

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
January 20, 2012
Sheraton on Capitol Square
Columbus, Ohio**

Members Present: Gwen Robinson, President; Robert Chilton, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Joe Devany; Robert Hamilton; David Shea; Dave Hannahs; Tim Donnellan; Bambi Baughn; Ken Kempton; James Powell; Tom Reed; Wayne McLaughlin; Al Norris; Deb Gerken; Gary Obloy

Members Excused: David Brightbill, First Vice President; Robert Gilchrest, Charles Chipps; Gary Ricer; Rodney Reasonover

Staff Present: Philip E. Cole, Executive Director; Josh Summer, Development Director; Colleen Stoker, Communications Director; Lorie McClain, Program Manager; Neva Dunn, Office Manager

Guests Present: Nick Sunday, Deputy Chief with Office of Community Assistance; Jim Mermis and Paul Kudliak of the Junto Company; Sylvester Gould, Board Member with EOPA

Ms. Robinson called the meeting to order and asked everyone to take a moment to reflect.

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

Ms. Robinson asked if there were any changes to the agenda. There were no changes. Ms. Gerken motioned to approve. Mr. McLaughlin seconded. The motion passed.

Ms. House moved to approve the minutes, Mr. Shea seconded. The minutes were approved.

ODOD Report: Nick Sunday

Mr. Sunday reported that he has received the full LIHEAP allocation. There was a reduction of \$65 million, but because we received so much last year, he did not decrease the budget for any agency. He is pushing to raise the amount again this year, but does not foresee it happening.

Mr. Sunday said that we will know next week if we will receive any money for Weatherization, but he is not sure if we will. He will spend out the formula in 2012. If we do not receive any

more money and an agency does not have any more formula funds left, there will not be any more funds for their program. There are enough formula funds for 18 months. Mr. Sunday needs to make sure he has permission to spend out the formula from the DOE. Some will have funding and others will not. We will regroup in April to see what is remaining and reallocate. We have 18 months of solid work on paper. There is not a lot of support for Weatherization. Mr. Sunday said he knows it doesn't seem fair, but it is the best option.

For CSBG, ODOD is only doing quarterly allotments. There were three big fuel fund settlements for HEAP. The Winter Crisis program is down 12,000. Mr. Sunday said he thinks this is because of PIPP Plus.

Social Enterprise/Marketing Report: Robert Chilton

Mr. Chilton said the last thing the committee did was submit a proposal to the Board. They have not received any direction. They have drafted an RFP to see if there is interest in the proposal and if it can be made available to replicate. The committee needs to regroup and submit it to the Board. Ms. Robinson said that she had some thoughts and would like to meet with Mr. Chilton before their committee meeting.

Finance Report: Ruthann House

Ms. House reported that the membership is in good shape except for two agencies, which we probably will not get dues from. Ms. House said this is the best year we've had in a long time. Ms. Robinson asked if we have to vote to remove the two agencies from billing. We've been carrying the debt on our books and need to vote to write it off. Ms. House said that we are waiting on two extension requests from federal capacity building and CSBG. It appears they're approved. They're not a lot of money, but we need unrestricted assets. We are in good financial position. Our T/TA grant is still being negotiated with the state. We have received a three month extension and hope to have budget by March. Mr. Devany moved to accept the Finance Report, Mr. Shea seconded, the motion passed.

Public Relations Report: Janice Warner

Ms. Warner deferred to Ms. Stoker. Ms. Stoker reported that she conducted another PR Group conference call on December 14. She informed the group that there was going to be a media/crisis communications workshop at the Winter Legislative Conference and encouraged them to attend or have someone from their agency attend. She requested copies of annual reports from the group to help create a statewide annual report and promote the good work that CAAs do. She also inquired about how the use of the Success Story questionnaire was going. Some had not received it, so she sent copies again and encouraged the group to send in their stories and to make sure that stories have a beginning, middle and end. The group also discussed Face Book and Twitter usage. Ms. Stoker is compiling a list of agency Face Book and Twitter addresses so that we can follow each other and get ideas. The group also discussed ideas for Community Action Month, such as a World Café with conversations about poverty, launching a PSA campaign or a food stamp challenge.

