



**Ohio Association of
Community Action Agencies**

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
October 18, 2013
Sheraton Columbus Hotel at Capitol Square
Columbus, Ohio**

Members Present: Gwen Robinson, President; Robert Chilton, Second Vice President; Janice Warner, Secretary; Ruthann House, Treasurer; Joe Devany; Tim Donnellan; Cheryl Thiessen; Judith Barris; Robert Hamilton; David Shea; Deb Gerken; Greg Hopkins

Members Excused: David Brightbill, First Vice President; Gary Obloy; Jacqueline Middleton; Rodney Reasonover; Malcolm Costa; Wayne McLaughlin; Tom Reed; Ken Kempton; Gary Ricer; Al Norris; Bambi Baughn;

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, Melissa Stanford and Sharon Smith of DSA; Don Thiessen

Ms. Robinson called the meeting to order and announced that since we did not have a quorum yet we would start with non-action items and meet as a Committee of the Whole.

Ms. Warner called the roll and stated that we were one short of a quorum.

ODSA Report: Randy Hunt

Mr. Hunt reported that Congress reached a budget agreement for HEAP and the legislation authorizes HHS to front 90 percent of the program. Ohio is in good shape because we have carryover money. He said that he expects the new money by mid-November, but because we have the carryover money we will be ready to go on November 1.

He also said that DSA is trying to finalize the HEAP grants. It is taking a while, but should move quicker next year when it is in OCEAN. Some of the delays come from corrections and things missing on applications. This back and forth takes longer with paper applications.

Regarding CSBG Mr. Hunt said they are working on the next two year grant cycle and are hoping to get approvals finalized before Christmas so they'll be ready January 1. He reminded board members that the more complete applications are the faster the process goes.

Ms. Stanford commented that with the new HEAP process in OCEAN, it will not accept applications that are not complete. She also said that one of the issues they've been seeing is budgets that don't add up or things are being charged to the grants that are not supposed to be. She thinks OCEAN will help with this.

Mr. Hunt also reported that they are working on a response to the OIG report regarding HWAP. They met with the Policy Advisory Committee during the OPAC conference and had good input. The OIG report had no hard findings, more policy suggestions, a lot of which will be addressed with upgrades to OCEAN, which they will continue to do along with some policy tweaks. He said that they have a good response and will meet the OIG's deadline and then should be able to move forward.

Ms. House asked him about providing specific responses from the agencies cited in the report. Mr. Hunt said that they were not doing that, that they were not pushing back and that individual agencies can review the issues mentioned. Ms. House said that her agency did review what was cited for her agency and it was not accurate and asked if they wanted her response. Mr. Hunt said they didn't need it, but it would be helpful.

Mr. Cole asked if DSA was not planning to deny what the OIG report said, but if they're going to affirm it. Mr. Hunt said they're not really affirming or denying, they're just saying thank you for the suggestions, that the IG is saying there's a potential vulnerability with this, this is how DSA is going to address it.

Mr. Shea moved that we move out of committee and into a board meeting. Mr. Hamilton seconded. Ms. Warner took the roll call again. A quorum was established.

Mr. Robinson asked if there were any changes to the agenda. There were no changes. Mr. Hopkins moved to approve the agenda. Ms. Gerken seconded. The agenda was approved.

Ms. House moved to approve the minutes. Ms. Thiessen seconded. The minutes were approved.

Finance Report: Ruthann House

Ms. House reported that we are in a good position and have a margin as of the end of September. We are in good shape and there are no programmatic issues. Grants that are pass-through will be spent by the end dates. She moved that we place the financial report on the audit file. Ms. Thiessen seconded. The motion passed.

President's Report: Gwen Robinson

Ms. Robinson reported that there was a Strategic Directions Committee this morning. They had a good discussion and she appreciated those who attended for coming. They had a heartfelt discussion about the environment we are operating in and how we are different from everyone

else, but trying to blend in. The committee will discuss a strategic direction for Community Action with a focus on sustainability and put together a proposal.

Social Enterprise/Marketing Report: Robert Chilton

Mr. Chilton reported that the survey is complete and should go out today. He said that the survey is broad and general. They are trying to identify which agencies have a social enterprise. This will be followed by contacting those agencies.

