



EXECUTIVE BOARD MEETING

**Monday, March 21, 2022
10:00 a.m.**

MEMBERS PRESENT:

- | | |
|--------------------------|-----------------------------|
| ROSE BAILEY | CATHY BENTON |
| MEMIE BONEY | LEONARD BURSE, JR. |
| ETHELYN S. CREECH | MICHAEL GARVIN |
| WILLIAM GEORGE | WALTER GIBSON |
| BOBBY KENNEDY | MICHAEL-ANGELO JAMES |
| LEE LEWIS | SYNITA D. MATHIS |
| LINDA MCDUFFIE | GLORIA PAULK |
| TINA SMITH | CLARENCE WASHINGTON |

MEMBERS NOT PRESENT:

- | | |
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| ANTHONY SIMMONS | JAMES THOMAS, SR. |
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MEMBERS NOT PRESENT WITH EXCUSED ABSENCES:

- | | |
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| KIM MORGAN | SAM EDGAR |
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HS POLICY COUNCIL CHAIRPERSON PRESENT: TIFFANY LANNING

OTHERS PRESENT:

- | | |
|------------------------|---------------------------|
| BRYAN SINGLETON | SHELLI TYRE |
| HAYLEY STEPHENS | ELENA RYALS |
| AMANDA LANKFORD | JOEY WILKES |
| JEFFREY MILLER | DIANE ROGERS |
| JO ANNE BROOKS | SONJA EASON |
| ANNA WALL | HUEY SPEARMAN |
| T.J. PONSELL | CAROLYN BLACKSHEAR |
| ZINA PONSELL | |

- I. CALL TO ORDER:** Leonard Burse, Jr., Executive Board Chairman, called the action pact Executive Board meeting to order at 10:07 am at the action pact corporate office on 510 Tebeau Street in Waycross, GA and also via a Conference Call.
- II. INVOCATION:** Mr. William George, Executive Board member representing Candler County, gave an invocation prayer to start the meeting.
- III. ROLL CALL:** Gloria Paulk took the roll call. A quorum was established with a combined total of sixteen (16) Executive Board members. (See attached roll call copy.)
- IV. APPROVAL OF AGENDA AND BOARD MINUTES:**
Leonard Burse, Jr., Executive Board Chairman, entertained for a motion to approve the agenda for today, March 21, 2022, and the minutes from the last Executive Board meeting of January 24, 2022.

Walter Gibson made a motion to approve the agenda for today, March 21, 2022 Executive Board meeting, and the minutes from the last Executive Board meeting of January 24, 2022. Synita Mathis seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried.

V. OLD BUSINESS:

Michael Garvin stated the minutes of a prior Executive Board meeting were not correct. However, he couldn't remember the date of that particular board meeting or the specific issues involved that were incorrect. Synita Mathis stated it was the November 15, 2021 Executive Board meeting minutes that were not correct. Mr. Leonard Burse, Executive Board Chairman stated those minutes had already been approved, at the January 24, 2022 Executive Board meeting.

Mr. Huey Spearman, agency attorney, stated those minutes which had been approved by the Executive Board, are now an official statement of record. He further stated that if any items are disputed, they can be placed on a future agenda for a board meeting. Mrs. Mathis asked if it could be done today. Mr. Spearman repeated it could be placed on a future agenda. Mr. Burse also repeated it could be placed on a future agenda, as the agenda for today was already voted on and approved.

VI. NEW BUSINESS:

A. Mission Moment – Shelli Tyre, Deputy Director

Dr. Tyre stated the Mission Moment today focuses on WHY we are here and WHO we serve. The Senior Nutrition Program supplies meals for homebound seniors. These meals may be the only hot meal they get in that day. Dr. Tyre explained three recent scenarios that happened in Pierce County.

