



**Ohio Community Action
Training Organization**

Growing organizations one result at a time

**Ohio Community Action Training Organization
Board of Trustees Meeting
January 20, 2017
Sheraton on Capitol Square
Columbus, Ohio 43215**

Members Present: Tom Reed, President; David Brightbill, First Vice-President; Ruthann House, Treasurer; Joshua Anderson; Andrew J. Devany; Deb Gerken; David Shea; Judith Barris; Douglas Bennett; Ken Kempton; Gary Obloy; Gary Ricer; Steve Sturgill; Kellie Ailes; Alvin Norris; Bambi Baughn; Jeffrey Diver; Rodney Reasonover; Robert Chilton.

Members Excused: Gwen Robinson Second-Vice President; Janice Warner, Secretary; Anita Maldonado; Malcolm Costa.

Staff Present: Philip E. Cole, Executive Director; Josh Summer, Development Director; Greg Bollenbacher, Fiscal Director; Kathryn A. Clausen, Communications Director; Lorie McClain, Program Manager; Neva Dunn, Office Manager, Jeannette M. Jarrett; Operations and Support Assistant.

Guests Present: Paul Kudlak, The Junto Company; Jim Mermis, The Junto Company; Larry Price, L. Price and Associates; Randall Hunt, Ohio Developmental Services Agency; Tracey Ballas, Ohio Developmental Services Agency.

Mr. Reed called the meeting to order at 10:03 a.m. He asked for a moment of reflection.

Ms. Dunn called the roll; a quorum was established.

Mr. Anderson motioned to approve the agenda. Mr. Shea seconded. The motion passed.

Mr. Brightbill motioned to approve the November minutes. Mr. Ricer seconded. The motion passed.

Finance Report: Ruthann House

Ms. House presented the proposed budget and financial reports to the board, which were reviewed by the Finance Committee in detail via conference call earlier in the week. Ms. House stated the budget remained similar to 2016 and that the financials are strong.

Ms. House stated a motion was made out of committee to approve the 2016 budget. Mr. Devany seconded. The motion passed.

Ms. House stated a motion was made out of committee to approve the financial report. Mr. Norris seconded. The motion passed.



Development Services Agency Report: Randall Hunt

Mr. Hunt reported the HEAP winter crisis application and expenditures to the board and stated the citizenship issue had been a factor which slightly delayed processing applications. He further stated winter crisis continues to trend down, in part due to PIPP+, the weather, and the economy. To date, \$12 million has been expended compared to \$15 million last season. Mr. Hunt sought assurance that each agency had received their USF rate case payment. He stated the process is now set up in OCEAN and distribution will take place at the beginning of each calendar year going forward.

Mr. Hunt continued his report stating all agency visits were completed in 2016. The department received good feedback and got to know the agencies and their accomplishments. He and his staff were appreciative of the cooperation received during the process. Mr. Hunt also addressed concerns obtaining appointments at some of the agencies. He stated DSA provided recommendations to agencies which included drop-off reverification applications to help free up appointments for emergencies.

Mr. Hunt stated DSA is developing an IU for the \$310,000 DOE carry-over funds which must be spent by June 30th this year. Additional funds may be accessible for agencies who have reached a threshold and are able to expend the funds. Additional admin funds will not be made available. More information will be released as it is available. To date, nine or ten agencies meet the criteria to receive the additional funding.

Mr. Hunt continued by stating HWAP grant guidance from OCS was received which suggested the state hold a public hearing prior to drafting the PY18 plan. A hearing will be held at the conclusion of the Winter Legislative Conference next week. Further CFR clarification was also received regarding an “effective program;” effective programs are not subjected to rebid. The risk assessment tool has been revised and made more objective and similar to the RFP metrics to determine an “effective provider.” The tool has been approved internally and has been sent to the network for comment. Mr. Hunt stated the tool would use the most recent audit to evaluate programs.

Mr. Hunt stated he and Ms. Ballas attended the Community Action Partnership conference held in Long Beach, California earlier in January. At the conference, it was announced that ROMA Next Generation had been cleared by the Office of Budget and Management. He further stated Ms. Meadows would be working with Mr. Summer to formulate OCEAN and streamline the data collection process. Mr. Hunt also reported on the August 2014 federal monitor report, which was received in August 2016. The report was overall good with a positive note about Super Saturdays completed by some agencies. Mr. Hunt stated there was one finding in CSBG due to an agency not having proper board composition for over one year. DSA was cited for not taking strong enough action.

Mr. Cole urged all agencies to attend the HEAP meeting scheduled after the conference. Mr. Hunt confirmed that the movement of HEAP to JFS is no longer being considered, to his knowledge. Ms. Ballas stated the meeting would discuss a workgroup to be compiled to help streamline HEAP applications in OCEAN. Ms. House suggested that staff who work with OCEAN daily be included because they are more familiar with the process.



Program Reports: Lorie McClain and Josh Summer

Ms. McClain reported to the board year-end figures for 2016 trainings. She further discussed the trainings slated for 2017 and reported that, to date, 257 were registered to attend the upcoming conference.

Mr. Summer reported that due to Ohio's cycle, the new version of the IS annual reports will not be submitted until 2019 from 2018 data. This year will be used to prepare 2018 data collection. Mr. Summer stated he does not anticipate much change at the national level for ROMA Certification Standards though new a ROMA Implementers certification is currently being developed. ROMA Implementers can be certified as in-house experts but will not train others. More information may be made available in April during the National ROMA Conference. Mr. Summer will share information as it is received. Mr. Summer also stated he applied to be on the National Data Task Force. The NASCAF Committee will make the selections.

Mr. Summer reported the current TANF program is nearing the half-way point and he received TANF reports from all but ten agencies. The TANF funds must be expended by June 30th, 2017. He also reported that he and Mr. Cole met with John Glenn College of Public Affairs to develop a leadership training pilot with twenty agency participants. Seasoned and new participants will be considered for the four, day-long, quarterly seminars which will take place across the state with conference calls between meetings. Mr. Summer requested the board create a sub-committee for this project within the Membership or Training and Development Committee. Mr. Reasonover expressed willingness to be involved in the process. The board agreed and charged the leadership training program to the Training & Development Committee.

President's Report: Tom Reed

No report

Executive Director's Report: Philip E. Cole

Mr. Cole reported to the board the HEAP funds transfer was passed during the lame duck session though was vetoed by the Governor due to other issues attached to the bill. Mr. Devany stated OPAAE is in support of the transfer and both believe there is no opposition to this specific issue and supported moving forward with another attempt at approval. Mr. Cole also stated several executive directors in the network had been invited to speak at the Winter Legislative Conference to introduce themselves and discuss changes at their agencies.

Old Business:

None

New Business:

None.

Open Dialogue:

None.



Adjourn:

Mr. Sturgill motioned to adjourn the meeting at 10:48 a.m. Ms. House seconded. Meeting adjourned.

End:

Respectfully submitted,

Janice W. Warner, Secretary

Date