

## BOARD OF DIRECTORS MEETING AGENDA

The Agenda Items of the Board of Directors are in Open Session in accordance with the ECI By Laws. Items to be discussed are listed on this Agenda and all listed attachments are part and parcel with this Agenda. Items do not have to be taken in the same order as shown on the meeting notice. The ECI Board may take action on any item on this Agenda. Meeting notice is hereby called in accordance with ECI By Laws

Meeting Date: <b>APRIL 10, 2021 at 10:00 a.m. (EASTERN)</b>	Notice Date: <b>FEBRUARY 17, 2021</b>
Meeting Type: <b>ZOOM</b>	Location: <b>REMOTE</b>
Call Information:	Called By: <b>R. ANDERSON</b>
Attendees: <b>BOARD OF DIRECTORS</b> <b>MELISSA MCKINNEY, ASSOCIATE ED</b>	Notes: <b>LB</b>

### DETAILED ITEMS FOR DISCUSSION

<u>Item No.</u>	<u>Topic</u>	<u>Presenter</u>	<u>Time</u>
<b>Item 1:</b>	<b>ROLL CALL</b>	RWA	7:00a
<b>Item 2:</b>	<b>MEETING MINUTE APPROVAL</b>	RWA	7:05 – 7:15a
	<ul style="list-style-type: none"> <li>i. Submittal of Minutes (<i>Appendix A</i>) Action Item: Staff Recommendation for Approval</li> <li>ii. Recordation in Minutes</li> <li>iii. Board Resolution Tracker (<i>Appendix B</i>) Action Item: -</li> </ul>		
<b>Item 3:</b>	<b>FINAL 2020 YE &amp; 1ST QUARTER YTD FINANCIALS</b>	RWA/LB	7:15 – 7:45a
	<ul style="list-style-type: none"> <li>i. General Discussion (<i>Appendix C &amp; D</i>) Action Item: -</li> </ul>		

**MEETING ITEMS**

<u>Item No.</u>	<u>Topic</u>	<u>Presenter</u>	<u>Time</u>
<b>Item 4:</b>	<b>PERFORMANCE ANALYTIC REPORTING</b> i. General Discussion of Reports - <i>(Appendix E)</i> <i>Action Item: None – Request Board for any Additional Reports</i>	MM/LB	7:45 – 8:00a
<b>Item 5:</b>	<b>SACRAMENTO OFFICE AND OPERATIONS</b> i. General Discussion ii. Discussion of Future Virginia Based Office <i>Action Item: None</i>	MM	8:00 – 8:15a
<b>Item 6:</b>	<b>GRANT WRITING</b> i. General Discussion – Staff Report <i>(Appendix F)</i> <i>Action Item: None</i>	RWA	8:15 – 8:25a
<b>Break to 8:35 a.m.</b>			
<b>Item 7:</b>	<b>2021 BUDGET</b> i. General Discussion – Staff Report <i>(Appendix G)</i> <i>Action Item: Staff Recommendation for Approval</i>	RWA/MM	8:35 – 9:30a
<b>Item 8:</b>	<b>STRATEGIC RELATIONS</b> i. General Discussion <i>Action Item: -</i>	RWA	9:30 – 9:45a
<b>Item 9:</b>	<b>TECHNICAL CONTENT STATUS</b> i. General Discussion – Staff Report <i>(Appendix H)</i> <i>Action Item: -</i>	RWA	9:45 – 10:00a
<b>Item 10:</b>	<b>GOVERNANCE</b> ii. General Discussion <i>(Appendix I)</i> <i>Action Item: -</i>	RWA	10:00 – 10:15a

**Break to 10:30 a.m.**

<b>Item 11:</b>	<b>INTERNATIONAL STATUS</b> i. General Discussion ii. Translation Status <i>Action Item: -</i>	RWA	10:30 – 11:00a
<b>Item 12:</b>	<b>ANSI STATUS</b> i. General Discussion ii. Future Application <i>Action Item: -</i>	MM/RWA	11:00 – 11:15a
<b>Item 13:</b>	<b>NEW BUSINESS AND QUESTIONS</b> i. Required Training for Certifications <i>Action Item: Staff Recommendation: Approval of Required Training</i>  ii. BOD Performance Review of ED <i>Action Item: Staff Recommendation: Appoint Board Director to Lead Review</i>  iii. SBA Loan <i>Action Item: Staff Recommendation: Approval</i>	MM/RWA	11:15 – 11:45a
<b>Item 14:</b>	<b>SCHEDULE FOR NEXT BOD</b> i. In Person Meeting – November 13, 2021	RWA	11:45 – 11:55a
<b>Item 15:</b>	<b>MEETING DISMISSAL</b>	RWA	12:00n

Attachments:

- Attachment A: BOD Meeting Minutes
- Attachment B: Board Resolution Tracker thru December 2018
- Attachment C: 2020 Financial YE Financial Reports (YTD – Staff Report)
- Attachment D: 2021 Q1 YTD
- Attachment E: Performance Analytic Reporting
- Attachment F: Grant Writing
- Attachment G: 2021 Budget
- Attachment H: Technical Content Status
- Attachment I: Governance