

METROPOLITAN ACTION COMMISSION
BOARD OF COMMISSIONERS
Douglass Head Start Center
621 Howerton Street, Nashville, TN 37207
Thursday, August 25, 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 July 11, 2022, meeting minutes (*Attachment 1*)

- II. **EXECUTIVE DIRECTOR REPORT** Cynthia Croom
 - A. Metropolitan Action Commission Updates
 - B. Request for recommendations of community representatives to the Head Start Policy Council

- III. **FINANCE REPORT** Telisha Cobb, Treasurer

- IV. **ITEMS REQUIRING BOARD ACTION**
 - A. Approve Head Start/Early Head Start FY22 Self-Assessment / FY23 Program Improvement Plan (*Attachment 2*)
 - B. Approve receipt of Bylaws and FY23 meeting schedule
 - C. Job Descriptions/Position Changes
 - a. Special Projects Manager (*Attachment 3*)
 - b. Special Projects Coordinator (*Attachment 4*)
 - c. Community Counselor/Therapist (*Attachment 5*)
 - d. Family-Centered Coach (*Attachment 6*)
 - D. Grants/Contracts/MOUs
 - E. Travel Review for FY22

- VI. **PROGRAM REPORTS**
 - A. Communications
 - B. Family & Community Services (*Attachment 7*)
 - C. HOPE (Housing, Opportunity, Partnerships and Employment)
 - D. Early Education & Youth
 - E. Policy Council
 - F. Workforce Development
 - G. Transformation & Innovation
 - H. Administrative Services & Operations (*Attachment 8*)

- VII. **OTHER BUSINESS**
 - A. Board Committee appointments for FY23 LaVoneia Steele, Board Chair
 - B. Executive Director Evaluation Ad Hoc Committee Telisha Cobb, Committee Chair

- VIII. **ADJOURNMENT**