

**Ohio Association of Community Action Agencies  
Board of Trustees Meeting  
July 20, 2012  
Sheraton Columbus at Capital Square  
Columbus, Ohio**

**Members Present:** Gwen Robinson, President; David Brightbill, First Vice President; Robert Chilton, Second Vice President; Janice Warner, Secretary; Joe Devany; Robert Hamilton; David Shea; James Powell; Al Norris; Tim Donnellan; Wayne McLaughlin; Deb Gerken; Bambi Baughn; Ken Kempton; Rodney Reasonover

**Members Excused:** Ruthann House, Treasurer; Tom Reed; Charles Chipps; Gary Ricer; Gary Obloy; Cheryl Thiessen; Jacqueline Middleton;

**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:** Jim Mermis of the Junto Company

Ms. Robinson called the meeting to order and congratulated Ms. Warner and Mr. Devany for receiving the CCAP certification. Mr. Devany and Ms. Warner discussed the steps needed to become a CCAP and what the experience was like, expressing that it was both challenging and rewarding. Ms. Robinson then announced that the issues between her agency and the state have been resolved and thanked everyone for their support. She also expressed the need to have a strong base to deal with such issues. Ms. Robinson then 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. There were not any. Mr. Shea moved to approve the agenda, Mr. Reasonover seconded. The agenda was approved.

Mr. McLaughlin moved to approve the minutes, Mr. Brightbill seconded. The minutes were approved.

**ODOD Report**

Nothing to report. Mr. Cole stated that he believed a replacement for Nick Sunday would be appointed soon and that we would be pleased with the decision.

### **Finance Report: Ruthann House**

Mr. Cole reported in Ms. House's absence. Mr. Cole reported that DMU was informed of the waiver for the second half of their dues that was approved at last month's board meeting. They accepted the waiver and then sent in a check that he believes is for the first half of the year's dues, but he will double check on that. OIC has decided not to join.

Mr. Cole also reported that OACAA is running in the red, but a couple of payments from OCATO need to be transferred and Mr. Bollenbacher is learning the GMS system and will work on that. OACAA's contract with Pike is through the end of the year, but it will taper off as we transition things in house. Ms. Robinson questioned how the separation of duties would be handled without Pike. Mr. Cole stated that the change is occurring at the insistence of our primary funder and since Mr. Bollenbacher has been working with OACAA for a couple of years as a consultant, not much will change, but we could conceivably keep Pike involved on a lower scale. Mr. Brightbill said the concerns were legitimate, but the staff is too small for separation and that it is a charge for the Finance Committee to discuss. Mr. Bollenbacher said that we have made a lot of headway in the past five years and he did not want that to change. He stated that Mr. Cole is involved and that there are six other staff members that can be utilized. After the audit is completed, he plans to ask for recommendations. He said that he does have ideas and hopes to engage the Finance Committee. Ms. Robinson asked Mr. Brightbill and the Finance Committee to look into the matter and keep the momentum going. Mr. Cole reported that the audit is essentially done, but the report will not be given until September.

### **Presidents Report: Gwen Robinson**

Ms. Robinson requested that board members begin surveying their staff for ideas on training and symposium opportunities so that we can begin to think about things differently, transform and not be stagnant. She also suggested getting involved in voter education and registration. Mr. Chilton asked about the legality of being involved with voter registration. Mr. Cole said that if you have CSBG funding you cannot be involved in voter registration. It was discussed that voter registration and education can be done in buildings not utilizing CSBG funding, such as Head Start centers, that education can only be on how the voting process works not how to vote, and that staff members cannot be used in these efforts.

### **Social Enterprise/Marketing Report: Robert Chilton**

Mr. Chilton said that he had not followed up with the committee since the last board meeting, but that the steps going forward are to reconvene the committee and work with Mr. Summer to conduct a survey on what is currently being done and determine a definition for social enterprise. He reported that there are some resources available from the Community Action Partnership and that he will report more next meeting. Ms. Robinson requested to be on the call for the next committee meeting and explained a potential social enterprise being discussed in Cincinnati. The board also discussed Mr. Norris' social enterprise.

