



Ohio Association of
Community Action Agencies

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
January 29, 2013
Sheraton Columbus Hotel at Capitol Square
Columbus, Ohio**

Members Present: Gwen Robinson, President; David Brightbill, First Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Joe Devany; Al Norris; Tim Donnellan; Wayne McLaughlin; Tom Reed; David Shea; Deb Gerken; Rodney Reasonover; Robert Hamilton; Ken Kempton

Members Excused: Robert Chilton, Second Vice President; Charles Chipps; Gary Obloy; Cheryl Thiessen; Jacqueline Middleton; James Powell; Bambi Baughn; Gary Ricer

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

Guests Present: Randy Hunt and Melissa Stanford, OCA; Jim Mermis, Junto Company; Dave Rinebolt, OPAAE; Terry Jacobs, WSOS Community Action

Ms. Robinson called the meeting to order and asked for a moment of reflection on the challenges we face.

Ms. Warner called the roll. A quorum was established.

Ms. Robinson asked if there were any changes to the agenda. There were not any changes. Mr. Reed moved to approve the agenda, Mr. Devany seconded. The agenda was approved.

Ms. House moved to approve the minutes, Mr. Reasonover seconded. The minutes were approved.

ODSA Report: Randy Hunt

Mr. Hunt passed out a flyer regarding a program where ODSA is partnering with the Ohio Association of Food Banks to encourage people to file their taxes through the Ohio Benefit

Bank, which he thought would be of interest to CAAs. Mr. Hunt also reported that ODSA is moving to a new computer platform that will be better at tracking and coordinating email correspondence and will be used when sending out IUs. The emails will look different, but it will be better at monitoring who the emails went to, who opened them, etc.

Mr. Hunt also reviewed some staff changes. Sharon Smith is the new assistant deputy chief and is doing a good job. They have posted a position for a second assistant deputy position, which they used to have under a previous structure. They're looking for someone with experience with universal service funds. They are not sure how the duties will be divided between the two assistant deputies at this time. Ms. Stanford is also looking for a field rep and the department is looking for a communications liaison or technical writer position to work with communications and OCA to be more proactive with messaging and to work on the State Plan.

Mr. Hunt reported on changes being made to HWAP. Katrina ? has been made the permanent supervisor of HWAP and there might be some other organizational changes. HWAP is in the RFP process, February 15 is the deadline for proposals. There will be a month for scoring and a public meeting in March to announce the winners. Mr. Hunt said that he knows it is difficult and has been a challenging process, but they have gotten good input from the meetings that has helped shape the program and he thinks there will be good results.

Mr. Hunt reported that it is time to update the PIPP rules and they are working on that with PUCO. There have already been meetings and more are scheduled. Currently there are some different rules for gas and electricity and they are working to make those more consistent. There will be a workshop to allow for input from stakeholders.

A new call center manager has been hired for HEAP. The call wait time has gone down and it is their goal to continue to make real progress with that. They are also working on getting a new IVR with more technology.

Mr. Devany asked if the department was involved in the next generation of ROMA discussions. Ms. Stanford said they have been included in surveys and she has become more involved and is making headway in increasing her involvement in the process. She has been involved in calls and is attending NASCSP meetings. Mr. Devany expressed a concern about the message being less pro-Community Action. He said that we have had a good relationship with the state and would like to maintain that.

Ms. Robinson asked if there was any role for CAAs in regards to the Affordable Care Act, possibly through education. Mr. Hunt said he thought there would be an opportunity, but that it is not something they have looked at. He said that if they can help in any way to let them know. Ms. Robinson said that she would like OACAA to work with ODSA to carve out a role for CAAs. Mr. Devany said there was a session on that at the Partnership conference, but neither he nor Mr. Summer could attend, but we can get additional information on it.