1. An action pact food delivery driver took a meal to Mr. Brown. Mr. Brown's door was locked but the driver could hear him inside. The driver called 911 and stayed with Mr. Brown until help arrived to access his health situation. The driver then returned to his route.
2. The food delivery driver took a hot meal to Ms. Osteen's house. Ms. Osteen had fallen, so the driver picked her up, and called her sister-in-law. He stayed with Mrs. Osteen until help arrived, and then returned to his route.
3. This same food delivery driver took a hot meal to Ms. Lewis. The driver could hear her calling for help, as she had fallen and was bleeding profusely from her leg. He immediately used his belt for a tourniquet and called 911. He stayed with Ms. Lewis until help arrived and then returned to his route. He reflected upon the fact that Ms. Lewis only received one hot meal a month, and this was the day. He was thankful he was there to assist her with her injury and to call 911.

The action pact Pierce County food delivery driver is Mr. T.J. Ponsell!

Mr. Ponsell attended this Executive Board meeting and received a hearty round of applause for his heroic acts toward these Pierce County Senior Citizens.

Executive Board Members Birthdays – Bryan Singleton

Mr. Singleton congratulated the following Board members, with birthdays since the last board meeting.

February 2022: No Board Members had birthdays this month

March 2022: Michael Garvin – March 3rd
Cathy Benton – March 9th

B. Introduction of Attorney of Record

Mr. Bryan Singleton, Executive Director, introduced Mr. Huey Spearman, as the new agency Attorney of Record. Mr. Singleton stated Mr. Spearman practices law in Waycross, and he was impressed with Mr. Spearman’s calm demeanor, integrity, and his involvement with Georgia Legal Services.

Mr. Spearman stated it was a pleasure to be chosen by this Executive Board to serve as Attorney of Record. He said to feel free to call him or stop by his office, as he believes in an “open door” policy. Mr. Spearman stated he has an affinity for our agency and still helps with Legal Aid.

Mr. Burse thanked Mr. Spearman for his involvement in the action pact agency, as he respects Mr. Spearman’s great integrity and work ethic. Mr. Burse looks forward to working with Mr. Spearman as the action pact Attorney of Record.

C. Head Start Program Report – Amanda Lankford, Head Start Director

Mrs. Lankford gave the Head Start program report which contained the January and February Policy Council documents, the monthly statistical and programmatic information, monthly financial reports, monthly personnel, and monthly credit card expenditures:

WEX – December - \$9,744.77 January - \$8,105.05
VISA – December - \$1,881.08 January - \$1,494.86

Mrs. Lankford also noted some information from the Office of Head Start since the last Executive Board meeting:

- Information Memorandum on Documenting Services to Enrolled Pregnant Women
- Recall of certain Similac, Alimentum, and EleCare Baby Formulas
- The FY21 Non-Federal Share Waiver for \$346,813 was approved

Enrollment/Recruitment Updates:

- Enrollment - Head Start: 567 Early Head Start: 204

- Bacon County Family Advocates are participating in “The Day of the Child” event to recruit children.
- Family Advocates in all counties are working on re-enrollments.

Mrs. Lankford reported there was a large number of Head Start vacancies (70) at the last Board meeting. Now that number is down to 39 vacancies. A Hiring Event was held last week where people could fill out applications and be interviewed on the spot. New staff orientation is now being offered every Monday.

Mrs. Lankford stated new play structures have been added to many of the playgrounds. They hope to have all of the new play structures installed by the end of March. New fencing has been added to many of the playgrounds to allow more children to play outside at the same time, yet to remain separate within their own classes.

The Non-Federal Share waiver was approved. Due to COVID, Head Start struggled making In-Kind, due to people not being able to go into the centers.

Clarence Washington, Pierce Co. Board Member, asked what specifically does the new position of “Head Start Human Resources Specialist” do? Ms. Lankford answered and said that staff person would do the following:

- Handles interviews and new staff
- Does paperwork of reference checks, status changes, etc.
- Goes to hiring events
- Goes into Technical Schools and High Schools to encourage students in the Early Childhood Education Program to work for Head Start. A new staff member in Head Start must be 18 years of age.

