summary, attached hereto.

This amendment shall be effective on the last date that the amendment is signed by both parties.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract.

This amendment and all its attachments are hereby made a part of the contract.

IN WITNESS WHEREOF, the parties hereto have caused this 5 page amendment to be executed by their officials thereunto duly authorized.

SUBRECIPIENT: The Agricultural and Labor Program, Inc.

AGENCY: Senior Connection Center, Inc.

SIGNED **Arlene Dobison**
BY: _____
Digitally signed by Arlene Dobison
Date: 2024.02.09 16:53:06 -05'00'

SIGNED
BY: _____

NAME: **Arlene Dobison**

NAME: Georgiana Goodson

TITLE: **CEO**

TITLE: Chair, Board of Directors

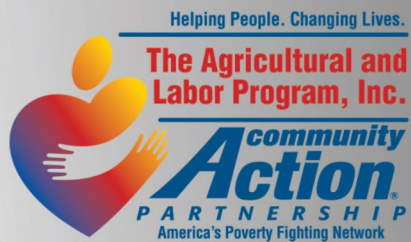
DATE: **February 9, 2024**

DATE: _____

FEDERAL ID NUMBER: 59-1634148

FISCAL YEAR END DATE: 6/30





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*Thank you for your continued support
to the
Agricultural and Labor Program, Inc.*

