



**Worcester Community Action Council  
December Board Meeting Agenda  
Joint Meeting of WCAC Board and Head Start Policy Council  
December 12, 2022 5:00PM  
Via Zoom**

**Agenda**

**Joint Session of Board and Policy Council**

- I. **Welcome .....Don Xenos, WCAC Board Chair and Diana Hryzan, Head Start Policy Council Chair**
- II. **Head Start, Kerry Brennan, Chief Operating Officer and Kathy Dow, Head Start**
  - a. Head Start Program Update
  - b. Self-Assessment process and timeline
  - c. Vote to name Head Start Director
- III. **Adjourn Joint Session with Policy Council (Policy Council will commence their meeting separately)**

**Commence WCAC Board Meeting**

- I. **Consent Agenda\*..... Board Chair**
  - i. Approval of October Board Meeting Minutes, September 12th 2022
  - ii. Approval of Audit Finance Minutes for April, May and October 2022
  - iii. Approval of Executive Committee Minutes for May 9, 2022
- II. **Finance, Steve Desmarais, Treasurer, Rob Scherer, CFO**
  - Review and Acceptance of FY22 September Year End Financial Reports\*
  - Review and Acceptance of the CSBG quarterly reports for September 2022: CSBG Main, CSBG CARES Final, State CAA Line Item Quarter 1\*
  - Review and Acceptance of the FY23 CSBG Budget\*
  - FY22 Audit Update
  - Finance Policy Manual Updates\*: Impact Officer Title update, Volunteer time valuation, CSBG CARES Policy inclusion.
- III. **Nominating Committee, Karen Rucks Walker, Chairwoman**
  - Committee Process and Candidate Background
  - Nominations of Miurka Torres and Mina Chebbani\*
- IV. **Open Enrollment Benefits, Kerry Brennan, COO**
  - Review and Updates to Medical, Dental and Vision Benefits (slides attached) \*
- V. **FY2024-2026 Community Needs Assessment Plan & Strategic Plan Update, Charla Hixson, Chief Impact Officer**
  - Needs Assessment Components: Agency, Head Start for federal grant, South County region
  - Collaborative Needs Assessment for South County-Kickoff Meeting with Partners December 14th 11am
  - Collecting client-level information with community partners



**VI. Executive Director Report .....*Marybeth Campbell***

- Update on status of Donated Funds for Emergency Fuel
- 18 Chestnut update

**VII. Adjourn**

- Next Meeting

**Upcoming Meetings**

*\*Requires vote*