Cathy Benton, Toombs Co. Board Member, asked if Human Resources was not doing this work? Ms. Lankford responded and said there is lots of paperwork that must be done, which she and Angela Carr were doing themselves. Mr. Burse interjected that this new Head Start Human Resources Specialist frees up Amanda and Angela, because the volume is too much.

William George, Candler Co. Board member, asked what is a “Floater”? Mrs. Lankford answered that a Floater is someone who goes room to room, wherever they are needed.

Michael Garvin, Effingham Co. Board member, asked for a copy of the Quality Rating. Mrs. Lankford said she will supply him with a copy.

Leonard Burse, Executive Board Chairman entertained for a motion to accept the Head Start report given by Mrs. Amanda Lankford. William George made a motion to accept the Head Start report. Walter Gibson seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye and the motion was carried for Head Start report to be accepted.

D. Human Resources Report – Sonja Eason, HR Director

Mrs. Eason reported on the Health and Wellness of action pact. The **Rely MD** member utilization was 71%, which was 89 total consults from November 1, 2021, thru March 8, 2022. These consults were 74 females and 15 males. Seventeen were first time callers and the average wait time was 18 minutes.

The **Gym Reimbursement** began March 11th and will end September 30th.

The **6 week Walking Challenge** will begin April 1st and will end on May 13th.

Retirement Plan Updates:

- Empower Retirement plan balance is \$7,867,870.29
- The average participant balance from \$26,491.15
- There are currently 297 participants with a balance, 193 active

Human Resources Metrics since 11/1/2021: New hires – 57; Terminations – 37

Total Employees – 366

Full time – 330; Part time – 10; Limited Services – 15; and Temporary – 11

Demographic Data: Females – 331 and Males – 35

Ethnic Data: Black – 168; White – 181; Other – 11

Clarence Washington, Pierce Co. Board member, requested a more detailed report of metrics be given to him. Mrs. Eason replied she would email it to him.

Leonard Burse, Jr. entertained for a motion to accept the Human Resources report as given by Sonja Eason. Rose Bailey made a motion to accept the report. Michael Garvin seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye and the motion was carried to approve the Human Resources report.

E. Fiscal Report – Hayley Stephens

Miss Stephens reported the Fiscal department is continuing to hold monthly budget meetings with each program director. Each grant is currently operating within the approved budget.

The Fiscal department is currently in the middle of the annual audit, and all is going well. For the single audit, the auditors have selected to audit the LIHEAP and Weatherization – HHS. In the next few weeks, the fiscal department should have the financial statements, supporting schedules, and notes completed and audited.

Mr. Leonard Burse, Jr. entertained for a motion to accept the Fiscal report. Michael-Angelo James made a motion. Rose Bailey seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried. (See entire Fiscal Report in the board packet.)

F. Information Technology Report – Joey Wilkes, IT Director

Joey Wilkes, IT Director, stated it was very busy in the IT department this month.

- Fiber was installed at the Pearson Head Start and Service Center. This has drastically improved operations there.
- KnowB4 Cyber Penetration Test and Training has begun. This is cyber security training for the action pact staff. Of the 360 current employees, 52 people clicked on the penetration test. 14% failed the test – which was lower than the average. Additional training will be provided to those staff.
- Toombs Service Center Phone System was installed, and an Internet Café was setup.
- Service Innovation Team (Single Point of Entry) DAS rejected integration, and we are waiting on EzTrak and ChildPlus to reopen.

Mr. Wilkes also stated for everyone to be very careful online because Russian hackers are trying to take down our country's internet. (See entire Information Technology Report in the board packet.)

Mr. Leonard Burse, Jr. entertained for a motion to accept the Information Technology report. Michael Garvin made a motion. Michael-Angelo James seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried.

G. Development Report – Elena Ryals, Development Director

Elena Ryals, Development Director, reported on the following:

- Upcoming grant submissions – United Way Bulloch, AARP Community Challenge, and Truist Community Foundation
- Transportation project update – Still moving forward, getting very close to a test run. We've advertised for drivers and expected to interview within the week. Coastal Pines has been visited and a small group of riders (GED students) has been identified for a tentative route. Some churches are interested in being pick-up/drop-off points. The plan is to begin by the first week in April and to continue as long as funding allows – at least 8 weeks.