Finance Report: Ruthann House

Ms. House reported that the Finance Committee met prior to the Board Meeting. During the Finance Committee meeting, the December Finance report was approved, and the transfer of up

to \$30,000 from OCATO to OACAA that was approved during the November Board Meeting was approved, but has not happened yet. Mr. McLaughlin moved to approve the Finance Report, Mr. Reasonover seconded, the motion passed. Ms. House also reported that there have been no changes to the Membership Report. She said that the Finance Committee reviewed the 2013 budget of \$3.628 million with a profit margin of \$478,000. She said that we do not know the final figures for the T/TA grant, but used a best estimate. She also said that it is phenomenal to have an agency-wide budget in January and that Mr. Bollenbacher is doing a wonderful job. Mr. Devany moved to approve the budget, Mr. Hamilton seconded, the budget was approved. Ms. House said that the financial policies were also reviewed. There are no real changes other than moving them in-house. Mr. Devany moved to approve the financial policies, Mr. Brightbill seconded. The motion passed.

President's Report: Gwen Robinson

Ms. Robinson reported that she would like to appoint a committee to look at our strategic direction. It will be a think tank to look at our potential and think of how we can go in a different direction, things such as working with the Affordable Care Act. The following people were appointed to the Strategic Direction Committee: Jackie Middleton, Ken Kempton, Ruthann House, Alvin Norris, Joe Devany and Janice Warner. Ms. Robinson also reported that James Powell is no longer with EOPA and Robert Jordan, the agency's chief financial officer is serving as the interim executive director.

Social Enterprise/Marketing Report: Robert Chilton

Nothing to report

Public Relations Report: Janice Warner

Ms. Warner deferred to Ms. Stoker. Ms. Stoker reported on the progress of the public relations campaign where we are creating a newspaper insert to promote Community Action in Ohio. She said that an email was sent to all agency executive directors and PR staff to get their input on what programs should be covered in the insert. They were also asked to submit any success stories they would like included. A list of suggested programs was created based on this feedback. The PR Committee met and reviewed the list and decided we would cover four broad categories in the insert: Health & Nutrition, Training & Education, Housing, and Economic & Workforce Development. We also decided that we would have several short success stories rather than one long success story for each category. A list of 44 success stories representing 23 agencies has been compiled. The PR Committee will meet with News & Review on February 5 to start the process of story boarding the inserts. We will try to incorporate as many of the participating agency names in the insert as possible, in the text describing the category and programs, in success stories and in photos with captions. Also, on the back cover where we list agencies, we will only list participating agencies.

She also reported that OACAA had a photo contest on Facebook before Christmas that was a success. Fifty photos were entered in the contest and over 900 votes were received. We had over 700 visitors to our Facebook page that were not previous followers, and received five new followers. Over 1,800 people viewed the entries. Many of the submitted photos are now being used on our new website. The new website was launched Friday, January 25.

Ms. Stoker also reported that there will be a press conference to release the State of Poverty Report on Wednesday, January 30 before the Legislative Reception. We received requests from four reporters, including the Associated Press, to receive advance copies of the report. Finally, we released an Annual Report on December 19. It has been clicked on by 3,095 people and 172 people have read it. We now have printed copies to share with legislators.

Legislative Committee Report: Jim Mermis

Mr. Mermis needed to leave the Board Meeting early for a family matter and gave his report before leaving. Mr Mermis reported that the governor will release his budget next Monday and it should be filled with lots of aggressive policy initiatives. The governor has focused on workforce. The new director of workforce is Tracy Interhar, whom he has worked with. Her background is not workforce, but she is bright and a good listener. The governor's Workforce Executive Council had one meeting and it is apparent that they are not a committee that will rubber stamp things. They pushed back on some key low-hanging fruit. He has asked Ms. Interhar to come to one of our Board Meetings, possibly in March.

Mr. Mermis also reported that the new general assembly is off and running and that there is a new economic and workforce development committee chaired by Senator Beagle, who has had exposure to Community Action. There is also a new senate president, Senator Faber, who is reasonable and someone we can work with. The House has the same leadership. Mr. Mermis said that there is going to be workforce reform policy in the governor's budget, but we don't know what that will entail. He follow up on that.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that there were 165 people pre-registered for the Winter Legislative Conference, which is good. He said that the district meetings schedule had been resolved. He also said that he thought the membership meeting needed to be thought of entirely and he doesn't think that we'll be able to accomplish what we want at a noon meeting. He suggested that it be a Thursday morning meeting to kick off the conference, that an hour or hour and a half should be carved out as a session and it should only be once a year, at the Winter Legislative Conference. Mr. McLaughlin said that his committee was going to collect feedback from the members during the district meetings to decide how to proceed with the membership meeting. Mr. Hamilton said that the Training Committee should be involved in that decision because it affects the conference schedule. A discussion was had on the purpose of the membership meeting and engaging the membership. It was determined that Mr. McLaughlin would collect input during the Winter Legislative Conference and come back to the Board with recommendations to implement next year.