### **Public Relations Report: Janice Warner**

Ms. Warner deferred to Ms. Stoker. Ms. Stoker showed the board three different options for a membership certificate, one that doesn't have a date and would be sent out once, one that has the membership year and would be sent out each year, and one that has a place to put a sticker with the membership year. There was a discussion about the options and when to send them out. It was decided to go with the option with a membership year and send them out after receiving the second half of the year dues payment, once an agency is paid in full.

#### **Training and Development Report: Robert Hamilton**

Mr. Hamilton reported that the Summer Conference combined an HR and fiscal conference. The total in attendance for all conferences was 219, with 29 attendees from OCA, 16 attendees for the HR conference and 27 for the fiscal conference. He then listed the scheduled trainings. He also reported that the Winter Conference will be January 30 through February 1 at the Sheraton Columbus at Capital Square. The board commented on how they liked the improvements that have been made to the hotel. Mr. Hamilton commented that it meets are needs and there aren't a lot of other choices. He also said that OCA had a lot of input with the Summer Conference that he was not happy with it, but so far they have not said anything about the Winter Conference and he is hopeful that they will not get involved, but that he encourages members to give their input. Mr. Brightbill suggested a regional Head Start session and others agreed. Mr. Brightbill motioned to accept the hotel contract for the Winter Conference, Mr. Devany seconded, the motion passed.

#### **Legislative Committee and Executive Director's Report: Phil Cole**

Mr. Cole reported on the decision in the Head Start lawsuit and a discussion was had about whether to be involved with an appeal. Mr. Brightbill made a motion not to appeal, Mr. Chilton seconded the motion. A roll call vote was taken. One board member abstained, eight voted in favor of the motion, the motion passed:

Bambi Baughn – Yes  
David Brighbill – Yes  
Robert Chilton – Yes  
Joe Devany - No  
Tim Donnellan – Abstained  
Deb Gerken – Yes  
Robert Hamilton – No  
Ken Kempton – Yes  
Wayne McLaughlin – Yes  
Al Norris - No  
James Powell - No  
Rodney Reasonover – No  
Gwen Robinson – Yes  
David Shea – No  
Janice Warner - Yes

Mr. Cole then reported that there was a new contract for Korr Consulting, which employs Jim Danes as a contractor for OACAA. Mr. Devany motioned to approve the contract, Ms. Warner seconded, the motion passed.

Mr. Cole then requested that Mr. Devany give his Energy report to review the situation with HWAP recompetition. Mr. Devany reported that the state office is requesting responses to four questions regarding the bidding out process. He listed the questions and his response (See attached report). The board discussed the issues regarding the bidding out process. Mr. Brightbill motioned to accept Mr. Devany's position as written as ours, Mr. Hamilton seconded, the motion passed.

Mr. Cole then reported that he had met with Zack Space and that he would like us to get involved in economic development in Appalachia, in particular with fracking and the increased cost of housing because of fracking. Mr. Hamilton questioned some of the controversy around fracking and if by getting involved it would show our support of it. Mr. Cole said that it is going to happen no matter what, it's just a question of who gets the jobs. Mr. Cole and Mr. Space have discussed the possibility of hosting forums in the area to discuss economic development, training and housing.

Mr. Cole also reported that he met with Jeff vonKaenel who is working with the Partnership and the California, Oregon, New Jersey and Georgia associations on a public relations project. We were given the Oregon proposal as a sample of what they would offer. The people who have worked with him think that his product is good. He produces inserts for newspapers that can be on Community Action in Ohio, individual agencies, regions or specific programs. Samples of their work were shown. Mr. Cole said that the pricing is good because of their work that they do placing ads for J.C. Pennys. We have not signed a contract, but it is something we should look into. He said that he is turning it over to the PR Committee to discuss and move forward with. Ms. Warner said that it is in-line with what the PR Committee has discussed.

