

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
November 16, 2012
Sheraton Columbus Hotel at Capitol Square
Columbus, Ohio**

Members Present: Robert Chilton, Second Vice President; Joe Devany; James Powell; Al Norris; Tim Donnellan; Wayne McLaughlin; Bambi Baughn; Tom Reed; Gary Ricer; David Shea; Deb Gerken; Rodney Reasonover; Robert Hamilton

Members Excused: Gwen Robinson, President; David Brightbill, First Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Charles Chipps; Ken Kempton; 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: Melissa Stanford, OCA; Larry Price, Price Consulting; Jim Mermis, Junto Company; Dave Rinebolt, OP&AE

Mr. Chilton called the meeting to order.

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

Mr. Chilton asked if there were any changes to the agenda. There were not any changes. Mr. Ricer moved to approve the agenda, Mr. Norris seconded. The agenda was approved.

Ms. Gerken moved to approve the minutes, Mr. Reed seconded. The minutes were approved.

ODOD Report: Melissa Stanford

Ms. Stanford reported that the Winter Crisis program began November 1. She said that the agreement was late and apologized for the inconvenience. They are aware of the problems and are working with the legal department. She also reported that one of the field reps resigned. The remaining field reps are assisting in covering the area. A list of which field reps will be covering which areas was sent out and that will remain until someone else is hired, which they are looking to do quickly.

Ms. Stanford also said that OCEAN crashed at the beginning of the HEAP season, but they were able to get it back up and are continuing to monitor it. Phase 2 of the contract of OCEAN has been approved and is going forward. They will be having an OCEAN meeting in early December.

A draft RFP for HWAP is completed and is being reviewed by the legal department. It is expected to be issued December 1, then there will be a question and answer period. The pre-application will be due December 31. There will also be public hearings in the spring. Ms. Stanford said she believes they are on target with their timeline. The county allocation should be posted on the website soon. It was based on 2004 data using new Census data and supports PIPP and EPP.

Finance Report: Greg Bollenbacher

Mr. Bollenbacher reported that there are no changes in the membership dues through October. Invoices for 2013 will be sent out next month. He explained that combined OACAA and OCATO information show a net profit. We have a few additional revenues, but with ongoing expenses, we could be looking at a deficit by the end of the year. We have to look at decreasing expenses or increasing revenue. We also need to discuss a transfer from OCATO to OACAA. Mr. Cole said that we are renegotiating costs that can be negotiated. He also explained that OCATO was started just to offer training, but the rules about funding 50C(4) organizations has changed so funding goes to OCATO. This is working the way we expected.

President's Report: Gwen Robinson

Nothing to report

Social Enterprise/Marketing Report: Robert Chilton

Nothing to report

Public Relations Report: Colleen Stoker

Ms. Stoker reported that she had contacted every member to gauge their interest in participating in the public relations campaign where newspaper inserts would be created to promote Community Action in Ohio. She said that 38 agencies were interested in participating, six said no, one said maybe, one was unsure, one never responded and the three non-member agencies were not contacted.

Two options were given, one where a generic version for the state would be created, but the back cover would be changed with regional agency information based on where the insert was distributed. The other option was for regional versions. Sixteen agencies wanted one generic version, 18 wanted regional versions, one wanted a generic version without changing the back cover, and three didn't respond.

With 38 agencies participating, the costs for one generic version would be \$763 and the cost for regional versions would be \$1684. Only eight agencies were willing to spend over \$1000. Ms. Stoker explained that the majority of agencies were concerned about costs.

She suggested that we do one generic version and rather than change the back cover, list all of the agencies on the back, possibly with their website addresses, and have a call to action to visit a specific page on OACAA's new website for more information on an agency in their area, possibly to donate or volunteer at an agency in their area, or sign on to a letter to their representative showing their support of Community Action. The visits to this webpage can be tracked, giving an ROI that can be reported back to board members, and if it is successful we can look into doing regional versions. The option was discussed. Mr. Reed moved to proceed with that option. Mr. Hamilton seconded. The motion passed.

