

METROPOLITAN ACTION COMMISSION
BOARD OF COMMISSIONERS
800 2nd Avenue North, Nashville, TN 37201
Thursday, March 22, 2018
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 January 25, 2018, meeting minutes (*Attachment 1*)
 - B. Convene By-Laws Committee
 - C. Convene Nominating Committee
 - D. Convene Executive Director Evaluation Ad Hoc Committee
- II. EXECUTIVE DIRECTOR REPORT Cynthia Croom
- A. Metropolitan Action Commission Updates
 - B. Head Start Updates
- III. FINANCE REPORT Benita Davis, Treasurer
- IV. ITEMS REQUIRING BOARD ACTION
- A. Audit Report (*Attachment 2*)
 - B. Job Descriptions (*Attachment 3*) (*Attachment 4*)
 - C. Employee Handbook revisions
 - D. Head Start/Early Head Start Selection Criteria (*Attachment 5*)
 - E. Head Start/Early Head Start 2017 Self-Assessment
and Performance Improvement Plan (*Attachment 6*)
 - F. Grants/Contracts/MOUs
- V. PROGRAM REPORTS
- A. Public Information
 - B. Community Programs (*Attachment 7*)
 - C. Head Start / Early Head Start (*Attachment 8*)
 - D. Policy Council (*Attachment 9*) (*Attachment 10*)
 - E. Administrative Services/Operations
 - F. Human Resources
- VI. OTHER BUSINESS
- VII. ADJOURNMENT