

**METROPOLITAN ACTION COMMISSION  
BOARD OF COMMISSIONERS  
SPECIAL CALLED-MEETING  
800 2nd Avenue North, Nashville, TN 37201  
Wednesday, July 12, 2017  
12:00 p.m. – 1:00 p.m.**

**AGENDA** - Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, notice of the Metropolitan Action Commission's appeal procedures are hereby given. Contested case hearings before the Metropolitan Action Commission, which affect the employment status of an employee, are appealable to the Chancery Court of Davidson County pursuant to the provisions of the Uniform Administrative Procedures Act. Contested policies, rules, or regulations adopted by the Metropolitan Action Commission are appealable to the Chancery Court of Davidson County via a declaratory judgment action. For all other appeals, a common law writ of certiorari to the Chancery Court of Davidson County is the appropriate appeal process. All appeals must be filed within sixty (60) days after the entry of the Commission's final order and/or within sixty (60) days of the final action taken by the Commission. You are advised to seek your own independent legal counsel to ensure that your appeal is filed in a timely manner and that all procedural requirements are met.

- I. CALL TO ORDER LaVoneia Steele, Chair
  - A. Approve June 22, 2017, meeting minutes (*Attachment 1*)
  
- II. NOMINATING COMMITTEE REPORT Flo Kidd, Committee Chair
  
- III. EXECUTIVE DIRECTOR REPORT Cynthia Croom
  - A. Metropolitan Action Commission Updates
  - B. Head Start Updates
  
- IV. ITEMS REQUIRING BOARD ACTION
  - A. Public Records Policy and Procedures (Metro) (*Attachment 2*)
  - B. Employee Handbook (*Attachment 3*)
  - C. Job Descriptions (*Attachment 4*) (*Attachment 5*)
  - D. Grants/Contracts/MOUs
  
- V. OTHER BUSINESS
  
- VI. EXECUTIVE DIRECTOR AD HOC COMMITTEE REPORT Kasey Anderson  
Committee Chair
  
- VII. ADJOURNMENT