Ms. Stoker also reported that OACAA will be having a photo contest on Face Book between Thanksgiving and Christmas in order to get more pictures of Community Action for the new website and other projects.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that the Winter Conference will be January 30 through February 1 at the Sheraton. More information will be sent out shortly. He referred the board to the list of trainings in the report. Mr. Hamilton also reported that the Training Committee had a conference call in response to the last meeting where there were apparently some questions from the board chair. He said that he is unsure what the questions were since he did not attend the meeting, but that this is not a new program, the Partnership and others had similar programs in the past. It is meant to help agencies in need and he thinks it's a good thing.

He and Ms. McClain also explained that OACAA is considering creating a new training arm, or intervention arm to assist agencies when they are having problems, such as financial issues. There will be a list of qualified people that will be paid to work for a set period of time to offer assistance. Mr. Chilton asked if it would essentially be crisis intervention. Mr. Hamilton said yes, the difference from the current training program would be it would be ad hoc, rather than a year-long contract. Mr. Hamilton moved that OACAA move forward with an ad hoc training arm and come up with a name for it. Mr. Devany seconded. After discussion the motion passed.

Mr. Hamilton said that another item discussed on the call was the IC program. At the last meeting the board chair had questions and mentioned revamping the program. Mr. Hamilton said we went through an extensive process two years ago, with Nick Sunday. Mr. Hamilton said it was his understanding that the chair wanted it revamped so that executive directors could serve as ICs, but they can now so he is unsure what needs to be revamped or if the request is just to end the program, but he noted he did not like addressing the issue without the person who had questions being present. Mr. Chilton asked if there were questions widespread or if it was something personal. Mr. Norris said it was his impression that it was something personal with Ms. Robinson that has to do with her agency. Mr. Chilton said it sounds like an internal issue that she was thinking should be addressed globally rather than internally. Mr. Hamilton explained that every IC has to be recommended each year. Mr. Cole said that he believed the previous motion to start an ad hoc training arm will take care of the issue. Mr. Donnellan said that if any changes are going to be made it should go through Mr. Hamilton's committee and he should make recommendations. Mr. Hamilton said the only problem he sees with the program is that we do not have enough ICs. We need recommendations from executive directors, especially for the new program. That would eliminate us having to use the same people over and over. A

discussion was had on the qualifications OACAA is looking for with ICs. Mr. Chilton said he is very supportive of the program and has three staff members serving as ICs. He said it sounds like the issue is a personal concern. He can see addressing it with the board if it is a broad concern, but it doesn't appear to be, so he thinks we can put it to rest.

Mr. McLaughlin said that at the last meeting he received a request to look into increasing the value of the membership meeting at conference. The selected committee for this task met and reviewed the current format and thought about ways to improve the quality. He said he believed it should be a vital part of the conference. An important component is the district reports, which are driven by the district meetings. We could increase the quality of those meetings. Their suggestion was to have Mr. Cole go to the district meetings to encourage participation. He said the presentations at the membership meeting need to be professional and with some planning we can make it impactful. Mr. Norris said as district chair, he thinks it would be helpful to have a list of talking points or an agenda to help drive the meeting a little and make it more interesting. He said he thought the idea of Mr. Cole attending was great, but we'd have to stagger the meetings. A discussion was had on the importance of increasing the profile of district meetings and the membership meeting. Mr. Devany said he did not agree. He has been going to membership meetings for 30 years and there have been good and bad, but the best rehash what happens at the board meetings. Membership meetings are a formality and no one attends the Partnership membership meetings either. He doesn't see a need to make changes. There was more discussion. Mr. McLaughlin asked if he should move forward. Mr. Hamilton said we should move forward and see if there's participation and if it's worth pursuing. Mr. Chilton said he thought it was in Mr. McLaughlin's purview to move forward.

Legislative Committee and Executive Director's Report: Phil Cole

Mr. Cole reported that HB 228 on family planning that he testified at last spring due to the restructuring of funding that would move us the bottom had been bogged down, but came up again on Wednesday. The bill passed, but was amended to move us back up the list.