Legislative Committee and Executive Director's Report: Phil Cole

Mr. Cole reported that he hoped that the newly created Strategic Direction Committee only lasted for a year to help with the changes being made to CSBG. The committee should be out in the districts hearing from members. He reported that David Bradley thinks HWAP has only six months. Also, Head Start is trying to divide from Community Action. The administration is going after our core programs. Mr. Cole then read two excerpts from NASCSP's blog a year part where the tone shifts from supporting Community Action to be open to other accepting other

community-based organizations. A discussion was had on how NASCSP is not really a supporter of Community Action Agencies. Mr. Cole presented six steps he thinks we need to follow:

1. Support NCAF and the Partnership
2. Create Strategic Direction Committee to prepare us for the future in Ohio
3. Continue with our lobbyist company, Junto
4. Utilize Vorys Advisors, which is comprised of two former congressmen, Hobson and Space, that want to work with us primarily on HWAP
5. Every executive director has to start working on political side and communicate our successes to the general assembly and congress
6. Utilize social media as a promotional tool

He said that we have a real battle and it is going to take work. He encouraged the Board to talk to their colleagues during the conference about these issues. Mr. Reasonover suggested that advocacy be part of future conference agendas. Mr. Donnellan asked about the value of working with two former congressman. Mr. Cole said they are both still very well respected and committed to HWAP and that it is worth investing with them. It would be a shared expense with OPAE. The Board agreed. A discussion was had on the challenges facing HWAP. Mr. Brightbill made a motion to work with Vorys Advisors for six months for \$1,000. Mr. Donnellan seconded. The motion passed.

Mr. Cole also reported that he wanted the Training Committee to set a standard week for the Summer Conference, like the Winter Legislative Conference, and book it two to three years in advance. He said June seems to be the best month due to other organizations' conference and vacations.

Mr. Cole said that the Utica Shale Summit we had was good, but the facilitator has not given us the data for the whitepaper to keep the momentum up. Also, ODJFS wants us to pick up a migrant housing grant because they thought we could handle the liability. It mainly affects district 1. Mr. Cole said he would discuss it with them.

Mr. Cole also reported on the two agencies that were having problems. Sources is waiting on their audit. We have been working with CLS and DSA. There are many questioned costs, but there is still room to work it out.

Mr. Cole also reported that Don Mathis contacted OACAA about a problem an agency in another state was having and we are helping with that. Our reputation for quietly helping agencies is well known.

Personnel Report: Tim Donnellan

Mr. Donnellan reported that current policy for the FSA account is that if it is not all spent a check is cut for the difference. With the new program, debit cards will be used so that will no longer be necessary and would change the language in the personnel policy. Ms. House moved to change the language in the personnel policy accordingly. Mr. Kempton seconded. The motion passed.

Veteran's Committee: Robert Hamilton

Mr. Hamilton deferred to Mr. Summer. Mr. Summer reported that the agencies are doing a lot of good work. They turned in their first agency report. We received approval from OCA to pay for the VETS reps to attend the conference. They will turn in their client level reports in February. We are about half way to our goal of clients served. Ms. Robinson asked if there will be an opportunity for other agencies to get involved in the program. Mr. Summer said that we are discussing that with OCA.

Best Practices Report: Bambi Baughn

Mr. Cole reported in Ms. Baughn's absence that six winners would be awarded tomorrow.

Partnership Report: Joe Devany

Mr. Devany reported that the Partnership went over budget for the year; however, they made significant funds through investments and donated \$20,000 to NCAF, which was unbudgeted. Also the convention numbers did not turn out as high as anticipated. They are currently advertising for a CFO/CBO combination and hope to have the person on by March. The intent is to let the person handle grants and CAFI and free Mr. Mathis up for meetings and organizational commitments.

