



## Ohio Association of Community Action Agencies

### Ohio Association of Community Action Agencies Board of Trustees Meeting September 20, 2013 Sheraton Columbus Hotel at Capitol Square Columbus, Ohio

**Members Present:** Gwen Robinson, President; David Brightbill, First Vice President; Janice Warner, Secretary; Ruthann House, Treasurer; Joe Devany; Tim Donnellan; Wayne McLaughlin; Cheryl Thiessen; Tom Reed; Ken Kempton; Gary Ricer; Al Norris; Judith Barris; Bambi Baughn; Robert Hamilton

**Members Excused:** Robert Chilton, Second Vice President; Gary Obloy; Jacqueline Middleton; Rodney Reasonover; Malcolm Costa; David Shea; Deb Gerken; Greg Hopkins

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

**Guests Present:** Jim Mermis and Paul Kudlak, Junto Company; Randy Hunt and Melissa Stanford, DSA; Mary Pockl, Snodgrass; Larry Price, Price Consulting; Stanley Lowe, EOPA; Jackie Boehnlein, LCCAA

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

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

Mr. Robinson asked if there were any changes to the agenda. Ms. House asked that a presentation of the audit be added under the Finance section. Mr. Brightbill moved to approve the agenda with the addition. Mr. Kempton seconded. The agenda was approved.

Ms. House moved to approve the minutes. Mr. Devany seconded. The minutes were approved. Ms. Robinson acknowledged and welcomed Mr. Lowe, the new executive director for EOPA.

#### **ODSA Report: Randy Hunt**

Mr. Hunt brought the board up-to-date on the recent NASCSP conference. The conference was divided into two sections, Weatherization and CSBG. Ohio was recognized in two different manners during the conference. Katrina Metzger was elected as an alternate to the

Weatherization board. Mr. Hunt commented that Ohio is getting national recognition thanks to the work that agencies do.

Mr. Hunt then provided a budget update for Weatherization. For 2013, Congress only provided \$68 million nationwide for the program, which the DOE does not yet have in hand. The DOE also found \$75 million internally to commit to Weatherization. This shows that DOE does have a commitment to Weatherization. Mr. Hunt understands the fix agencies are in waiting for funding, and they are working on it. For 2014, the President has proposed \$184 million, the Senate proposed \$190 million and the House proposed \$77 million. The fiscal year will end October 1, so there will probably be a continuing resolution, which would regress back to 2013 dollars and include the sequestration. The DOE is working with Congress to have the program addressed as an anomaly, which would give an opportunity to fix this issue or they may make an amendment. He also announced that on October 16, the White House is having a Weatherization event and he has information on it if anyone would like to go.

Ms. Stanford acknowledged Steve Wheeler in regards to the award Ohio received for the IS report at the NASCSP Conference. During the conference, the CSBG portion of the conference covered the organizational standards, ROMA the Next Generation, and standards for federal and state administrators. She said we are still grappling with how to handle the President's request for outcomes and taking input. Ohio does have a potential opportunity to work with a pilot project for ROMA the Next Generation.

Ms. Stanford informed conference attendees that Ohio was piloting the standards with agencies. She said this was well received and considered a best practice. In the discussions for standards for federal and state administrators, attendees encouraged them to be as objective as possible instead of subjective, which is the case with some of the standards now. They are still being worked on. There is some work being done on federal circulars. She said it sounds like some will be combined into one, but that is still being discussed and is something they will watch out for. Ms. Stanford commented that there was a lot of information, but not a lot of answers.

Mr. Hunt reported that there was a meeting last month in Denver that laid out standards for Weatherization. Some have questioned the need for these standards, but it ties back to the budget issues. Some Congressional supporters remember bad press and issues from the past. Mr. Hunt said we want to show our supporters that these issues have been addressed and we have standards.

Mr. Hunt also reported that HEAP training starts next week. He said they are also still working through rule revisions for PIPP.

Ms. Robinson asked for those who piloted the standards if there was any feedback. Mr. Hunt said it was discussed that there was not any communication with the agencies or back and forth and that that was a weakness. Ms. Stanford said that they were trying to see how the standards were viewed by agencies versus the state to see if there was any misinterpretation. She said she informed them that Ohio is finding fewer issues because a dialogue has occurred with the pilot agencies.

Agencies are mostly meeting the standards and what they're not meeting are little pieces, such as having a strategic plan. Ms. Stanford commented that she thinks we're doing well and the vast majority of agencies are meeting the standards now.