Public Relations Report: Janice Warner

Ms. Warner deferred to Ms. Stoker. Ms. Stoker reported that the PR Group had a conference call and is going to start having regular calls. The next one is scheduled for December 4. They discussed the 50th anniversary and showcasing the 50 best things about Community Action by highlighting Ohio's 50 Community Action Agencies. She said she will send out an email in the next couple of weeks asking each agency to submit one success story that exemplifies the best of Community Action. We will then post a success story once a week throughout next year on our blog and send out an email announcing that week's "best" story to our full mailing list, the general assembly and the media, as well as promoting them on Facebook and Twitter. We will also create a toolkit for agencies with ideas for celebratory events, sample press releases, talking points, letters to the editor and more.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that the Winter Conference will be January 29-31 at the Sheraton. The Summer Conference total expenses were \$162,585.03. The revenue was \$48,344. Ms. Robinson asked about the evaluations from the Summer Conference. Mr. Cole said we would send her a summary.

Mr. Hamilton also reported that the Reentry Conference had 185 attendees. Ms. Robinson commented that a lot of work goes into the planning of these conferences and said that the OACAA staff should be applauded. Mr. Hamilton agreed stating that even though we're not even to Winter Conference, planning is already being done on Summer Conference and said the staff does tremendous work.

Legislative Committee and Executive Director's Report: Phil Cole

Mr. Cole reported that during the Strategic Directions Committee meeting the idea of doing local poverty meetings with every agency on the same day was discussed. The idea included having Don Mathis lead the charge. Mr. Cole asked the Board for their thoughts on that idea. The Board discussed this and thought that it was a good idea. Mr. Cole asked Mr. Devany if he would take it to the Partnership Board to get their support and he said he would.

Mr. Cole also reported that he spoke with Enroll America about ways agencies could get involved with enrollment in the Affordable Care Act. They understood that it would be good to get Community Action involved because of our connections with communities, but did not have any money to fund an effort. One option we are looking into is working with the Ohio Health Underwriters to place an insurance broker or agent at agencies to assist people. There might be funding for this through Philanthropy Ohio. Mr. Cole asked the Board if they would be interested

in this option. The Board discussed the idea. There was some interest. Mr. Cole said he would talk to the Ohio Health Underwriters.

Mr. Cole said that the Controlling Board will meet Monday to vote on expanding Medicaid. He thinks it will pass. There are also three other bills in the legislature regarding Medicaid. Senator Burke's bill S.B. 206 focused on reform, Rep. Sears' H.B. 176 focused on expansion, and Rep. Becker's bill focused on reducing Medicaid. Mr. Cole spoke with Rep. Becker to ask him why he wanted to reduce Medicaid and he responded that he believes there is abuse in the system.

As discussed at the last Board meeting, Rep. Grossman has sponsored H.B. 230 that gives tax credits to certain businesses that donate to food banks. OACAA met with Rep. Grossman about expanding the tax credit to individuals as well if they donate to agencies that host food pantries. The amendment is ready to go. Mr. Kudlak said we are taking positive steps forward.

As mentioned in previous Board meetings, CLS has been having financial difficulties. As a result, the state decided to temporarily award their HEAP grant to DMU. Mr. Hunt said that they are working with CLS. They have submitted a quality improvement plan, but the state is not comfortable giving the agency such a large grant while they owe. Hopefully CLS can meet the thresholds of the quality improvement plan. They have hired a new CFO and Mr. Hunt said he has spoken with the board chair and he seems motivated. Mr. Hunt said he hopes they become a stronger agency through this process.

Mr. Cole said that the new CFO comes from Honda and has a strong background. Also, Toni Graves and Ray Roberts are working with CLS. DMU will also work closely with CLS and is going to keep their HEAP staff.

Mr. Cole said that he believes SOURCES is on the right path and they have a good new executive director. They gave their response to the audit. Mr. Hunt said the response included several banker boxes full of information and from what he can tell liability insurance would cover their losses from the audit. Weichert Insurance has agreed with that and said they will pursue the responsible parties. This is an example of the importance of understanding fiduciary responsibility.

