

**METROPOLITAN ACTION COMMISSION
BOARD OF COMMISSIONERS MEETING MINUTES
1281 Murfreesboro Pike, Nashville, TN 37217
March 19, 2026 / 12:00 noon – 1:00 pm**

Attachment 1

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: Leslie Buggs, Erika Burnett, Topania Byars, Michael Cousin, Kanika Covert, Lori Flemming, Megan Godbey, Shilan Haji, Joseph Mitchell, Diana Read, Parv Santhosh-Kumar, Jeffrey Sheehan, Justin Singleton, and Terry Vo.

Absent: Jeff Gregg, Brittany Irby, and Renee Pratt

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

Ms. Burnett, Board Chair, called the meeting to order at 12:00 p.m.

No public remarks were offered.

Motion: Approve January 22, 2026, meeting minutes to include correcting the spelling of Jeffrey Sheehan's name.

Made by: Kanika Covert **Second:** Topania Byars **Pass unanimously**

Chair Burnett convened the following committees with committee reports to the board no later than June 30, 2026.

Bylaws Committee: Brittany Irby (Chair), Michael Cousin, Shilan Haji, Jeffrey Sheehan

Nominating Committee: Lori Flemming (Chair), Topania Byars, Jeff Gregg, Renee Pratt, Terry Vo

EXECUTIVE DIRECTOR REPORT *as provided by Jamekia Bies, Executive Director*

Director Bies offered a First Quarter Organizational Impact Report highlighting leadership development, team skill development, and operational review and funding information of programs.

Due to the receipt of emergency funding because of Winter Storm Fern, the agency is collaborating with the General Sessions Eviction Court in effort to keep individuals and families housed who had a loss of income due to Winter Storm Fern.

FY27 budget is due to Metro Finance by the end of March

FINANCIAL REPORT – *certified by Diana Reado, Treasurer, reported by Ann Parkinson, CFO*

The December 2025 financial report reflects either positive or zero fund balances except for LIHEAP, which was billed incorrectly due to the conversion to Oracle, temporarily covered by MAC Admin, and reflected accordingly in the January 2026 report. It is noted that Metro is currently operating two financial systems as R12 transitions to Oracle. Head Start/Early Head Start in-kind is at 99. Credit card statements were reviewed reflecting several purchases for the Adult Education Graduation Ceremony and Celebration. The Child and Adult Care Food Program (CACFP) invoice and meal counts reflecting 15 days were reviewed.

Motion: Approve December 2025 finance report.

Made by: Leslie Buggs **Second:** Terry Vo **Passed unanimously.**

ITEMS REQUIRING BOARD ACTION

Motion: Approve the Head Start Self-Assessment Improvement Plan 2025-2026.

Made by: Parv Santhosh-Kumar **Second:** Megan Godbey **Passed unanimously.**

Motion: Acknowledge receipt of Ethics/Conflict of Interest form for board signatures.

Made by: Jeffrey Sheehan **Second:** Terry Vo **Passed unanimously.**

Grants, Contracts, Memoranda of Understanding (MOUs) - none

Motion: Approve the following grant applications to be submitted by the Workforce and Youth Development Division –

- Advancing Workforce Mobility Grant from Education Design Lab, 3/30/26 – 10/18/27 \$400,000.00
- Nashville Predators Foundation Grant for Youth with a 5/2026 – 2/2027, \$10,000.00

Made by: Megan Godbey **Second:** Terry Vo **Passed unanimously.**

PROGRAM REPORTS

Communications and Engagement – Mrs. Beverly provided the Internal and External Communication Practices report. Ms. Beverly informed board members that MAC Day is Saturday, May 16, 10am – 2pm at the Frederick Douglass Head Start Center and is open to everyone!

Community Outreach – Report attached.

Family & Community Services – Report attached.

HOPE – No report. Grant reporting period ends 1/31/26.

Early Education & Youth – Report attached.

Policy Council – Report attached.

Workforce Development – The portal has opened for young people ages 14 – 18 years to apply for either the Experience Work or Employment Opportunities programs. Report attached.

Administrative Services and Operations – Report attached

OTHER BUSINESS – The Communications Division and the Transformation & Innovation Division will each be presenting a session at the Tennessee Association of Community Action Annual Conference to be held in Knoxville, Tennessee, May 12 – 14, 2026. Seven team members are scheduled to attend the conference

EXECUTIVE DIRECTOR EVALUATION AD HOC COMMITTEE REPORT

Executive Director Evaluation Ad Hoc Committee Chair, Kanika Covert, informed the board to check their inboxes to ensure that they had each received the Spring 2026 ED Evaluation Survey and that all responses were due on Friday, April 10. Ms. Covert informed that the committee has continued to meet monthly throughout the ED's transition into the agency and expressed hopes for strengthening communication and collaboration between the ED and the board.

Board Chair, Erika Burnett, requested that board members take time to review the agency's current strategic plan, ED Performance Evaluation Framework, bylaws, and current committee assignments, in hopes of these documents being resources to strengthen informed participation in the ED Evaluation and upcoming strategic planning process. Ms. Burnett encouraged committee chairs to re-engage with their committees. Ms. Burnett shared that she meets monthly with Director Bies for alignment on board meeting agendas and hopes to strengthen mutual collaboration and communication.

Director Bies joined the session to express insights of her experience during her transition into the agency and shared concern of support from the board. Director Bies encouraged board members to converse with the agency's executive leadership team to learn about their experience of transitioning into the agency.

Meeting adjourned.

Minutes submitted by:

Joseph Mitchell, Board Secretary