Mr. Brightbill commented that he hoped that training for states was discussed because right now it is up to the field reps to determine how to interpret issues. Ms. Stanford said that was discussed and there was going to be T/TA and templates and examples were being created to help with this issue. Mr. Hunt commented that they have been working on consistency with the field reps with monitoring and have even created a script for them to follow. They're working on training, but people are people and some might drill down further in areas where they have expertise. Mr. Hunt said they recognize this as an issue and are working on it.

Ms. Stanford announced that a new field rep, Susan Miller has been hired. She has lots of experience and is going through training now and will be assigned agencies soon.

Mr. Devany stated that the Partnership has funding for training for monitoring and implementation of the standards. Ms. Stanford cautioned that she did not want to be consistent to a fault, that the needs of individual agencies need to be addressed and the size and circumstances need to be considered.

Ms. Robinson asked ODSA to host a roundtable for agencies to discuss the expectations with the field reps. Mr. Devany suggested they wait because the standards have not been implemented. Ms. Robinson said she thought a dialogue would be good so that we are prepared.

Ms. Robinson also acknowledged Ms. Boehnlein as a guest and thanked her for coming.

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

Ms. House reported that the Finance Committee met that morning. She also reported that only one agency is outstanding for half of the year dues, which is very good. She said that there was a minor adjustment to the financial report and explained the new layout and added columns.

Mr. Reed moved to accept the financial report. Mr. Ricer seconded. The motion passed.

#### **Audit Presentation: Mary Pockl**

Ms. Pockl reported that she met with the Finance Committee that morning and reviewed the audit in detail and that she would now provide an overview to the board. For accounting practices there were no new significant policies or changes, no unusual transactions or accounting estimates. It was consistent with prior years. There were no audit adjustments. The accounting was transferred from an agency to in-house, which went well. The audit went well. There were no disagreements with management. There were no significant deficiencies or material weaknesses.

As a best practice they recommend we consider including an agency-wide financial statement similar to the revenue and expense sheet to show cash balance. The independent audit report shows a clean report. The combined schedule findings and auditor results were an unqualified

opinion. There were no findings on major programs, which the major program this year was the HUD lead program. OACAA is considered a low risk grantee.

Ms. Pockl said she reviewed the financial statements in detail with the Committee. There is a healthy fund balance. The OACAA unrestricted funds are down though and we should watch that they don't go down much further.

Mr. Ricer motioned to accept the audit report. Ms. Reed seconded. The motion passed.

Ms. Pockl also announced that the Wheeling office of Snodgrass is separating to form a new accounting firm. She said that clients should not notice a difference in services and existing contracts will be honored.

#### **President's Report: Gwen Robinson**

Ms. Robinson stated that she is impressed with OACAA's financial position. She also reported that the Strategic Directions Committee of Ms. Warner, Ms. Middleton, Ms. House, Mr. Devany and Mr. Kempton would be adding three non-board members. The committee will be looking at where we are today and where we want to be in five to 10 years. The committee needs to meet. We will get notices out and she will identify the new members. Ms. Robinson also reported that Ms. Gerken needs to select a new district 1 representative. She said that she would like to thank the OACAA staff for keeping members in the loop about the Affordable Care Act. There is a lot we need to know and understand that we need to stay on top of.

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

Nothing to report

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

Ms. Warner deferred to Ms. Stoker. Ms. Stoker reported that OACAA's annual report was distributed on August 26, to member agencies and the general assembly and a press release was sent to the media. She also reported that a new web page was launched on the OACAA website on September 18 that provides links to information on the Affordable Care Act. She also mentioned that 165 people joined the OACAA mailing list, largely due to attendees of the Reentry Conference.

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

Mr. Hamilton reported that the Reentry Conference was scheduled for September 24-25 in Columbus and would provide 8 CPEs. The conference has 250 registrants. He also reported that onsite trainings are continuing and Summer Conference numbers would be available at the next board meeting.

#### **Veteran's Committee: Robert Hamilton**

Mr. Hamilton reported that all of the pilot sites have had their contracts extended to December. We are collecting final customer data and final evaluations are due by November.

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

Mr. Cole reported that former Ohio Supreme Court Justice Evelyn Lundberg-Stratton has been developing special local courts for veterans. Because of the success of our pilot vets program, she invited us to attend a meeting today.

Mr. Cole also discussed that the Governor is pushing for Medicaid expansion and looking into how to do that without the general assembly, possibly through the Controlling Board. This was done for the stimulus and other things. It is reallocating money or accepting money from the federal government. Chris Redfern has criticized this idea and questioned the constitutionality.

Mr. Cole said he would like to do a press release and/or letter to the editor commending the Governor for looking at other means and explaining that utilizing the Controlling Board is not unconstitutional.