Clarence Washington, Pierce Co. Board member, questioned if the only riders will be GED students. Mrs. Ryals replied yes, just for now, but other students that also attend Coastal Pines may be picked up, if 2 vans are possible. Mr. Washington requested that this information be sent out to the Executive Board members. Mrs. Ryals agreed to do this request.

- DCA Homelessness Program -- The first two reimbursements were approved.
- Coming up soon -- 2nd Annual Rubber Duck Race Fundraiser on Friday, May 13, 2022, at the Statesboro "Splash in the 'Boro" waterpark. The agency is interested for the Bulloch County Senior Citizens to come help with the fundraiser. Mrs. Ryals also stated the need for the support of the Executive Board members for this agency fundraiser to be successful. (See entire Development Report in the board packet.)

Mr. Leonard Burse, Jr. entertained for a motion to accept the Development report as given. Walter Gibson made a motion. Michael-Angelo James seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried.

H. Deputy Director Report – Shelli Tyre, Deputy Director

Shelli Tyre, Deputy Director, reported on the Strategic Plan of action pact. The three goals and progress are:

1. GOAL: Research and implement a single point of entry system that will better track clients, goals, and data.
PROGRESS: In progress – led by Joey Wilkes, IT Director.
2. GOAL: Develop and implement an organization-wide dashboard to track and report organizational and program outcomes.
PROGRESS: Completed. (See Dashboard FY22 attachment)
3. GOAL: Build organizational capacity by diversifying revenue streams and increasing unrestricted fund balances.
PROGRESS: Completed.
(Action pact dashboard FY 2022 attached for review.)

Board Training -- New Executive Board Member Orientation is scheduled for Wednesday, April 13, 2022, at 10:00 am. This meeting will be conducted virtually and will last for approximately one hour. Veteran Board members are welcome to participate as a refresher. Invites will be emailed.

Leadership Training

- Action pact had the opportunity to provide a leadership assessment and training to district leaders of Brantley County Schools in February.
- Action pact continues to lead our STARS through "Change Your World."
- Action pact will host the 3rd Annual Live2Lead in October, and planning will begin soon. Details will be sent out closer to the time of that event. (See the entire Deputy Director's Report in the board packet.)

Mr. Leonard Burse, Jr. entertained for a motion to accept the Deputy Director's report as given. Tina Smith made a motion. William George seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried.

I. Program Reports – Program Directors

CASA Report – Mrs. Anna Wall, CASA Director, reported the following summary of program activities/accomplishments of the CASA program:

- CASA submitted a grant request to OREMC in the amount of \$5,000 and was presented with the check on 3/1/2022. CASA applied for the CSX Community Grant, Georgia Pacific Grant, and reached out to the hospital for the Community Benefit Fund.
- The 3rd Annual CASA Poopalooza (Cow Patty Bingo) is scheduled for April 29, 2022. Tickets are \$20 apiece for a chance to win \$1,000! If you would like to help sell tickets, please let her know. They also have the opportunity for sponsorships in the amount of \$250 and \$1,000. Already CASA has ten sponsors for the \$250 advertisement.
- Mr. Michael Popwell of Brantley County swore in as a CASA Volunteer on January 13, 2022. The next volunteer training is scheduled for May 16, 2022, with two people going through the background screenings now. The training information was shared with Coastal Pines, Georgia State College, and Unison Behavioral Health. Postcards have been mailed to several local churches asking for the opportunity to speak to their congregations about CASA and volunteering. On February 8, 2022, CASA participated in the Coastal Pines Wellness Fair for recruitment and again on February 9, 2022, with the Okefenokee RESA Resource Fair.
- Over the past three months CASA has had the joy of helping ten children (four different families) be re-united and have their cases closed with DFCS. As of February, all of the 500+ Blessing Bags from Emmanuel Baptist Church of Blackshear, have been passed out to CASA children and community providers who also serve children in need.

