



Crime Victim Assistance Center
Eastland County Crisis Center, Inc.



Children's Advocacy Center
Justice, Hope, and Healing

EASTLAND COUNTY CRISIS CENTER, INC.

BOARD OF DIRECTORS Regular Board Meeting Agenda for:

Wednesday, September 27, 2023- 12:00 pm – Eastland County Crisis Center Offices

1. **Call to Order** **Buck Williams**
2. **Presentation of September 2023 Internal Audit Findings** **Buck Williams**
3. **Presentation: ECCC Activities Report – June, July, August** **ECCC Staff**
Overview of activities and service numbers
4. ***Discussion and Action on Regular Board Minutes from May 31, 2023** **Buck Williams**
5. ***Discussion and Action on Regular Board Minutes from Electronic Board Meeting June 19-20, 2023** **Buck Williams**
6. **Presentation - Regular Monthly Reports- August**
 - a. **Fundraising Committee Report-** **Susana Jackson/Genesa Camacho**
 - i. *Results from Boots and Bags Bingo*
 - b. **Finance Committee Report-** **Derrick Saucedo/Susan Locke**
 - i. *Status of Monthly Financial Reporting*
 - ii. *Status of FY23 Grants Ending*
 - c. **Executive Director Report-** **Genesa Camacho**
 - i. *FY24 Grant Application Updates*
 - ii. *Personnel Updates- Program Director & Community Outreach Manager*
7. **Discussion and Action on Monthly Financial Reports** **Derrick Saucedo**
Approval of revised and new financials for September 2022-May 2023
8. ***Discussion and Action on HIPAA Policy Manuals for FY24 Grant Year** **Buck Williams**
 - a. **HIPAA Privacy Manual**
 - b. **HIPAA Security Manual**
9. ***Discussion and Action on Policy and Procedures Revisions for FY24** **Genesa Camacho**
 - a. **Adoption of Disability Inclusion and Accommodations Policy**
Expansion of current Anti-Discrimination Policy and addition of a policy and process for requesting accommodations relating to a disability
 - b. **Addition of the Open Meetings Act into Policy-**
Inclusion of OMA practices as it relates to Board meetings, training, and procedures
 - c. **Revision of Internal Grievance Procedure to**
 - i. *Include Written Warning in Disciplinary Procedure*
 - ii. *Add options for grievance reports to be restricted, unrestricted, or anonymous*
 - iii. *Clarify roles within and investigative process for Formal Grievance Reports*
 - iv. *Explicitly prohibit retaliation for filing a Grievance Report*
 - d. **Adoption of Board Appeal Procedure**
As an alternative to Grievance Procedure when or if employees have complaints or are requesting an exception to a Board directive or ruling, or the Policies and Procedures
10. ***Discussion and Action on Board Development and Training Day** **Buck Williams**
11. **Upcoming Events:** **Genesa Camacho**

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Board meeting Agenda (Cont.)

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- a. Next Board Meeting: October 11, 2023
Term, Officer, and Committee Elections
- b. Domestic Violence Awareness Month- October

12. Adjourn Meeting

Buck Williams

The Board may vote and/or act upon any of the items listed in this Agenda. The Board reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.