Mr. Devany moved to create a press release and/or letter to the editor commending the Governor for looking at alternative means. Mr. Hamilton seconded. A discussion was had on the need to expand Medicaid. The motion passed.

Mr. Cole also reported that OACAA would like to have the Summer Conference for our 50<sup>th</sup> Anniversary in Athens where the War on Poverty started. Mr. Devany moved to have the Summer Conference in Athens. Mr. Ricer second. Mr. Brightbill abstained from the vote due to a conflict of interest. The motion passed.

Ms. Boehnlein questioned why the conference was going to be held in May and said that it conflicted with Head Start. Mr. Brightbill said it was the only time available because of Ohio University's orientation in June.

Mr. Cole reported that HB 230 sponsored by Rep. Cheryl Grossman allows restaurants and other institutions to donate unused food to food banks and get refundable tax credits. He has suggested offering the same incentive to individuals because of the proposed cuts to food stamps. Mr. Kudlak commented that when they met with Rep. Grossman she was agreeable to the change and didn't think it would be a problem getting it in the bill, but she will be out of state until the beginning of October. Other states already do offer this type of incentive.

Mr. Cole also discussed that Advocates for Ohio's Future, a collection of numerous nonprofits trying to set policy for poverty, has asked us to join. He said he thinks it's a good time to join and recommended making a contribution of \$1,000 from unrestricted funds.

Ms. Warner motioned to make the \$1,000 contribution to Advocates for Ohio's Future. Mr. Reed seconded. The motion passed.

MACAA conducted Emerging Leader training for new executive directors in Columbus. Mr. Cole and Mr. Donnellan presented and Ms. Barris and Mr. Lowe attended. Ms. Barris said the networking was good, but would not have seen the program as worthwhile if it wasn't in Columbus. Mr. Cole suggested an Ohio focused curriculum for new executive directors and asked if anyone was interested in working on it. Ms. Warner commented that there are a lot of

other training programs available. Mr. Brightbill commented that the timing would be an issue, that we would need to be able use it when we need it, possibly hold it on-site. Ms. Barris said that would take away from the valuable networking aspect. Ms. House suggested the Strategic Directions Committee should discuss the issue. Ms. Robinson agreed.

During the state association training at the NASCSP conference, Mr. Cole said there was a discussion of HHS creating a super computer starting with entering information from the ACA and adding other programs, such as HEAP. It sounds like this would either duplicate or eliminate what the state is doing. Mr. Cole asked Mr. Hunt and Ms. Stanford if they heard anything about this. Mr. Hunt said he heard discussions about states improving their data management and collection. Ms. Stanford said there have been preliminary meetings on the types of data they're thinking of keeping with HEAP, but nothing on a super computer.

Mr. Cole next reported that OACAA is working with a couple of agencies that needed assistance. EOPA is seeing real progress. He asked Mr. Lowe if he agreed. Mr. Lowe said the progress has been superb and the assistance has been invaluable. He appreciated Mr. Cole speaking to his board and plans to continue to be engaged with the support provided. Mr. Cole said that Sources is also making progress and he has confidence in the new executive director Kirk Moriarty.

In regards to CLS, Mr. Cole mentioned that it has been discussed in past board meetings how they have not accepted OACAA's assistance and offers of assistance. Apparently during a meeting between CLS and ODSA, CLS said that OACAA refused to help them. OACAA gave a recommendation letter to CLS and ODSA in October. Mr. Cole said that OACAA is still willing to help CLS, but at some point they have to accept the help offered.

Mr. Hunt said that after the most recent audit they called and asked CLS Executive Director Denise Birt and their executives to meet with ODSA. They reviewed the audit and financial issues and put them on notice. Once put on notice, they have time to respond. He said that CLS does have a new board president that he thinks will be helpful.

Next Mr. Cole reported that the Certified Application Counselor program seems to be the same as the Navigator program, but there is no funding for it. Anyone can apply to be a CAC. The Navigator program is having issues with not getting information from the federal government. CAC's cannot make recommendations and cannot submit enrollment for individuals. At this time there are no plans for OACAA to apply for CAC as a group.

Mr. Devany asked if registering or helping individuals was going to be a certified CSBG activity. Mr. Hunt said he had not heard anything about that. Mr. Devany said that he has discussed the issue with Jeanne Chaffin because CAAs would need a waiver to help people at 200 percent of the poverty level.

