

**METROPOLITAN ACTION COMMISSION  
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING  
MEETING MINUTES  
1281 Murfreesboro Pike, Nashville, TN 37217  
September 4, 2025 / 12:00 noon – 1:00 pm**

*Attachment 2*

***The Metropolitan Action Commission embodies a spirit of hope, helps children and youth develop their potential, equips adults and families to achieve their goals, improves social and economic mobility, and advances well-being for people and communities.***

Present: Erika Burnett, Topania Byars, Michael Cousin, Kanika Covert, Lori Flemming, Shilan Haji, Brittany Irby, Joseph Mitchell, Parv Santhosh-Kumar, and Justin Singleton

Absent: Leslie Buggs, Jeff Gregg, Renee Pratt, Diana Reado, Jeffrey Sheehan, Veronica Uribe, and Terry Vo

Staff/Others: Lisa McCrady Beverly, Ashley Cathey, Marvin Cox, Oluwadamilola Dairo, Benita Davis, Tanya Evrenson, Cayla McGrath, Rickie McQueen, Ann Parkinson, Derrick Smith.

Erika Burnett, Board Chair, called the meeting to order at 12:32 p.m. once quorum was met.

No public remarks were offered.

**ITEMS REQUIRING BOARD ACTION**

Mr. Dairo stated that this special-called meeting is convened to request board approval for the submission of the Head Start grant application for One-Time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families, \$717,238.00. The application was submitted on Friday, August 22, 2025. On August 27, 2025, Head Start gave notification that board approval for the grant submission is required no later than September 5, 2025, for the grant application to continue through the review process. Ms. Byars, who serves as Policy Council Chair, stated on August 27, 2025, the Policy Council met to approve the grant application; however, they were informed the grant was for \$566,243.00, which was an error. The Policy Council will now reconvene to approve the grant application for the correct amount.

**Motion:** Approve the Head Start grant application for One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families for \$717,238.00, contingent on the Policy Council reconvening to approve the application with the updated budget amount.

**Made by:** Kanika Covert **Second:** Joseph Mitchell

**Passed unanimously.**

**OTHER BUSINESS - none**

Meeting adjourned. Minutes submitted by:

Joseph Mitchell, Board Secretary