

METROPOLITAN ACTION COMMISSION
BOARD OF COMMISSIONERS
800 2nd Avenue North, Nashville, TN 37201
Thursday, August 22, 2019
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 27, 2019, meeting minutes (*Attachment 1*)
 - B. Committee Assignments, FY20

- 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. CSBG Audit Report
 - B. Job Descriptions
 - 1. Agency Analytics Manager (*Attachment 2*)
 - 2. Customer Engagement Coordinator (*Attachment 3*)
 - 3. Transformation & Innovation Director (*Attachment 4*)
 - 4. Parent Engagement Coordinator (*Attachment 5*)
 - 5. Behavior Intervention/Mental Health Coordinator (*Attachment 6*)
 - 6. Disabilities Coordinator (*Attachment 7*)
 - C. Pay Plan (*Attachment 8*)
 - D. Hire above base – D. Jones
 - E. Request for recommendations for community representatives to the Head Start/Early Head Start Policy Council.
 - F. FY19 Travel Review (*Attachment 9*)
 - G. Grants/Contracts/MOUs

- V. PROGRAM REPORTS
 - A. Public Information (*Attachment 10*)
 - B. Community Programs (*Attachment 11*)
 - C. Head Start / Early Head Start (*Attachment 12*)
 - D. Policy Council
 - E. Administrative Services/Operations
 - F. Human Resources (*Attachment 13*)

- VI. OTHER BUSINESS

- VII. ADJOURNMENT