Mr. Cole said that things are going well with EOPA and Mr. Hunt agreed. MYCAP is having issues with a summer feeding program that had problems in 2010. The problems were not with how the program was run or a misuse of funds, but was over a failure to file an amendment to the budget. The Department of Education did an audit and issued questionable costs on almost everything in the budget. Because the executive director was gone during the time allowed for a response, there was not a timely response provided. The new executive director asked for an extension, but it was denied.

They had thought they worked out an agreement with the USDA, but the Department of Education recently sent a letter saying they want the entire amount paid back by November 1 and are going to disqualify all past and current leaders. MYCAP has contracted with a good law firm and OACAA's agreement with Vory's Advisors and may be able to assist. If they are not able to

resolve this issue it would close the agency down. The Board discussed the ramifications of this issue.

Mr. Cole noted that CCAP training is available and that with that and the Strategic Directions Committee, perhaps we should consider training for new executive directors to educate them on the types of things to give their boards. He commented that when we see agencies having problems, usually the boards are either not involved or too involved. The board discussed the idea. It was discussed that local politics plays a huge role, but standards and tips for navigating politics would be useful.

Mr. Cole asked if a committee should be formed to work on a curriculum. Ms. Robinson said she'd like to discuss the issue with Mr. Cole further before moving forward.

Mr. Cole then reported that OACAA had a meeting with the state about their grant. Mr. Hunt said that when Ms. White spoke at OACAA's Summer Conference she mentioned that there was new leadership and that they were setting a higher bar. As such, the state is looking at every grant and project. Mr. Hunt explained that the state is trying to lay out the expectations that they have. They're putting together a flow chart and will give OACAA time to respond.

Ms. White would like to see more regional trainings and has identified some key areas, such as board and fiscal training. As with all grants, reporting is tied to reimbursement. The state has also added a marketing standard to include on OACAA publications that shows DSA's involvement as a partner. Mr. Hunt also said that not all of the money was spent for OACAA's grant last year, so they are starting with a conservative amount and setting expectations. They want to see the proposal that OACAA comes back with based on these expectations. Mr. Hunt also said that he does not know where they are going to be with T/TA funding through CSBG. Last time they absorbed the reduction, but they don't know if they'll be able to do that again or what they're going to get. There may be cuts across the board, so they are erring on the conservative side. They would like to have the grant in place by January and continue with a January renewal cycle.

Personnel Report: Tim Donnellan

Nothing to report

Veteran's Committee: Robert Hamilton

Mr. Hamilton deferred to Mr. Summer. Mr. Summer reported that we are closing out the program. All six agencies have submitted customer level data. He said he expects to have an evaluation completed by the end of November.

Energy Report: Joe Devany

Mr. Devany reported that he was unable to attend the PAC meeting. He also mentioned the Inspector General Report on Weatherization, which Mr. Hunt discussed earlier. The state is responding to the report.

Partnership Report: Joe Devany

Mr. Devany reported that he has communicated with Denise Harlow regarding the proposed standards. As of last week there has been no response from the federal government regarding the standards. The Partnership is moving forward with developing guidelines. As a member of the committee, Mr. Devany has reviewed the guidelines, which are not available for public review yet. From his observation, at this point the guidance is not overly demanding, however, he believes that it needs some meat put on it to define some of the standards more, such as what exactly is a risk assessment.

Mr. Hunt mentioned Senate Bill 58, which looks at dialing back energy efficiency issues and said it is something we should look at. Mr. Devany said that OP&E is looking at it and will take a position.

Mr. Mermis commented that they will be at the Controlling Board meeting on Monday and that he is optimistic that Medicaid expansion will pass.

Mr. Cole said that there is an NCAF webinar about the reauthorization.

Head Start Report: Rodney Reasonover

Nothing to report

CAPLAW: David Brightbill

Nothing to report

Agency/District Reports

Nothing to report

Old Business

No old business

New Business

Mr. Chilton asked if any agency has outsourced their call center and said if so, he would like to speak with them. Ms. Smith said that the state's new IVR system should be up and running in January and agencies will be access that.

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

Respectfully submitted,

Janice W. Warner, Secretary

Date