Community Care Services Program – Mrs. Linda Steedley, CCSP Director, reported the following:

- The goal of the Community Care Services Program is to help seniors and the disabled remain in their homes and communities and avoid nursing home placement. Their program year began July 1st and since then they have served a total of 1,161 unduplicated clients. (1022 in the Heart of GA and Coastal area and 139 in the Southern area.)
- The program is continuing to do all assessments, care plans, and monthly contacts by phone. Phone calls are made to either the client or their caregiver. As with all care plan reviews and assessments, there is required paperwork that must be signed by the client/caregiver. Because they are performing the assessment/review via the phone, they are required to get the client/caregiver's verbal approval to proceed. Once the Federal Public Health Order is lifted for the frail elderly, home visits will be made to get the necessary signatures. As of now, it looks like phone assessments/care plan reviews will continue to be made via the phone. The CCSP program has purchased personal protection equipment (gloves, mask, sanitizer,

shoe covers, etc.) for the staff to use once home visits are made again. Protecting action pact's clients and staff is a priority.

- The CCSP department is going to join with the Weatherization Program to help clients that are needing a ramp to enable them to leave their home safely. CCSP will use surplus dollars to pay for the supplies and the Weatherization staff's time to build the ramps for the CCSP clients. Both programs joined forces several years ago and the project was a huge success. It is anticipated to build approximately 8–10 ramps. In the coming months, the Care Coordinators will make a home visit to those clients who have stated that they need a ramp. If the Care Coordinator agrees, then Jeff Miller will be notified for him to begin the process.
- Please spread the word about how the Community Care Services Program can help the people in your community. Please contact Linda Steedley if you have a civic club, organization, church Sunday School class, or Senior group that would like a presentation of the Community Care Services Program.

Community Services -- Diane Rogers, Community Services Director

Nutrition Program for the Elderly

- The Pierce Senior Center has been awarded a \$2,500 grant from the Southern Regional Commission to help with food insecurity.
- The center in Toombs County has undergone a complete "face lift" thanks to the generous support of Georgia Power and others. A new technology center brightened the environment and the seniors are giving rave reviews. A ribbon cutting is planned for May. NPE is currently working on a plan to upgrade the kitchen in order to allow cooking on-site.
- The Wayne and Candler County centers are now participating in virtual exercise programs thanks to equipment provided by the Heart of Georgia Regional Commission.
- The Medicaid program has increased the meal reimbursement for the Community Care Service Program meals from \$6.74 to \$7.41. This is the first increase in more than decade and was long overdue!

Community Services

- CSBG CARES funds have been used to assist 262 households at risk of eviction since October 1, 2021. Fiscal year 2022 CARES payments to landlords total \$249,495.
- The Pierce County Service Center is now open Monday through Thursday each week.
- 285 direct benefit payments totaling \$260,799 have been made since fiscal year 2022 began on October 1, 2021. (CSBG CARES, Okefenokee Rural EMC, Project Share, etc.). This total represents crisis intervention payments to prevent loss of housing and/or basic services, employment support, education support, children care and transportation assistance.

- Because of the work done at action pact's County Service Centers during the current fiscal year:
 - 22 adults have obtained employment
 - 262 families or individuals have avoided eviction or foreclosure
 - 1073 households avoided utility disconnection
 - 206 households gained access to emergency food
 - 4 families obtained childcare
 - 5 individuals obtained health insurance

Low-Income Home Energy Assistance Program (LIHEAP)

- The program began as scheduled on November 1st. 3,685 households have been served as of March 9, 2022. A total of \$3,555,905 in payments have been approved.
- The second allocation has been awarded, so the automated appointment system opened March 14th at 8:00 am, with an estimated 1,750 regular appointment slots. Advertisements were placed in every county's newspaper, as well as on Facebook and the agency website.
- The Cooling Program will begin on April 1st. Newspaper ads will run the last two weeks of March in every county. The automated system will have an estimated 3,100 open appointment slots that day.
- The ARPA match program is still in effect and all heating payments will be matched and some cooling payments. The matching payments will be made as long as ARPA funding remains.

