



Ohio Association of  
Community Action Agencies

**Ohio Community Action Training Organization  
Board of Trustees Meeting  
February 19, 2016  
Renaissance Columbus  
50 N. Third St.  
Columbus, Ohio 43215**

**Members Present:** Tom Reed, President; Gwen Robinson, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Joshua Anderson; Andrew J. Devany; Judith Barris; Douglas Bennett; Ken Kempton; Gary Ricer; Steve Sturgill; Anita Maldonado; Kellie Ailes; Alvin Norris; Bambi Baughn; Jeffrey Diver; Rodney Reasonover; Robert Chilton.

**Members Excused:** David Brightbill, First Vice President; Deb Gerken; David Shea; Gary Obloy; Malcolm Costa.

**Staff Present:** Philip E. Cole, Executive Director; Josh Summer, Development Director; Kathryn Clausen, Communications Director; Greg Bollenbacher, Fiscal Director; Lorie McClain, Program Manager; Neva Dunn, Office Manager

**Guests Present:** Paul Kudlak, The Junto Company; Jim Mermis, The Junto Company; Vince Squillace, The Junto Company; Karen Fabiano, Ohio Development Services Agency; Tracey Ballas, Ohio Development Services Agency; Larry Price, LPrice & Associates; David Rinebolt, Ohio Partners for Affordable Energy.

Mr. Reed called the meeting to order at 10:04 a.m. Mr. Reed asked for a moment of reflection.

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

Mr. Devany motioned to approve the agenda. Mr. Sturgill seconded. The motion passed.

Mr. Ricer motioned to approve the January 2016 minutes. Mr. Devany seconded. The motion passed.

**Finance Report: Ruthann House**

Ms. House reviewed the dues report and financial report with the board and stated no concerns. Ms. House motioned to approve the financial report and place on file for audit. Mr. Diver seconded. The motion passed.

**Development Services Agency Report: Karen Fabiano and Tracey Ballas**

Ms. Fabiano stated that HEAP applications are being reviewed and the staff is working to finalize benefits for customers. Temp staff will be reduced in mid-March as the program winds down. Benefits were down to approximately \$93,000 this year from \$103,000 last year. The team is working to analyze why the numbers have been reduced though believe the PIPP-Plus program has been effective in reducing emergency disconnections. DSA is gearing up for the summer crisis program. Mr. Diver asked if the winter program comes in under budget if the additional



funds will be applied to the summer program. Ms. Fabiano stated that DSA will review the budget and will reach out to the agencies for feedback.

Ms. Fabiano also announced that Lima-Allen CCA has been officially designated for Mercer and Auglaize Counties; CAO of Delaware, Madison, and Union Counties is also nearing completion of the endorsements for Champaign, Logan, and Shelby Counties. Mr. Cole thanked Ms. Fabiano for her work on the CLS certification process.

Ms. Fabiano discussed the HWAP announcements made last Friday. She asked that agencies impacted by the announcement engage in individual conversations with DSA. The changes will be incorporated into the new state plan which is due in late-June and will become effective July 1, 2016.

Ms. Ballas thanked the agencies for their participation in small group discussions at the conference and said the feedback received in the small group included input on training, IVR, monitoring and auditing, education/training materials. Ms. Ballas is continuing to work toward changes based on the feedback received, which will include additional OCEAN training, a training calendar, regional and online trainings to accommodate different learning styles and travel needs. The plan will be compiled and is slated to be presented to the network in March. She also thanked the OACAA staff for a great conference.

Ms. Ballas stated that she and Mr. Hunt recently visited CAC of Fayette County and commended the agency for their work in the community. They also visited Highland County CAO and participated in the rural impact meeting. Ms. Ballas reiterated DSA's commitment to visit every agency before the end of the year.

#### **Training and Development: Lorie McClain and Josh Summer**

Ms. McClain reviewed the report with the board including trainings and conferences planned for 2016.

Mr. Summer stated the Association is closing out last year's grant and planning for the 2016 grant year. He also stated the training calendar is filling up quickly and to advise the staff if there are additional training needs for agencies.

Mr. Summer provided an update on the State of Poverty Report. Community Research Partners is compiling the research for the report and are working on final numbers. He also stated that all of the coats are currently being distributed by agencies. Mr. Summer also discussed the TANF funds. The staff has reviewed all 44 proposals that were received and are currently awaiting ODJFS to complete the purchase order requested. The Association has not been provided a timeline. Additional information will be provided as it becomes available.

#### **President's Report: Tom Reed**

Mr. Reed thanked the staff for their hard work at the Winter Legislative Conference.



**Executive Director's Report: Philip E. Cole**

Mr. Cole stated the new CSBG grant agreement was received from Ms. Fabiano with a correction to Exhibit 2 stating that any additional special conditions will be agreed to and signed by both parties. Ms. Fabiano stated that she is in conversation with the legal department regarding contracts that have already been signed with the incorrect Exhibit 2 language. She will be in contact with the agencies when the issue is resolved.

**Old Business**

None.

**New Business**

None.

**Open Dialogue**

None.

**Adjourn**

Mr. Sturgill motioned to adjourn the meeting at 10:27 a.m. Mr. Diver seconded. The motion passed and the meeting was adjourned.

**End:**

Respectfully submitted,

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Janice W. Warner, Secretary

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Date