

**METROPOLITAN ACTION COMMISSION  
BOARD OF COMMISSIONERS MEETING MINUTES  
Douglass Head Start Center, 621 Howerton Street, Nashville, TN 37206  
July 11, 2022 / 12:00 noon – 1:00 pm  
CALLED MEETING**

Present: Leslie Buggs, Kanika Covert, Kathy Floyd-Buggs, Tanya Hancock, Flo Kidd, Joseph Mitchell, Renee Pratt, LaVoneia Steele, and Troy White

Absent: Fatima Ali, Kasey Anderson, Telisha Cobb, Karen Doty, and Joy Styles

Team members/Others: Cynthia Croom, Lisa McCrady, and Derrick Smith (Metro attorney)

Dr. LaVoneia C. Steele, Board Chair, called the meeting to order at 12:02 p.m.

**REPORT FROM THE CHAIR**

**Motion:** Approve the May 26, 2022, meeting minutes.

**Made by:** Tonya Hancock **Second:** Kathy Floyd-Buggs **Motion Passed.**

**EXECUTIVE DIRECTOR REPORT** *as provided by Dr. Cynthia Croom, Executive Director*

The HOPE portal closed on June 30 as previously announced. So far, the agency has expended over \$60 million and has about \$4 million left in HOPE funds. We anticipate that the remaining HOPE applications received before July 1 will obligate the remaining funds and that the HOPE program will officially close out by the end of September. To assist our customers, beginning July 1, the agency began helping customers apply for US Treasury Emergency Rental Assistance through THDA funding for Davidson County residents.

**ITEMS REQUIRING BOARD ACTION**

**Motion:** Approve Cost of Living Allowance and Open Range Adjustments plan effective July 1, 2022.

**Made by:** Leslie Buggs **Second:** Kanika Covert **Motion Passed.**

**Motion:** Approve the use of the MSS Community Needs Assessment as a data tool for grant purposes.

**Made by:** Leslie Buggs **Second:** Kathy Floyd-Buggs **Motion Passed.**

**Motion:** Approve US Treasury Emergency Rental Assistance 2 funding.

**Discussion:** The board initially approved the acceptance of Treasury ERA 1 Reallocations from THDA, however Treasury later required THDA to send the funds back so those funds could be issued directly to MAC from Treasury. This corrects the initial board action to receive funding as a pass through from THDA to receiving funding directly from Treasury

**Made by:** Leslie Buggs **Second:** Flo Kidd **Motion Passed.**

**Motion:** Approve FY 23 CACFP grant application and subsequent receipt of grant.

**Made by:** Kanika Covert **Second:** Leslie Buggs **Motion Passed.**

**Motion:** Approve acceptance of Dr. Virginia Oates as the Head Start program's registered dietician.

**Made by:** Tanya Hancock **Second:** Joseph Mitchell **Motion Passed.**

Meeting adjourned.  
Minutes submitted by:

Joseph Mitchell, Board Secretary