



**Ohio Association of
Community Action Agencies**

**Ohio Community Action Training Organization
Board of Trustees Meeting
April 15, 2016
Renaissance Columbus
50 N. Third St.
Columbus, Ohio 43215**

Members Present: Tom Reed, President; David Brightbill, First Vice President; Gwen Robinson, Second Vice President; Janice Warner, Secretary; Joshua Anderson; Andrew J. Devany; Deb Gerken; David Shea; Judith Barris; Ken Kempton; Gary Obloy; Gary Ricer; Anita Maldonado; Kellie Ailes; Bambi Baughn; Rodney Reasonover; Malcolm Costa.

Members Excused: Ruthann House, Treasurer; Douglas Bennett; Steve Sturgill; Alvin Norris; Jeffrey Diver; Robert Chilton.

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: Randall Hunt, Office of Community Assistance; Megan Meadows, Office of Community Assistance; Paul Kudlak, The Junto Company; Jim Mermis, The Junto Company; Larry Price, LPrice & Associates; Victor Davis.

Mr. Reed called the meeting to order at 10:06 a.m. Mr. Reed asked for a moment of reflection.

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

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

Mr. Kempton motioned to approve the February 2016 board meeting minutes. Ms. Robinson seconded. The motion passed.

Finance Report: Ruthann House

Mr. Bollenbacher stated the audit was held this week and results will be available in the coming weeks. A DSA program audit is scheduled for May. Mr. Bollenbacher reviewed the dues report and stated that two agencies (Ironton-Lawrence and Geauga) have not paid dues for the first half. Geauga only recently expressed interest in becoming members though did not have the membership dues budgeted; Ironton-Lawrence has not been successfully reached. Mr. Bollenbacher reviewed the financial statement, Combined Statement of Activities and the Combined Statement of Financial Position. The latter two reports are recommendations from the performance standards and will be presented at each board meeting going forward. Ms. Robinson requested an annual budget comparison from 2015 to 2016. Mr. Kempton moved to accept the financial reports and place on file for audit. Ms. Gerken second. The motion passed.



Development Services Agency Report: Randall Hunt and Megan Meadows

Mr. Hunt introduced Megan Meadows, new Assistant Deputy Chief, to the board. Ms. Meadows joins OCA from the Lancaster-Fairfield agency and they are pleased to have her on board. The board welcomed Ms. Meadows.

Mr. Hunt provided an update on the winter crisis program. Last year, \$131,000 was obligated and this year to date \$118,000 has been obligated. The team believes the reduction is in part to a mild winter and the PIPP+ program. Gallia-Meigs has requested additional funds, which were approved. Other agencies may request additional funds as well. OCA received the allocation letter for regular HEAP from HHS, which was in the amount of \$146,334,000. An amendment to state plan has been made to adjust it to reflect the additional funds. OCA also received the award letter for CSBG in the amount of \$27,743,000 (Q1: \$6,522,571, Q2: \$7,349,360, Q3: \$6.9 million-approximately, Q4: \$6.9 million-approximately).

Mr. Hunt discussed the special condition listed in the grant agreements and stated the language will be changed to similarly reflect what was done with OCATO in that special conditions can be added as long as both parties agree. That adjustment will occur when additional funds are dispersed which will impact next year's grant.

Mr. Hunt continued with an update on Ms. Ballas' progress; she has been collecting feedback from agencies to improve processes and procedures. She stated there have been more requests for OCEAN training and anticipates trainings can be set up quarterly. One-on-one trainings can be setup during the OACAA summer conference. Additional information will be sent to agencies closer to the conference. Mr. Hunt continued to say that leadership is still planning to visit every agency this year. He also stated the State Plan Public Hearing is scheduled for 1:30pm, April 15th.

Mr. Hunt also provided a summer HEAP update. He stated the program design depends on the amount of funds remaining from the winter program though it is anticipated to being July 1 and run through August 2016. Mr. Hunt also stated the next rate case for PIPP will look differently than it does currently in an effort to stop supplementing PIPP applications with HEAP administration.

Training and Development: Lorie McClain and Josh Summer

Ms. McClain reviewed the report with the board including trainings and conferences planned for 2016. She highlighted FDS trainings which will be held in two locations this year though they are the only two FDS certifications that will be held in 2016. Classes are \$60.

Mr. Summer stated the T&TA grant from OCA is up and running. Projects for the year have been planned; more information will be released as it becomes available.

Mr. Summer also discussed ROMA Next Generation. He stated the first survey round is closed though additional comment opportunities will be available before it is finalized. In summary, ROMA NG is a change in the IS reporting documents and shouldn't change the way data is collected though will change the look of the forms. Concerns surrounding County Level



Indicators have been most commonly discussed. Mr. Summer suggested that agencies report on overall outcomes and discuss how much CSBG assists the programs—especially for rural areas that are limited in CSBG funds and where the population is significantly spread out. He also stated the ROMA Implementers would be the equivalent of ROMA trainers discussed in the Standards. He believes the ROMA NG will be completed sometime next year.

Mr. Summer also provided a status update of the TANF grant funds received through Executive Order. A small provision was included in the contract that gave the Governor's office and JFS final approval on all proposals. To date, 22 of 44 proposals have been approved. One agency has since declined the funds. The proposals will act as the Scope of Work in the contracts once they are approved. Ms. Robinson, Ms. Baughn, and Mr. Costa commended the staff for their work to secure the funds and for working to get the proposals approved. Mr. Reed requested that agencies who find they are unable to spend the funds before the end of the grant period, inform OACAA know as quickly as possible so they can be redistributed among the network.

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

No report. Mr. Cole thanked Mr. Hunt and Ms. Meadows for joining the meeting and thanked them for the work they do.

Old Business

None.

New Business

None.

Open Dialogue

None.

Adjourn

Mr. Brightbill motioned to adjourn the meeting at 10:54 a.m. Mr. Costa seconded. The motion passed and the meeting was adjourned.

End:

Respectfully submitted,

Janice W. Warner, Secretary

Date