Low-Income Home Water Assistance Program (LIHWAP)

- The program has serviced 1,930 households with a total of \$639,642 leaving a balance of \$1,200,631. During November and December, only households with arrearages or who were already disconnected were eligible for assistance. Beginning January 3, eligible households also included those with at least one member who is 60 years of age or older or at least one member who is 5 years of age, or younger. Beginning February 1st, all income-eligible households could apply.
- The average benefit payment to date is \$331. The program allows for payment of 100% of arrearages, late fees, reconnect fees as well as the regular payment of \$200 or \$300. Based on the projected average benefit amount of \$350, it is expected to serve approximately 3,430 additional households by the end of the program (9/30/2023).
- Municipalities are slowly submitting signed agreements. There is at least one approved vendor in every county except Charlton and Long. Charlton vendors have given verbal approval, but we cannot accept applications from their customers until a signed agreement has been approved by the State office. We do not expect to have vendors in Long County because the only municipality in the county, is the City of Ludowici and they have refused the assistance for their customers.

Educational Talent Search – Carolyn Blackshear, ETS Director

The Educational Talent Search Trio Program, which provides academic outreach counseling services, had another successful year in helping students to reach their fullest academic potential for post-secondary education for the 2020/2021 program year.

The current 2021/2022 program year has enrolled and served 1,059 students, which is over our enrollment quota of 1,021 for this current program year. All target area partnering schools are doing in-person learning and are still allowing the ETS Counselors to conduct college readiness group sessions with ETS students at all grade levels 6-12.

ETS Trio Program Day with action pact agency STARS – March 9, 2022 – Ware County High School – ETS Director, Carolyn Blackshear, and counselors Patti White and Mordena Richardson had a delightful, informative, and collaborative day with the agency's 2022 Class of STARS. It was truly exciting to see that many STARS aspiring to become future leaders within the agency. The group was welcomed to the Ware County High School by the principal, Dr. Buford Tyrone Kellogg, who was a former Upward Bound/SSS Trio student from Georgia Southwestern University and Paine College. Dr. Kellogg gave an inspiring testimony about his experience as a Trio student and attributes his success to Trio! (See entire ETS program report in the Board Packet.)

Weatherization – Jeff Miller, Weatherization Director

- The 2022 State Plan has been submitted for review to the Department of Energy (DOE).
- Technical monitoring visit was conducted by Community Housing Partner (CHP) and Georgia Environmental Finance Authority (GEFA).
- Weatherization is continuing to streamline operations to be able to function under the current funding to allow for maximum amounts of program funds to assist clients.

(See entire Weatherization program report in the Board Packet.)

J. Grants/Awards – Bryan Singleton, Executive Director

Bryan Singleton, Executive Director, read and briefly explained the Grants/Awards listings provided in the Executive Board meeting packets. The grants total for the March 21, 2022 meeting was \$1,458,652.00. (See Grants/Awards listings in the board packet.)

Leonard Burse, Jr., Executive Board Chairman, entertained for a motion to approve the Grants/Awards. Synita Mathis made a motion. Walter Gibson seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried to approve the Grants/Awards.

K. Executive Directors Report – Bryan Singleton

Bryan Singleton, Executive Director, reported he was hopeful that, as a community and as a nation, we are starting to turn the corner on COVID-19. He is very grateful to all of the action pact staff for maintaining safe and healthy environments for our clients.

Mr. Singleton welcomed Mr. Huey Spearman to the agency as the Attorney of Record. Mr. Spearman comes with a wealth of experience, has worked with the same clientele through Georgia Legal Services, and has a sincere appreciation for the work that action pact does. Mr. Spearman is currently reviewing the agency By-Laws and Employee Handbook for any recommended updates.

