



Total Community Action, Inc.
Annual Board Meeting
December 10, 2024
Gallier Hall
545 St. Charles Avenue
11:00 AM

- I. **Call to Order** **Mr. James M. Singleton**
Board Chairman
- II. **Prayer** **Mr. Andrew P. Sanchez, Jr.**
- III. **Roll Call** **Ms. Carol Lofton**
- IV. **Adoption of Board Agenda**
- V. **Board Membership**
 - **Seating of new Board Members** **Mr. Glenis M. Scott, Sr.**
 - Mr. Percy Marchand- Representative of Impact Community
 - Dr. Chanel Payne, Early Childhood Educator (HSPS)
 - **Board Attendance Report – CSBG Organization Standard 5.5**
- VI. **Adoption of Board & Executive Committee Minutes**
 - Minutes of September 30, 2024 Regular Board Meeting
 - Minutes of November 6, 2024 Executive Committee Meeting
 - Minutes of December 9, 2024 Executive Committee Meeting
- VII. **Board Committee Reports for Receipt and Retention**
 - **Program Committee** **Mrs. Deidre Jones**
 - Head Start/Early Head Start/EHS-CCP Program Report
 - LIHEAP Energy Services Report
 - **Personnel Committee** **Mrs. Connie Andry**
 - Human Resource Profile
 - Report of the Annual Performance Appraisals
 - Report relative change of Enrollment Period for Employee Health Insurance Plan
 - **Budget, Finance, Audit & Compliance Committee** **Mr. Anthony W. Richard**
 - Agency Budget Performance Report (through 10/31/2024)
 - Report TCA Accounts Receivable
 - TCA Investments Report
- VIII. **Ratification of Executive Committee Consent Agenda Items**
 - **Adoption of PY 2025 Community Action Plan (CAP)**
 - **Adoption of PY 2025 LIHEAP Service Plan**
 - **Adoption of FY 2024-25 Winter Holiday**
 - **Adoption of FY 2025 Fringe Benefits Rate**



- Head Start/Early Head Start FY 2025 Grant Application Nonfederal Share Waiver Request (revised)
 - Approval Retroactive Salary Adjustment
 - Reduction in Excess Accrued Leave for Administrative Leadership Team Members
- IX. CEO Actions Items¹
- Receipt and Adoption of the TCA Retirement Plan Audit OS 8.3
Jordan Montz, CPA, MBA
LaPorte CPAs & Business
 - Adoption FY 2025 Annual Budget OS 8.9
 - CEO Revised Succession Plan
 - Revisions to Job Descriptions and Accountabilities to for President and CEO
 - Appointment of Mr. Glenis M. Scott, Sr. Interim President
- X. Election of Board Officers 2025-2029
- XI. Transition of Leadership
- XII. Public Comment
- XIII. Adjournment of the Board Meeting
- XIV. Celebration of 60th Years of Service and Leadership to Community Action and Total Community Action, Inc.

Happy Holidays to All

¹ Items that require Board Presentation & Discussion