

**METROPOLITAN ACTION COMMISSION**  
**BOARD OF COMMISSIONERS**  
**Douglass Head Start Center**  
**621 Howerton Street, Nashville, TN 37207**  
**Thursday, May 26, 2022, 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 March 24, 2022, meeting minutes (*Attachment 1*)
  
- III. **EXECUTIVE DIRECTOR REPORT** Cynthia Croom
  - A. Metropolitan Action Commission Updates
  
- IV. **FINANCE REPORT** Telisha Cobb, Treasurer
  
- V. **ITEMS REQUIRING BOARD ACTION**
  - A. Personnel Committee, Leslie Buggs Chair
    - a. Employee Handbook Revision – Holiday, June 19 (Juneteenth) (*Attachment 2*)
  - B. HOPE Portal Closure
  - C. Approve Receipt of Single Audit and Distribution (*Attachment 3*)
  - D. Closing August 1 – 5, 2022
  - E. Job Descriptions/Position Changes
  - F. Grants/Contracts/MOUs
  
- VI. **PROGRAM REPORTS**
  - A. Communications (*Attachment 4*)
  - B. Family & Community Services (*Attachment 5*)
  - C. HOPE (Housing, Opportunity, Partnerships and Employment)
  - D. Early Education & Youth (*Attachment 6*)
  - E. Policy Council (*Attachment 7*)
  - F. Workforce Development (*Attachment 8*)
  - G. Transformation & Innovation (*Attachment 9*)
  - H. Administrative Services & Operations (*Attachment 10*)
  
- VII. **OTHER BUSINESS**
  
- VIII. **ADJOURNMENT**