

AGENDA
Board of Directors
January 18, 2017
Dinner – 5:45 p.m. Call to Order – 6:00 p.m.
Culpeper, Lebanon, Woodstock, and Manassas Office
Via teleconference (1-800-504-8071 pass code 6289188)

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|---|---------------------|
| 1. Call to Order | Chris Shortridge |
| 2. Seating of New Board Member
*Nickole Williams – Head Start Parent Representative
*Wanda Williams – Sweetbriar Resident | Chris Shortridge |
| 3. Resignation of Board Members
*Pamela Phillips | Chris Shortridge |
| 4. Roll Call/Determination of Quorum | Alice Meade |
| 5. Public Input/Approval of Agenda | Chris Shortridge |
| 6. People Incorporated Mission Statement | Chris Shortridge |
| 7. Community Action Promise | Rob Goldsmith |
| 8. Client Presentation
*Workforce Development | Darrell Blankenship |
| 9. Information Agenda | Rob Goldsmith |
| a. People Incorporated Housing Group Minutes | |
| b. People Incorporated Financial Services Minutes | |
| c. New Markets Tax Credits Advisory Board Minutes | |
| d. Northern Piedmont Regional Board Minutes | |
| e. Northern Shenandoah Regional Board Minutes | |
| f. Southwest Virginia Regional Board Minutes | |
| g. Client Sector Board Minutes | |
| h. Project Discovery Advisory Board Minutes | |
| i. Head Start Policy Council Minutes | |
| j. Cumberland Plateau Continuum of Care (COC) Local Planning Group Minutes | |
| k. CHIP Advisory Team Minutes | |
| l. CHIP Parent Advisory Team Minutes | |
| m. Programs Update | |
| n. Staff Update | |
| o. Media Update | |
| p. Board Vacancies | |
| q. Organizational Standards | |

People Incorporated of Virginia

Headquarters 1173 West Main Street, Abingdon, VA 24210 **Phone:** 276.623.9000 or 276.466.6527 **Fax:** 276.628.2931 **Email:** info@peopleinc.net

Bristol Office 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 **Phone:** 276.466.5587 **Fax:** 276.466.0728 **Email:** bristol@peopleinc.net

Grundy Office 20694 Riverside Drive, Grundy, VA 24614 **Phone:** 276.935.4747 **Fax:** 276.935.4368 **Email:** buchanan@peopleinc.net

Lebanon Office 122 Price Street, Lebanon, VA 24266 **Phone:** 276.889.0999 **Fax:** 276.889.0117 **Email:** russell@peopleinc.net

Manassas Office 9324 West Street, Manassas, VA 20110 **Phone:** 571.445.3020 **Fax:** 571.445.3030 **Email:** pwc@peopleinc.net

Woodstock Office 135 South Main Street, Woodstock, VA 22664 **Phone:** 540.459.9096 **Fax:** 540.459.8732 **Email:** woodstock@peopleinc.net



10. Consent Agenda
- a). People Incorporated Minutes – November 16, 2016 Alice Meade
 - b). Finance Committee Report John Ayers
 - i). Budget Summary Comparison
 - ii). Statement of Revenues/Expenditures
 - iii). Balance Sheet
 - iv). Establishment of Reserve Bank Account
 - c). Personnel Committee Report Tony Carter
 - i). Proposed Changes to the Personnel Policies
 - ii). Excellence Areas Report
 - d). Evaluation Committee Report Ronald King
 - i). Community Services Block Grant (CSBG) Quarterly Report
 - ii). Performance Reports
 - iii). Management Information Systems - update
 - iv). Dollar Energy Participation – update
 - v). Dickenson County Child Daycare – update
 - vi). Excellence Areas Report
 - e). Planning Committee Report Jan Selbo
 - i). Foothills Housing Veterans Services Grant - update
 - ii). Veterans Services- update
 - iii). Bank Loans – update
 - iv). Healthy Families Program - Update
 - v). Luray Community Development Block Grant (CDBG) - update
 - vi). Senior Community Service Employment - update
 - vii). Job Corps
 - f). Communications/Public Relations/Awards Committee Betty Dean
 - g). Woodstock Office Update Rob Goldsmith
11. Request to Increase our SBA Loan Application from \$750,000 to \$800,000 Rob Goldsmith
12. Housing Projects Update Rob Goldsmith
 - i). Shenandoah Gardens
 - ii). Brunswick Manor
13. Executive Committee Report Chris Shortridge
 - *President and CEO's Evaluation
 - *President and CEO's Salary
 - *Excellence Areas Report
14. Excellence Areas – update Rob Goldsmith
 - *Personnel-Employee engagement, participation and well-being
 - *Evaluation-Integrated client and program service delivery
 - *Executive Committee - Documentation of policies and processes
15. Non-Profit Sustainability Challenge Rob Goldsmith
16. Transition to Managing to Outcomes Rob Goldsmith
17. Other Business Chris Shortridge

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| 18. Public Input/Board Members' Comments | Board Members |
| 19. Retreat Plans (March 17-March 19, 2017) | Rob Goldsmith |
| 20. Next Board Meeting
*March 19, 2017
(Blacksburg, VA and via teleconference) | Chris Shortridge |
| 21. Adjournment | Chris Shortridge |

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