



**Ohio Community Action
Training Organization**

Growing organizations one result at a time

**Ohio Community Action Training Organization
Board of Trustees Meeting
April 21, 2017
Sheraton on Capitol Square
Columbus, Ohio**

Members Present: Tom Reed, President; David Brightbill, First Vice President; Gwen Robinson, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Joshua Anderson; Andrew J. Devany; Deb Gerken; Judith Barris; Douglas Bennett; Ken Kempton; Steve Sturgill; Kellie Ailes; Alvin Norris; Bambi Baughn; Jeffrey Diver; Malcolm Costa.

Members Excused: David Shea; Gary Obloy; Gary Ricer; Rodney Reasonover; Robert Chilton.

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

Guests Present: Paul Kudlak, The Junto Company; Jim Mermis, The Junto Company; Larry Price, L. Price, and Associates; Yvonne Freeman, OURS; Randall Hunt, Ohio Developmental Services Agency; Tracy Ballas, Ohio Developmental Services Agency; Megan Meadows, Ohio Development Services Agency; Jackie Boehnlein, Lorain County Community Action Agency; Van D. Nelson, Trumbull Community Action Program.

Mr. Reed called the meeting to order at 10:00 a.m. He asked for a moment of reflection.

Ms. Warner called the roll; a quorum was established.

Mr. Diver motioned to approve the March 2017 minutes. Mr. Devaney seconded. The motion passed.

Ms. Robinson motioned to approve the agenda. Ms. House seconded. The motion passed.

Finance Report: Ruthann House

Ms. House reviewed the financial reports and dues summary with the board and noted the change in the dues summary since the report was generated. Mr. Brightbill motioned to approve the financial reports. Mr. Norris seconded. The motion passed.

Ms. House motioned to donate \$1000.00 for the June CAPLAW conference. Ms. Gerken seconded. Mr. Brightbill abstained. The motion passed.

Development Services Agency Report: Randall Hunt

Mr. Hunt provided an update to the board on the status of HEAP program applications and approvals. Over \$60 Million has been allocated in HEAP this year, which continues to trend



down. The average benefit amount, however, increased about \$6.00 per household. The Summer Crisis Program is currently in development, and all aspects of the program are under review. The HEAP program is operating under Continuing Resolution until April 28, 2017, and cannot be finalized until the federal budget is continued. The program will likely be the same as last year's program which benefited 23,000 households. The HEAP application for the PY17 has been approved and signed. Mr. Hunt stated his office was working on HEAP guidelines. HEAP coordinator training will be held on June 5th at the Department of Agriculture building located in Reynoldsburg, Ohio.

Ms. Ballas thanked OACAA for providing the listening sessions during the Winter Legislative Conference. Going forward (PY18), training will be held on a rotating cycle; one-year training will be conducted locally, and centrally the following year. The Energy Assistance Process Improvement Group is continuing to develop the online application and client portal. The focus is on capacity building enabling agencies to provide additional services to clients. Clients with zero income will likely be required to complete applications at their local agency so they can also receive wrap-around services. Agencies are currently completing approximately 80% of zero-income applications.

Mr. Hunt stated the HWAP public hearings are complete. Comments are being summarized, and program changes to the State Plan are being made accordingly. The plan is due to the Department of Energy on May 8, 2017. Grant applications will be released shortly thereafter pending approval of the federal budget. EPP training took place on Thursday, April 20th at the Riffe Center. COAD will host the second meeting. The allocation table will be released shortly. The CSBG Advisory Committee meeting is scheduled for May 19th at 1:30 p.m. This meeting is open to the public, and all are encouraged to participate and give meaningful input regarding the State Plan.

Mr. Hunt stated applications are being reviewed for the CSBG Section Manager. He continued his report stating the IS report was submitted on April 7th. When DSA receives feedback, the network will receive the results.

Ms. Meadows stated the ROMA Next Generation CSBG data would be reported in 2019, so the new data process must be in place by January 2018. Discussions continue on efficiency and implementation.

Mr. Cole thanked Mr. Hunt, Ms. Ballas, and Ms. Meadows for accepting input from the network.

Program Reports: Lorie McClain and Josh Summer

Ms. McClain reported there are 35 openings remaining for the May 19th FLSS training. Seven people have registered for the summer conference, and many requested trainings are scheduled or have been completed.

Mr. Summer stated as part of ROMA NG, RPIC Region V is responsible for working with the state to develop the TTA plan, which is due in two weeks. He is working with Ms. Meadows to develop the plan which is due May 5th. The first John Glenn Leadership Training is scheduled for May 16th. Twenty-nine people are enrolled.



Mr. Summer updated the board on the ROMA In-Service meeting held in Dallas. ROMA Next Generation was cleared by the Office of Budget and Management for three years. The focus remains on labeling the National Performance Indicators. Some states will begin collecting data in July 2017. The group is working to develop an open-source training curriculum around the new standards. The training is in the early stages of development.

Mr. Summer concluded his report stating OCATO is still in search of ICs with a specialty in board training and strategic planning to build agency capacity. Ideal candidates will have experience in the specialty areas. Interested candidates should contact Mr. Summer for more information.

President's Report: Tom Reed

Mr. Reed welcomed and introduced guests to the board meeting.

Executive Director's Report: Philip E. Cole

Mr. Cole delayed his report.

Old Business:

None.

New Business:

None.

Open Dialogue:

None.

Adjourn:

Mr. Norris motioned to adjourn the meeting at 10:37 a.m. Ms. Robinson seconded. The meeting adjourned.

End:

Respectfully submitted,

Janice W. Warner, Secretary

Date