He also reported that the summit we have planned on shale that we are doing with Zack Space is going to be a big deal. We have announcements and the agenda. This is supposed to be the next economic revolution in Ohio. We need to see that when it comes to workforce development, they come to our low-income people. We are bringing together parties to see how best to develop this. He said he is excited about the event and thinks it will be successful and will follow up after the summit.

He reported that some language was left out of the DSA legislation. We have met about moving that language forward and all have agreed we just need a vehicle to move in the lame duck session. It's not the end of the world if it doesn't move forward, but it will make things easier and we'd like to clean it up.

He mentioned that during the financial report a small shortfall with OACAA was mentioned as well as moving funds from OCATO. We have done this before. He is not concerned. The formula for conference revenue has been changed from restricted to unrestricted, but now they want to change it back to restricted and he's not sure why. There is no agreement yet, but it will affect us, but he's not sure how.

Next Mr. Cole reported that a group called One Ohio Now has been created that includes the usual health and human services organizations endorsing it. They want the state to focus on education, health and human services. They want to know if we will join. Mr. Reed motioned that we join the group. Mr. Devany seconded. The motion passed.

Mr. Cole reported that he sat down with Sherrod Brown's chief of staff in September and was told that Senator Brown was going to introduce the reauthorization during the lame duck session. He was waiting because he couldn't get a representative to sign on during the election, but he can now. Mr. Devany said that during a Partnership conference call with David Bradley they discussed this and he got the impression that it is not going to be introduced in the lame duck session, but in January or February. They are looking to get a sponsor in the House and considering McCarthy who is very supportive. Mr. Cole said the purpose is to show the administration that there is bi-partisan support. Mr. Devany said he also heard that competition is no longer an issue except for agencies that go down. Mr. Cole said he will follow up on when the legislation will be introduced.

Mr. Cole said OACAA has received an amendment to extend its lease for office space without a cost increase. Mr. McLaughlin motioned to stay with the lease. Mr. Norris seconded. The motion passed.

Mr. Cole explained that there are two agencies having issues. One is Sources. We've been working with them and believe the board will probably consider volunteering decertification and will recommend considering a merger with a contiguous agency. Mr. Chilton asked which agencies are contiguous. Mr. Cole said CLS, Lima and Dayton. He thinks the agency will merge with Lima, who is working with them now. A discussion was had on how the process would work.

The other agency having issues is CLS, one of the contiguous agencies to Sources. They have met with the state to discuss the issues and are working on audit issues. We have made recommendations, but they don't agree with us. Their senior nutrition program works at a loss and they have properties they should consider selling. They think they can sell two, but they don't see the problems as we do. There's nothing more we can do. They have to reach an agreement with the state.

Personnel Report: Tim Donnellan

Mr. Donnellan reported that they have received requests to do a wage comparison study. Mr. Cole has a firm and is working on it.

Veteran's Committee: Robert Hamilton

Mr. Hamilton reported that an evaluator has been hired and has begun work. The first report is due December 31, until then there will not be a lot to report, but most of the agencies are functioning as they're supposed to so far as he can see. The evaluation will be important because not all agencies are doing the same thing. Mr. Ricer asked Ms. Stanford if she knew the department's position on continuing to fund the program because he is seeing a need in his area. Ms. Stanford said she does not know the department's position, but they do see the need and

know it's important. The source for this project came from the utilities and she doesn't know if that's available.

Best Practices Report: Bambi Baughn

Ms. Baughn reported that the nomination forms were emailed and to date we've received one response. A reminder will be going out. Nominations are due December 3.

Partnership Report: Joe Devany

Mr. Devany reported that the Partnership had a board retreat and during the retreat there was a conference call with David Bradley. He thought the Democrats would pick up a total of 14 seats in the House. He thinks that they will get a deal and not go over the fiscal cliff. He does not trust the administration on our programs. Jim DeMint would very much like to cut poverty programs. Mr. Bradley would like to see a continuing resolution for the remainder of the 2013 program year – if there is a cut half way through the year it could be much more devastating (it would actually be a double cut). The savings would be compressed into the last six months of the year. He is anticipating changes in the House Labor HHS committee. In the CSBG re-authorization we need to stress the importance of local dollars and local control in the decision making process. There is also a need to stress the issues with the federal and state offices in re-authorization. The lack of control of states and feds has caused cash flow problems for local CAA's over the last 30 years. The administration views CSBG as their program that they do not support – this is why local support is a key with the House and the Senate. He stressed that we should refine our message and stress local control.

