



**Ohio Association of
Community Action Agencies**

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
March 15, 2013
Doubletree Columbus-Worthington
Columbus, Ohio**

Members Present: Gwen Robinson, President; David Brightbill, First Vice President; Robert Chilton, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Joe Devany; Al Norris; Tim Donnellan; Wayne McLaughlin; Tom Reed; David Shea; Robert Hamilton; Ken Kempton; Cheryl Thiessen; Bambi Baughn; Malcolm Costa

Members Excused: Charles Chipps; Gary Obloy; Jacqueline Middleton; James Powell; Gary Ricer; Deb Gerken; Rodney Reasonover;

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 and Paul Kudlak, Junto Company; Dave Rinebolt, OPAAE; Gerry Spencer, Washington Morgan Community Action; Greg Hopkins, EOPA; Nick Sunday

Ms. Robinson called the meeting to order and asked for a moment of reflection.

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

Ms. Robinson asked if there were any changes to the agenda. Mr. Brightbill asked to add a CAPLAW report. Ms. Robinson added it to the agenda after the Partnership report. Mr. Reed moved to approve the agenda with the addition, Mr. Kempton seconded. The agenda was approved.

Mr. Donnellan moved to approve the minutes, Mr. Devany seconded. The minutes were approved.

ODSA Report: Randy Hunt

Mr. Hunt reported that there had been a leadership change at ODSA and David Goodman will be the new director starting Monday. Also, the OCA field monitor position that had been available

was finally filled. Chris Reis will be retiring at the end of the month, which will create a new vacancy that will need to be filled and an opportunity to re-adjust. Mr. Hunt also reported that he and Sharon Smith attended the NASCSP conference where they also attended an orientation for Weatherization and CSBG that was very good. Also, he heard from the DOE that the Weatherization allocation would be in mid-to late-March, but he did not know how much it would be. He also said the proposals looked good and there will be an announcement of awardees, then letters with instructions, then a grant amendment. He's hoping to have it go out early next week.

Mr. Norris asked if the new field rep would have the same territory as the rep he is replacing. Mr. Hunt said he is unsure and they are still evaluating. Mr. Hunt also reported that they are going through a revision process for the PIPP rules, trying to align electric and gas. They are working on aligning the rules where they can with PUCO. They did a workshop and allowed interested parties to offer input. Mr. Rinebolt did a presentation. They are moving through the process and hope to wrap it up soon.

Mr. Hunt also said that the HEAP winter crisis season is coming to an end, the call volume has reduced and they are releasing temporary staff. They are also looking into creating a new web portal for re-verification. Ms. Robinson asked if since PIPP has been successful and there is a surplus of money, that money can be used for upgrades to systems, such as computers and IVRs. Ms. Stanford replied that has been allowed in the past and just needs to be submitted as a simple budget revision. There was a discussion about the necessity of a budget revision and how other programs such as Head Start do not require budget revisions. Mr. Hunt said that they are looking into making changes and streamlining the revision process. Ms. Stanford said to contact her with any other feedback.

Ms. Robinson also asked about the status of innovation grants. Mr. Hunt said he attended a workshop on that at the NASCSP conference and learned a lot from what other states are doing, but they are still developing the criteria and building the program. They do not have a date yet, but with sequestration there will be cuts and they will need to see what they can do. They would like to absorb the cuts at the state level and that might mean not doing the innovation grants, that might give them more flexibility.

Finance Report: Ruthann House

Ms. Robinson congratulated Ms. House on her promotion to President/CEO of WSOS.

Ms. House reported that there was an update to the dues summary because the Community Action Council of Portage County brought their dues payment. She reminded Mr. Costa that his dues were still owed and said that we still had not received anything from OIC or CLS. Ms. Robinson asked if we were carrying them. Ms. House said that Mr. Bollenbacher sent reminders. Ms. Robinson requested that if we had not received anything by the next meeting we remove them from the role. Mr. Costa asked for an explanation of the information fund. Mr. Cole said they were unrestricted funds, not PAC.

Ms. House said the financial summary for February 28 column did not get changed from January and that note number 3 had no corresponding number. There is \$260,000 in outstanding accounts

receivable. For note 6 there is positive cash of \$52,000. There is nothing outstanding. Mr. Reed moved to accept the financial report, Mr. McLaughlin seconded. The motion passed.

President's Report: Gwen Robinson

Ms. Robinson reported that she is going to ask Mr. Cole to put together an explanation of the committees and how they work, and to look at the by-laws. She also thanked the staff for the women's event during the conference. She received a lot of positive feedback. The Summer Conference will be in Cincinnati. Ms. Robinson said there is a lot to do and encouraged people to bring their family and friends. She said we are looking into packages with the hotel to stay the weekend and go to a Reds game if people are interested. She said that the preliminary agenda looks good and Mr. Hamilton is doing an excellent job.

Social Enterprise/Marketing Report: Robert Chilton

Mr. Chilton reported that his committee had not met, but it is going to be a priority for next month to reconvene.