The Partnership recently completed a wage comparability study of staffed positions and determined that for the most part salaries are in line with the industry.

They are once again submitting a grant for a national program to be targeted in some key states. Ohio is one of the states and WSOS is a key in putting the application together.

Membership for this year is going well, it is already up over 250 for the year (last year it finished in the 700 range).

There were three sessions held on the CSBG Standards and ROMA the Next Generation at the conference. These were long sessions, but Mr. Devany thought that they got some interesting feedback. There were agencies from 30 states represented in the sessions. The Partnership is working on all three committees, their own, NASCSP, and the Urban Institute.

Biz Stienberg, a CAP director in California and secretary of the Partnership board is running for the president of the National Head Start Association. This election is determined by the five delegates from each of the ten regions.

Peter Kilde is continuing to head the new realities committee. He is working to bring a number of Foundation representatives together with professionals in the various fields to discuss the issues in a invitation-only conference where Mr. Kilde would represent the Partnership.

A meeting will be held at the Partnership's March session with Arnie Anderson to discuss the agency-wide information and management systems and putting together an application to seek funding from the Kressge Foundation to fund the endeavor.

The Conference Committee is looking for ways to improve and shorten the opening session and the gala in Chicago this year. They both ran too long in New York.

A new method to propose amendments from the floor at the annual conference was approved. It basically states that an individual proposing an amendment must have 15 signees representing five regions. Amendments may also be offered by regions or states.

The Housing and Weatherization Committee mentioned the positive aspect of the extension of low income tax credits and the difficulties in DOE weatherization funds. The Partnership is signing off on letters supporting additional HOME dollars than are being proposed.

The CAFI made a presentation and held a training session on applying for the \$450,000 available for loans; \$200,000 is available this year and \$250,000 next year. Terms are negotiable; however, the loans will probably be in the \$50,000 range.

There are currently 87 active CCAP candidates, including holdovers and new applicants. They anticipate a final class in the range of 60.

There is an opportunity for CAPs to be involved in the Affordable Care Act implementation, working with clients to get them enrolled and through the system. There was a session at the conference concerning this, but Mr. Devany was unable to attend.

Energy Report: Joe Devany

Mr. Devany deferred to Mr. Rinebolt. Mr. Rinebolt reported that they had major cases with Dayton Power & Light. Weatherization lost money from DP&L because they're worried about First Energy. It's difficult to figure out how to spend the money because they don't know if they'll have it. The PUCO chairman is interested in eliminated fault service instead of standard service in electricity and gas. The administration is interested in taking away competition. Other states that did this became the most expensive states. OPAE is trying to defend this. The PUCO chairman also said that taxpayers would riot if they knew how much was spent on PIPP, but the utilities love it and he is confident that they will go to bat for it. There is a proposal that PIPP customers should be forced to conserve energy, but this is difficult and expensive to enforce. Harmonizing PIPP rules for gas and electricity that was brought up by Mr. Hunt should not be difficult because it is already done by Duke. Mr. Rinebolt said he thinks that's an excuse to redo the PIPP program. Mr. Hunt said he has looked at it and sees the issues and does not think there is an underlying reason, although he said they might not align. Mr. Rinebolt stressed that it is important to preserve the program and standard service offer.

Head Start Report: Rodney Reasonover

Mr. Reasonover reported that the Ohio lawsuit is still in motion. The appeals have been filed. There is a tight timeframe. The Head Start leadership conference was happening at that time in Washington D.C. The regional conference is scheduled for November in Chicago.

Agency/District Reports

Nothing to report

Old Business

No old business

New Business

Mr. Brighbill said that he would like CAPLAW to be on the agenda. Their annual meeting will be June 19 in Boston. Three members are on the Urban Institute taskforce. He encouraged the Board to look at their website, they have lots of webinars and many of them are free. CAPLAW is neutral on its position regarding the new standards, but there is a lot of concern from the Board with the Urban Institute and NASCSP.

Motion to adjourn by Mr. Donnellan. Mr. McLaughlin seconded. The meeting was adjourned.

Respectfully submitted,

Janice W. Warner, Secretary

Date