



WORCESTER COMMUNITY ACTION COUNCIL, INC.
The Antipoverty Agency for Central Massachusetts
484 Main Street, 2nd Floor ♦ Worcester ♦ Massachusetts ♦ 01608-1810
Telephone: 508.754.1176 ♦ Fax: 508.754.0203 ♦ Website: www.wcac.net

WCAC Board Meeting Agenda
September 23, 2019, 5:30 PM
WCAC Board Room, Suite 201
484 Main Street, Worcester, MA 01608

- I. Board Training: Roles and Responsibilities/ROMA.....**Jess Benedetto, MASSCAP
 - a. Framework for strategic planning process
 - b. FY21-23 Strategic Plan- timeline and process..... Charla Hixson, *Chief Strategy Officer*
 - c. Vote to Approve Strategic Planning Process (“Plan for the Plan”)
 - d. Vote to Approve FY20 Community Action Plan

- II. Board Consent Agenda*.....**Noreen Johnson Smith, *Board Chair*
 - a. Board Meeting minutes of 6/10/19
 - b. Executive Committee minutes of 7/8/19 and 8/12/19
 - c. Joint Executive Audit/Finance minutes of 9/9/19
 - d. Personnel Committee minutes of 7/31/19
 - e. Program Committee minutes of 9/13/19

- III. Financial Report.....**Brian Westerlind, *Treasurer*
 - a. Vote to approve July agency financial statement*
 - b. Vote to approve CSBG quarterly report 6/30/19*
 - c. Vote to approve FY2020 Agency budget * and CSGB FY 20 Budget
(approved by ExComm + Audit/Finance)

- IV. Personnel Committee.....**Peter Martin, *Committee Chair*
 - a. Vote to amend Employee Handbook*
 - i. Add language to clarify communication to staff of changes to policies
 - ii. Alignment of two policies related to Executive Director search process
 - iii. Addition of service animal policy

- V. **Head Start/Early Head Start Program Updates....** *Evelyn Velez, Head Start Co-Director*
 - a. Program information report
 - b. COLA and carry-over spend down

- VI. **Executive Director Report.....***Marybeth Campbell, Executive Director*
 - a. Facilities update
 - b. Technology Services Bid Update
 - c. Schedule of FY20 board meetings/program highlights

Board next meetings:

Full Board: October 21st, 5:30, WCAC Board Room, Denholm

Executive Committee: November 4th, 5:00, WCAC Board Room, Denholm