Public Relations Report: Janice Warner

Ms. Warner deferred to Ms. Stoker. Ms. Stoker reported that the PR committee is working with News & Review to produce the newspaper insert to promote Community Action in Ohio. The insert is going to be published in May for Community Action Month. Information on the costs for printing and distribution in agencies' local newspapers is being sent out to each participating agency next week.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that we do not have financial numbers for Winter Conference yet, but 254 people attended including presenters. The Summer Conference will be May 22-24 in Cincinnati. The topics will include leadership, workforce, human resources, family development/intake, transportation and Head Start. Mr. Cole commented that there will be a PAC Century Club event Wednesday evening during the conference.

Legislative Committee and Executive Director's Report: Phil Cole

Mr. Cole reported that a White Paper has been produced from the Utica Shale Workforce Development Summit and encouraged the board to review it. He said we have received commitment from Senator Bill Beagle to support our efforts. He is impressed with us and Dayton. Board feedback is needed on workforce development legislation.

During the NCAF conference, Jeannie Chaffin spoke and made clear that HHS is going to send out letters about five percent cuts. They want only "mission critical" work to be protected. They're cancelling all travel. Mr. Cole suggested agencies let her know what is "mission critical". She said the current plan is that they are not going to cut current grants.

President Obama wants to take on poverty. He is planning to award grants to 20 cities with chronic poverty. CAAs need to get that money. She also discussed wanting to have the new standards for the 2014 budget and working on standards for federal and state governments.

Mr. Devany commented that he has reviewed the standards that the Partnership has developed to date and that they are livable. The Partnership is hoping to release them April 15. He said he is more concerned about the Urban Institute.

Mr. Cole said that Seth Hasert talked about the survey on customer satisfaction during the conference. They found that people liked when they were told that they received a grant, but were not happy with direct service from OCS.

Mr. Cole reported that Don Mathis from the Partnership also spoke and said they plan to release the standards April 15. They include strategic planning. Mr. Cole said we really need to look at that because we do it differently. Mr. Mathis also said that CSBG is no longer being referred to as a safety net. Instead it is “venture capital”.

Anita Lichtblau from CAPLAW spoke at the D.C meeting and updated attendees on the Hatch Act, stating there have been changes relative to CSBG and employees who want to seek partisan office. Ms. Robinson asked if that meant employees could host legislative events at their facilities. Mr. Cole said he'd look into that.

David Bradley also spoke and said if we don't roll up our sleeves and fight not, CSBG could be gone in 2014. We have to continue to prove our worth and give to CAP PAC. NCAF has had positive publicity in the news and has talked with legislators. Mr. Cole said agencies need to let him or Ms. Chaffin know about the negative impacts of sequestration cuts.

Mr. Cole also reported that we're doing a wage and benefit study. Lorain County already did a survey of about half the agencies, which is almost complete.

We also want agencies involved in helping with enrollment in Medicaid. And, we are encouraging agencies to have rallies or meetings to support expanding Medicaid. Mr. Cole said he is meeting with the ODJFS officials to determine what to do to help with enrolling people. Mr. Brightbill made a motion that the Board take a position showing support of Medicaid expansion. Mr. Reed seconded. The motion passed.

Mr. Brightbill made a second motion that OACAA go on record with the governor saying we support Medicaid expansion. Mr. Devany seconded the motion. The motion passed.

Mr. Cole reported that the Mid America Community Action Association held a meeting and elected officers. During the meeting, one state mentioned that they get a HEAP transfer of either 20 or 25 percent to Weatherization. Mr. Cole asked if we would like to do the same and listed the options as up to 25 percent, mandatory 15 percent, or 15 percent or more. There was a discussion. Mr. Hunt recommended we try to keep flexibility because of funding cuts, we don't want to be restrictive, and said he would discuss it with the department. Mr. Brightbill said he would make a motion at the next meeting and requested it be added to the agenda.

Mr. Cole said that the Plumbers and Pipefitters are having issues with the Department of Labor because jobs are expanding, especially with shale, but they're not hiring enough minorities. He has been talking with Nick Sunday and IMPACT Community Action to setup a model program

for recruitment. Mr. Sunday explained that he met with a third generation company who lost a large contract with OSU because they did not hire enough minorities. That business is willing to put in money for a pilot project with the Local 189. He sees our role as a screening process, which is not easy. Ms. Robinson commented that it is an issue with her Local as well and would be nice to having involvement throughout the state. Mr. Sunday said the next step would be to meet with the agencies within the Local 189's area in April. Mr. Cole said that we would like to do a 90-day contract for \$1,500 per month with Mr. Sunday's company for this project. Mr. Sunday said the contract should be for \$1,500 for the total project. Ms. House moved to support the contract at \$1,500 for the project. Mr. McLaughlin seconded. Mr. Costa asked where the money would come from. Ms. House said the consultant line item. The motion passed.

Mr. Cole requested that district chairs give him dates for their Strategic Direction meetings by the close of business Monday and said he would send out an agenda. He also said that Tracy Intihar, Director of Governor Kasich's Office of Workforce Transformation will attend next month's meeting, as well as Mike Gonidakis, who offered to help with Department of Health issues.