Mr. Devany also reported that the Partnership was awarded a grant to develop the Center for Excellence for standards. The working Committee has been reassembled and is required to have a finished product to the administration by July 31, 2013. NASCAP is working on the improved ROMA standards - ROMA THE NEXT GENERATION. The Urban Institute is what it means to operate a Community Action Agency - this is a democratic think tank. They are holding a major meeting in Washington to kick this off December 5-7. Many people have been suggested for this meeting. If someone gets an invite from our network they should attend.

The Partnership still has a T/TA grant in place for an additional year to support the network. Issues include fiscal, board governance and mergers. There may be some funding opportunities for CAP's with the Affordable Care Act, assisting in getting people enrolled and in navigating the system. The administration is interested in early childhood development issues in addition to Head Start. Community Action may be able to work with the administration in these endeavors. Issues include addressing the issue of poverty and the stress that it creates. They are looking to identify successful strategies.

The CAFI (Community Action Finance Institute) received \$600,000 in funding for administration and is making loans available to the network. They are required through this grant to develop 36.5 jobs. There is a continuing effort to identify innovative things being done by the network and to share them with other agencies. OCS is going to try to do more in emergency situations such as Sandy. In the new standards there will be a promotion of bundled services, and comprehensive services.

Energy Report: Dave Rinebolt

Mr. Rinebolt reported that there will be an OPAE board meeting on November 28. PIPP filings have been made and are having a positive impact. Riders are going down for all but AEP and Southern Power, which are going up. OPAE will be running HEAP training next year as four one-day sessions. The admin fees from utilities have gone towards other projects, such as OACAA's VETS project, while HEAP funds are going down. Mr. Rinebolt recommends those funds be used to offset increasing costs. He also said that gas prices are going to go up and pre-paid metering for customers continues to lurk.

Mr. Rinebolt also reported that he has continually raised to the Department of Development concerns that competition for HWAP will have a negative effect because of the uncertainty. We need the utility money if funding declines, but if we're not spending it, it can't be justified. We do have some contracts, so it won't affect us immediately, but if benchmarks go away then our leverage to negotiate goes away. The new program year starts in January. There is only \$2 to \$3 million for April through July. We need to learn how to run with just a utility program. If you win the RFP, it's only 25 percent of the program, which is not enough unless we restructure. There is \$24 million from HEAP, but we can't predict how much will carry over. Last year there was no money from the DOE. It is critical to get Senator Sherrod Brown to weigh-in with the DOE in a big way because the process is political and we're not the DOE's favorite. We won't know what the RFP includes until December 1, but it is clear that it will include competition. Existing providers might look to expand their service areas. Mr. Rinebolt said that CAAs are adaptable and have made things work before and will again. It is his understanding from Mr. Hunt that they fully expect CAAs to be chosen, especially in rural areas. There is a preference for CAAs because of their experience with other low-income programs. He reported that the Department of Development has listened and made changes that are positive. There was a good dialogue, but he pointed out that there are difficulties and there are going to be challenges and we need to make a utility program work.

Head Start Report: Rodney Reasonover

Nothing to report

Agency/District Reports

Nothing to report

Old Business

An update was given by Jim Mermis on workforce. Mr. Mermis said that the governor has appointed a workforce board comprised of "big wigs." He's not sure what they're going to accomplish, but they will meet quarterly. Bill Beagle is on the board and with Kerry out he can become the CAA champion. He has an enormous interest in workforce development and low-income issues. The board is scheduled to meet the Monday after Thanksgiving, but he thinks it will be rescheduled because they are looking for an executive director. It was Rich Frederick, but he left and the person they offered it to backed out after accepting the position.

Mr. Mermis also reported that they are as certain as can be that the DSA legislation will get cleaned up in the lame duck session.

New Business

No new business

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

Respectfully submitted,

Janice W. Warner, Secretary

Date