



**Ohio Community Action Training Organization
Board of Trustees Meeting
Sheraton on Capitol Square
January 19, 2018
Columbus, Ohio 43215**

Members Present: Tom Reed, President; Gwen Robinson, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Joshua Anderson; Andrew J. Devany; David Shea; Judith Barris; Douglas Bennett; Ken Kempton; Steve Sturgill; Kellie Ailes; Bambi Baughn; Jeffery Diver; Rodney Reasonover; Cheryl Grice; Sheila Triplett.

Members Excused ; David Brightbill, First Vice President; Deb Gerken; Gary Obloy; Gary Ricer; Andrew Binegar; Alvin Norris; Jeffrey Diver.

Staff Present: Philip E. Cole, Executive Director; Josh Summer, Development Director; Greg Bollenbacher, Fiscal Director; Kathryn A. Clausen, Communications Director; Lorie McClain, Program Specialist; Neva Dunn, Office Manager; Jeannette M. Jarrett, Operations and Support Specialist.

Guests Present: Jim Mermis, The Junto Company; Larry Price, L. Price, and Associates; Tracey Ballas, Office of Community Assistance; Randall Hunt, Office of Community Assistance. Jackie Boehnlein, Lorain County Community Action Agency; Van Nelson, Trumbull County Community Action.

Mr. Reed called the meeting to order 10:00 a.m. Ms. Warner called the roll. A quorum was established.

Mr. Devaney motioned to approve the agenda. Mr. Sturgill seconded. The motion passed.

Mr. Kempton motioned to approve the November 2017 minutes. Ms. House seconded. The motion passed.

Finance Report: Ruthann House

Ms. House directed the board's attention to the financial reports. She reviewed the reports and the dues summary for the first half of 2018.

Ms. House motioned to approve the January 2018 financial reports. Mr. Devany seconded. The motion passed.

Development Services Agency Report: Randall Hunt

Mr. Hunt reported the completion of the CSBG grant application portal and thanked the board members for completing their documents on time. Mr. Hunt reported the new reimbursement process instructions would be available in early February. ROMA reports were due by October 12, 2017; review of reports should be completed by January 19th and available in OCEAN by



February 19th. Mr. Hunt stated he would report on progress at the next board meeting and would have information on upcoming webinars.

Mr. Hunt reported the state planning meeting would be held on January 26, 2017. The writing and draft formatting meeting will be scheduled later. The plan will contain a family audit requirement.

Mr. Hunt stated the EPP document is awaiting signatures and would be released in February. Mr. Hunt also reported that Winter Crisis figures are trending down, which he contributes in part to the success of the PIPP program. He also explained the budget has an effect on services and stated DSA had received 90% of the funding with the remaining 10% to be determined by Congress.

Mr. Hunt also discussed obligated HEAP/HWAP distribution of funds as well as the unobligated and carryover funds distribution process; all factors that will determine Summer Crisis Program offerings and guidelines.

Ms. Ballas reported on the Energy Assistance Process Improvement group meeting that was held January 10th. Sixteen agencies participated in portal testing. The portal will be online and available to the public July 1, 2018. She reported that Mr. Mike Hiler, DSA Division Chief, gave his full support to the project. Ms. Ballas stated the group's focus is on community outreach efficiency and announced the collaboration with area libraries. Concerns such as access for clients without transportation and safety when conducting home visits are being addressed. Ms. Ballas also stated all agencies were contacted in 2017 and their input was beneficial.

Program Reports: Lorie McClain and Josh Summer

Ms. McClain directed the board to the training report. She reviewed the final numbers for 2017 and the upcoming 2018 schedule. Ms. McClain reminded the board the OACAA Winter Legislative Conference was being held the week of January 22nd with a GMS pre-conference taking place on Tuesday, January 23rd. The conference will be held Wednesday, January 24th through Friday, January 26th, 2018 at the Sheraton on Capitol Square in Columbus. Two hundred and thirty-three people had registered and walk-in registrants would be accepted.

Mr. Summer reported that the OCA grant was submitted and he was waiting for approval of the grant. Mr. Hunt stated the grant was submitted on January 11th and would be signed the week of the 22nd.

Mr. Summer continued reporting on upcoming OCATO projects including a conference focusing on fundraising to generate unrestricted dollars. He is currently seeking input for topic presenters. Mr. Summer also reported the State of Poverty Report is slated to be released in March. He is also working with Cause Impact and the John Glenn Leadership Group to schedule trainings for 2018; dates will be released soon.

President's Report: Tom Reed

No report.



Executive Director's Report: Philip E. Cole

Mr. Cole updated the board on the Our Ohio Renewal project. Mr. Cole, Mr. Jamil Jivani, and several executive directors met recently to discuss how to solve the causes and effects of poverty and partnership opportunities with Community Action. He also stated letters of support from Mr. Vance had been sent to Representatives of the U.S. House, and one letter is being drafted for a U.S. Senator. Mr. Cole reiterated that Ohio CAA's have the full support of Mr. Vance.

Mr. Cole updated the board on additional ORR projects including an employment project modeled after a successful Baltimore, Maryland program. This project is expected to be piloted with Pathway in Toledo.

Mr. Cole also discussed the submission of an article highlighting the successes of Community Action to a national publication, co-authored by Mr. Cole and Mr. Jivani, as well as the placement of a psychiatrist at an Appalachian agency in our network who is focusing on the opioid crisis. In addition, he discussed Ohio agencies' involvement with the Matriculation program. Mr. Cole reiterated the importance of focusing and being able to articulate the successes and accomplishments of our agencies

Mr. Cole continued his report discussing the Hecate Energy project with Mr. David Wilhelm. He stated the project is currently on hold while Hecate awaits the results of the RFP. The results are expected to be released February 2018. Mr. Cole also updated the board on the status of the Virtual CAP program, which is no longer an OACAA/OCATO program and will transition to the Connecticut Association. He also updated the board on the evaluation of consultant contracts stating the contract with Vorys Advisors had been discontinued. The association will maintain the contract with Junto, Inc.

Mr. Cole requested board approval to extend the Mercury, LLC contract on a month-to-month basis through the end of 2018. Discussion. The board requested a review of a report from Mercury.

Mr. Devany motioned to extend the Mercury, LLC contract on a month-to-month basis pending Mr. Cole's review of a deliverables report. Ms. Ailes seconded. The motion passed.

Mr. Cole reported a meeting with the New York Medical Answering Services (MSA) and certain OACAA agencies would take place on Wednesday, January 24th. The former director of the Ohio Department of Aging will direct operations for MSA. Mr. Cole will explore a future collaboration with them.

Mr. Cole stated that the board should expect an unpredictable election season. He discussed the front-runners for the Governor's race and announced Mr. Richard Cordray and Mr. Jon Husted would be featured speakers during the Winter Legislative Conference. He concluded his report discussing the tentatively scheduled 2018 board meeting dates. Because of a conflict with the COAD conference, he suggested a meeting in July or an electronic meeting in August. He also requested the board consider availability in December for a board meeting following the November election.



Old Business:

None.

New Business:

None.

Open Dialogue:

Open dialogue

Adjourn:

Mr. Devany motioned to adjourn the meeting at 11:39 a.m. Mr. Sturgill seconded. The motion passed and the meeting adjourned.

Janice W. Warner, Secretary

Date