Mr. Mermis reported that we know and have a good relationship with Mr. Goodman who was appointed the head of DSA and it should be interesting to see who he brings over from the Department of Commerce.

Personnel Report: Tim Donnellan

Nothing to report

Veteran's Committee: Robert Hamilton

Mr. Hamilton deferred to Mr. Summer. Mr. Summer reported that the participating agencies had submitted their client level reports through February to the evaluators. Ms. Robinson asked if the program was going to be expanded. Mr. Hamilton said we have to finish the pilot project and then talk with DSA to see if the funding is available. Mr. Hunt said the funding came from utility settlements. It was high when Mr. Sunday gave the money to the project, but it is not now. He said they support the project, but don't have that funding.

Best Practices Report: Bambi Baughn

Ms. Baugh said that she would like to discuss how to do the Best Practices at conference and would like to discuss changing the name.

Membership Meeting Committee Report: Wayne McLaughlin

Mr. McLaughlin reviewed the results of the Membership Meeting Survey. Based on the survey results and the committees' observations, he submitted the following recommendations:

- Have a new attendee orientation session at each OACAA conference
- Require that each District Meeting start with an overview of the purpose, structure and voting procedure for the district
- Separate the Membership Meeting from the luncheon/speaker
- Have president, executive director, committee chairs and district chairs on stage
- Let executive director comments be the key component of the meeting
- Standardize the formats used by committee chairs

- Standardize feedback from district chairs
- The need for District Meetings in the district is questionable since they are not occurring. Recommend that these continue to be on an as needed basis.

Mr. Cole, Ms. Robinson and Mr. Hamilton will discuss integrating the suggestions into the conference.

Partnership Report: Joe Devany

Mr. Devany reported that Partnership membership is currently at 541 agencies and is expected to reach 700 by the year end, which is where it has been for the past few years. They are lining up sponsors for the national convention in Chicago.

For the first time in five years, they exceeded their annual budget, but it was due to a dramatic increase in Pathways participation and a donation to NCAF. Funds are available in reserve to cover the overage.

He said that Mr. Mathis mentioned that the Head Start program is taking a lot of criticism in the media. Mathis had an editorial in the New York Times responding to the criticism.

The Partnership's Rural Task Force is continuing to meet through conference calls and at national meetings. At this point they are formalizing their concerns, dialoging and sharing resources.

Partnership staff have been extremely busy working with the large committee on the proposed standards. A draft was sent to the committee last Friday for review. Mr. Devany reviewed it and is his understanding that the draft will be distributed April 15. They have had a great deal of membership participation in the standards meetings. Mr. Devany said the final product is due to be presented to the administration by July.

There will be a full day pre-conference Emerging Leader Meeting at the convention this year August 27-30. They are seriously looking at doing a food and nutrition pre-conference session in Chicago and inviting the first lady.

The Winter Training Conference next year will be in Miami and the national conference will be in Washington, D.C. for the 50th anniversary. For 2015, they are looking at San Diego or a return to San Francisco. The reviews from the national conference in New York were generally good; however, it was felt that the opening session and the gala went too long. Suggestions were discussed to move the events along more quickly.

Loans are available through the CAFI; however, they have not received any additional applications at this time.

The board voted to support the proposal of Region V to apply for funding from a private foundation, Kressge, to develop the AIMS technology plan.

There are currently 99 eligible candidates and over 500 active CCAPs. There are currently 42 agencies participating in some level in the excellence program.

CAPLAW Report: David Brightbill

Mr. Brightbill reported that the CAPLAW annual training will be June 19-21 in Boston. They are interviewing candidates for new board members. Also OMB is working on consolidating the circulars. He urged agencies to give their comments to Anita Litchblau.

Mr. Cole stated that substitute motion was needed for the contract with Mr. Sunday to work with the Plumber and Pipefitters union because the amount was incorrect and should actually be \$1,500 per month. Mr. Norris motioned to accept the contract at \$1,500 per month. Mr. Hamilton seconded. The motion passed.

Energy Report: Joe Devany

Mr. Devany deferred to Mr. Rinebolt. Mr. Rinebolt reported that fuel funds are open, except for DPL, which they're working on. They are also almost done with Duke. There will be another Columbia fund open in April. Energy efficiency is continuing to have an impact on cost reductions. He said we need everyone to step up because it doesn't roll over. AEP is working to fund next year. The DPL standard service case starts Monday. There was a breakdown in Duke settlement negotiations. He said that some agencies may have gotten an email about an NFFN fly-in. OPAE resigned from that because they disagree with the requested funding level. He also said we could lose the whole thing for HWAP for 2013. He suggested meeting with Rep. Kaptur for support. He also reported that in the state legislature there is a bill regarding regulations that could have a large affect.

Head Start Report: Rodney Reasonover

Nothing to report

Agency/District Reports

Nothing to report

Old Business

No old business

New Business

No new business

Motion to adjourn by Ms. Robinson. Mr. Reed seconded. The meeting was adjourned.

Respectfully submitted,

Janice W. Warner, Secretary

Date