Mr. Singleton recognized recent “Hometown Heroes” as chosen by Step Up Ware. Two action pact staff members and three Executive Board members were honored during Black History month as “Hometown Heroes” for Ware County. Ms. Angela Carr and Mr. Hollard Phillips were the two staff members, and Mr. Leonard Burse, Jr., Mayor Michael-Angelo James, and Mr. Clarence Washington are the three Executive Board members.

Bryan Singleton reported when the wonderful news that the agency’s PPP Loan had been completely forgiven, he was elated, but still somewhat skeptical. Therefore, he called and emailed the lender, Fountainhead, just to make sure this was correct. The lender verified the forgiveness through a letter from them and a letter from the Small Business Administration. About a month ago, he reached out to the SBA with concerns about the forgiveness amount considering that action pact had only used about 6% of the original disbursement. Mr. Singleton is now working with the lender, Fountainhead, to determine the proper way to complete the process of returning the funds. All is not forgiven, so Bryan is working it out to see what can be re-couped from different programs.

On Monday, March 15th, the agency rolled out the Employee Referral Program. This program pays rewards at set intervals to new employees and the staff who referred them to action pact.

- At 90 days, both the new employee and the referring employee receive \$200.
- At 180 days, both the new employee and the referring employee receive \$300.
- At 1 year, both the new employee and the referring employee receive \$500. The goal is longevity!

Action pact will also be hosting onsite hiring events, at the following locations:

Tuesday, March 15th
10:00 am – 1:00 pm
Waycross Admin Bldg.

Friday, March 18th
10:00 am -- 1:00 pm
Bacon Co. Northside Head Start

Tuesday, March 22nd
10:00 am – 1:00 pm
Candler Co. Head Start

Thursday, March 24th
2:00 pm – 4:00 pm
Jeff Davis Co. Senior Center

Other action pact updates and events:

- **Wayne County Senior Center** – Mr. Singleton stated he signed off on the floor plan on the 8th, so the next step for the county is to secure the land and advertise for a contractor.
- **Coffee County Head Start** – The City of Douglas is writing a CDBG grant for an expansion of the current center. The expansion will add three new classrooms and a commercial kitchen. The County is contributing \$100,000 and the Coffee County School District is contributing an additional \$150,000 to the project.
- **Toombs County Senior Center** – After the incredibly generous donation of money and time from the Citizens of Georgia Power, the renovation of the Toombs County Senior Center is now complete. There is a ribbon cutting scheduled for Wednesday, May 25th, 2022 at 4:00 pm.
- **2nd Annual Rubber Duck Race** – Action pact will be holding the 2nd Annual Rubber Duck Race on Friday, May 13th at the “Splash in the ‘Boro” waterpark in Statesboro, Georgia.

Lastly, Mr. Singleton asked for everyone to continue in their prayers for the family and friends of Jack Parker. Jack left an indelible mark on the action pact agency, as most of the accomplishments that were seen over the last several years would not have been possible without his wisdom, guidance, and passion. He was truly one of the kindest, most generous individuals Bryan has ever known, and with his passing the agency has lost part of its family. A memorial service will be held in April in Cincinnati. (See the Executive Director’s report in the board packet.)

Leonard Burse, Jr., Executive Board Chairman, entertained for a motion to approve the Executive Director’s report. William George made a motion. Tina Smith seconded the motion. Mr. Burse called for discussion. Hearing none, he called for a vote. All in favor said aye, and the motion was carried to approve the Executive Director’s report.

VII. Adjournment

Leonard Burse, Jr., Executive Board Chairman, declared the adjournment of the March 21, 2022 Executive Board meeting at 11:45 am. Everyone was invited to stay and eat the prepared luncheon.

A handwritten signature in blue ink that reads "Gloria Paulk". The signature is written in a cursive style with a horizontal line underneath it.

Gloria Paulk, Corporate Secretary

A handwritten signature in blue ink that reads "Jo Anne Brooks". The signature is written in a cursive style with a horizontal line underneath it.

Jo Anne Brooks, Executive Assistant