Mr. Cole also said that he and David Bradley went to Ashtabula and met with Congressman Joyce. He said Ms. Barris and her staff did a wonderful job. Congressman Joyce was impressed with the agency. They wanted to focus on CSBG and he thinks Congressman Joyce understands the many strengths of the program. He is a key member of the Appropriations Committee and a

moderate republican. Mr. Bradley gave him a contribution. Mr. Cole suggested that if agencies have a chance to meet with a member of Congress they should do so.

Mr. Cole reported that OACAA is continuing to work on involvement in the shale oil and gas industry, but it has not been as productive as we had hoped. Companies are still bringing in people from out of state. There will be a meeting next week to discuss how to improve our position. We are working to model Mr. Kempton's plan, which works, but there is no funding.

CCAP training will be held in Ohio October 17. The cost has been reduced. If anyone is interested they should let Mr. Cole know. In regards to the by-laws, two issues have been raised, district and member meetings. Mr. Cole asked if anyone had any other thoughts to let him know. Ms. Robinson asked that board members discuss this in their district meetings and that board members look at the by-laws and share their thoughts.

**Personnel Report: Tim Donnellan**

Nothing to report

**Energy Report: Joe Devany**

Nothing to report

**Head Start Report: Rodney Reasonover**

Nothing to report

**CAPLAW: David Brightbill**

Mr. Brightbill reported that Anita Lichtblau resigned effective October 1. Eleanor Evans is the new executive director. The next board meeting will be November 14-15 and the next conference will be in New Orleans.

**Partnership Report: Joe Devany**

Mr. Devany reported that Region V donated over \$103,000 to the Partnership to defray the costs of the convention. Dalitso Salimoyo had the opportunity recently to meet with the President at an event in Illinois.

John Edwards, the former chair of the Partnership attended his last meeting as Past President and indicated that he will be retiring from Community Action at the end of this year and will be available for consulting.

The Partnership has received \$3 million in Veterans grants working with WSOS. They have also received a grant to work with the Corporation for National Service using VISTA volunteers to assist in enrolling participants in the Affordable Care Act. IMPACT and the Community Action Partnership of the Greater Dayton Area are participating agencies.

The draft Community Action standards were submitted to OCS on July 10, 2013. Although revisions are anticipated, to date the only change was the removal of the word "Performance" from the title. The standards should be given at least one year to come into full use. The Partnership is applying for continuation funding to further work on aspects of the standards.

A Learning Communication grant has been submitted to develop a website for evidence-based materials and to assist with the replication of best practices, also to work with the state associations in replicating learning communities.

CAFI will be doing its first grant for \$250,000 in conjunction with an \$11.6 million tax credit deal in rural Virginia – the Hayden Village Center project. The project is the renovation and expansion of a historic high school in southeastern Virginia.

Mr. Devany also reported that Partnership Treasurer Brad Ridge gave a finance report. The 990 has been filed. Cash flow is currently running behind expenses for the Partnership, but it hopefully will be on track with the conference receipts by the end of September. Over 1,000 registered for the conference and room commitments were met. The aforementioned grants should also be kicking in to defray expenses after October 1.

The Partnership board voted to donate \$10,000 to David Bradley. David Bradley and Jeannie Chafin and the Governor of Illinois all spoke at the Partnership conference. There were also numerous sessions on the standards, a Head Start Town Meeting and sessions on the Affordable Care Act.

Mr. Devany said that Peter Kilde of Region V gave a report on the New Realities. The groups that he is working with are seeing an increase in interest for a national meeting/conference as a result of the effects of global warming. Mr. Kilde continues to work to insure that Community Action has a seat at the table throughout this process.

Mr. Devany reported that there has been no word yet from Kresge regarding the Region V proposal that Arnie Anderson has been working on. Also, 40 new CCAPs will be awarded at the Partnership conference banquet. A new price reduction is being revised to benefit multiple awardees from agencies.

Mr. Devany also reported that although there was no Weatherization report, Don Mathis said that the Denver DOE meeting seemed highly critical of the Weatherization program. These sentiments were echoed by Harlan Tardy at the MACAA meeting.

### **Agency/District Reports**

Nothing to report

### **Old Business**

No old business

### **New Business**

Mr. Mermis commented that at a high dollar fund raiser event he attended a couple of weeks ago in Youngstown, the Governor spent about 90 percent of his time stressing the importance of Medicaid expansion. He also stated that this organization needs to walk a fine line with a public statement.

Mr. Kudlak informed the board that Senator Tavares will be speaking at breakfast during the Reentry Conference. He also said he received an email from the Governor's office for a meeting next week regarding the public health issue.

Motion to adjourn by Mr. Ricer. Mr. Hamilton seconded. The meeting was adjourned.

Respectfully submitted,

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Janice W. Warner, Secretary

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Date