Mr. Cole then reported that OACAA has had trouble with its phone system in case anyone has trouble reaching the office. He also said that he received word that the Massachusetts association is moving forward with an appeal in the Head Start lawsuit. Finally he said that we will be having a fundraiser for Sherrod Brown after the board meeting on August 17. It will be a lunch and it is very important that it be successful. Ms. Robinson asked about who would be invited and how many people would make it successful. She suggested that agency staff members be invited. Mr. Brightbill said we should ask for a minimum of \$200 donations since it's for a U.S. senator. Mr. Cole stressed the importance of the event and said that we will send out details later.

**Personnel Report: Tim Donnellan**

Nothing to report

**Veteran's Committee: Robert Hamilton**

Mr. Hamilton reported that all of the agencies in the program received and returned contracts. OACAA had individual calls with each agency to justify their program. We requested a waiver from OCA to serve people at 200 percent of the poverty level with CSBG for the program, but it was denied. He said he does not think that will be a problem. There will be an advance check sent out to each agency, \$10,000 for those with grants for \$100,000 and \$5,000 for grants for less than that. There will then be monthly reimbursements and reporting. The committee will be scheduling a conference call to make sure everyone is on the same page. Ms. Robinson asked

when the program will be replicated for other agencies. Mr. Hamilton said he thinks there will be more federal money and possibly state money available because of the support for veterans and the large number returning. This program will help us demonstrate our capabilities and thus help us get that money. OCA has not said that they will duplicate the program next year, give us the same money next year or if there'll be any additional money.

#### **Best Practices Report: Bambi Baughn**

Nothing to report

#### **Partnership Report: Joe Devany**

Ms. Robinson gave the report since Mr. Devany had to leave the meeting early. Ms. Robinson reported that the conference is August 18-22 in New York and that the conference hotel is almost full. All six CCAP candidates from Ohio passed. The Partnership is contracting to strengthen their internal personnel procedures. Ms. Robinson said that she feels the Partnership is not as close to us as they used to be. She reported that elections are this year. Everyone is running unopposed at this time. She said we want Mr. Devany re-elected and voting is during the Region 5 caucus so everyone needs to be sure to attend. A discussion was had on how voting works.

#### **Energy Report: Joe Devany**

The report was given during the Legislative Committee and Executive Director's report. Mr. Mermis then gave his report from the Legislative Committee and Executive Director's report. Mr. Mermis said that after the storms came through Ohio, affecting hundreds of thousands of people, he and Mr. Cole reached out to Dawn Larzelere in the governor's office to let her know what Community Action Agencies do to help people in emergencies. She was very receptive and they discussed sitting down with the FEMA director to let him know about CAAs and how they could help. At that time they came up with the idea of putting together case studies to show the efforts that were done by CAAs after these storms. Ms. Stoker put that together and Mr. Mermis gave it to the governor's press secretary and Ms. Larzelere. It was well received. It is Mr. Mermis' hope that the governor will mention these actions when he gives the State of the State in January. Mr. Mermis will work to make that a reality and start planting the seeds.

Mr. Mermis also said that he believes the state is close to hiring a replacement for Mr. Sunday. Regarding recompetition for Weatherization, Mr. Mermis said that the administration has not invested the time to learn about the issue, and when they do, they will see the problems with competition. Ms. Lazelere is very receptive to having us educate her on the flaws with the model. He concluded by saying the legislature is quiet right now with upcoming elections.

#### **Head Start Report: Rodney Reasonover**

Nothing to report

#### **Agency/District Reports**

Nothing to report

#### **Old Business**

No old business

**New Business**

Mr. Brightbill mentioned that a notice was sent out by David Bradley that he needs \$8400 quickly. He encouraged everyone to support this effort. Mr. Cole mentioned that Mr. Bradley has asked him to help get other states to contribute as much as Ohio does.

Motion to adjourn by Mr. Brightbill. Mr. Norris seconded. The meeting was adjourned.

Respectfully submitted,

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Janice W. Warner, Secretary

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Date