Ms. Stoker reported that the December newsletter was sent out and had a similar opening and reading rate as the November newsletter and that the January newsletter was going to be sent out next week. In the December newsletter, there was a poll to gauge the interest of OACAA

creating a website template that agencies can use and fill in their information. Of the people that responded, the majority were interested in a website template. This is something we will look into. Members of the Board mentioned not receiving the newsletter. Ms. Stoker will test the email list.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that the Winter Conference is February 1-3 at the Sheraton. Mr. Hamilton said he came in for the Board meeting early to see what, if any, changes had been made to the Sheraton since it switched from Hyatt. One concern was that the bar Darbys closed, which was an integral part of the conference. He expects complaints and stated that he thought the hotel might not be the best place for future events. He said he would speak with Mr. Cole and Ms. McClain about considering other places in the future. Ms. House asked if there were any contractual obligations beyond the Winter Conference, there are not. Ms. Baughn asked about the legislative reception. It was discussed that in the past we still had the legislative reception at the Hyatt/Sheraton on Capitol Square even if the conference was at another hotel for convenience for the legislators.

Mr. Hamilton reported three on-site trainings were completed, one was scheduled, two were being scheduled and three additional on-site trainings were requested. Ms. McClain stated that because we only have a three month extension for our T/TA grant there is no money for trainings at this time. Trainings will be scheduled after the grant and budget are finalized.

Mr. Hamilton suggested that because of perceived problems in Cincinnati we might want to move the Summer Conference. Ms. Robinson and Mr. Cole had discussed this and felt it was a good idea. Mr. Cole said that we can have the 2013 conference in Cincinnati. He mentioned that it has also been requested that we add a legislative component to the Summer Conference, making Columbus a better location. Ms. Robinson said that members were still welcome in Cincinnati, but she is willing to secede this year and hope that the conference goes to Cincinnati next year. Mr. Shea asked if the state legislature is in session in the summer. Mr. Cole responded that we would meet with their aides. Mr. McLaughlin made a motion to move the Summer Conference to Columbus, Mr. Shea seconded, the motion passed.

Personnel Report: Tim Donnellan

Nothing to report

Veteran's Committee: Robert Hamilton

Nothing to report

Best Practices Report: Bambi Baughn

Ms. Baughn reported that there were 18 Best Practice submissions.

Partnership Report: Joe Devany

Mr. Devany reported that a board meeting was held before the Partnership's conference. It was reported that membership is down. The evaluations of the August conference were good. The finances were reviewed and a budget was approved for the year. The Rural Task Force is continuing to collect information and data and will begin working on a position paper. The

Emerging Leaders Task Force will continue for an additional year and have a full day of training prior to the convention in New York. A consultant will review the Partnership personnel practices and make recommendations for improvements. The Head Start re-competition was discussed however, no action was taken. The CDFI is close to being ready to make some small bridge loans (they have up to \$100,000 set aside). It was determined that no current Partnership or CDFI Board members would receive loans in the initial period. There are currently 113 active CCAP candidates (some of these are carryovers from previous years). They are working on setting up a social media connection for CCAPs three agencies are currently going for the excellence award. Don and John discussed the CAP accreditation and their feeling is that the process is going to occur with or without the involvement of the Partnership. They feel it is better to be at the table contributing and watching out for the interest of CAPs than to let NSCAP and the administration determine the process and the outcome. Lil Dupree and Denise Harlow have worked diligently on this draft document.

Head Start Report: Rodney Reasonover

Nothing to report

Energy Report: Joe Devany

Mr. Devany said that there will be a meeting prior to the Winter Conference regarding Weatherization and the challenges to determine a plan of action.

Mr. Sunday said that MYCAP has appealed to the Department of Agriculture. If that is denied they will go bankrupt. They're facing major challenges. He talked with the new CFO. He said that they have turned things around and have new programs. They are looking into a five or ten year payment plan. Mr. Sunday also said that he is going to the Controlling Board to release money for the Veterans Program. Our niche is low-income veterans. We know who they are and have identified them. We'll start with emergency services and move into job training and other services. It is set up to track in the system. Currently nobody is tracking veterans. We still haven't decided how the program is going to work, but there is a whole avenue open. We are talking to First Link about phones. The largest population applying for LIHEAP is veterans. Building the program is a challenge, but a good challenge.

Agency/District Reports

Nothing to report

Legislative Committee and Executive Directors: Phil Cole

Mr. Cole reported that ten Head Start agencies, including five CAAs have to re-compete. He received a memo from Barb Haxton with OSAI about filing an injunction law suit. He asked if OACAA wanted to be involved by joining the suit, contributing to the suit or asking CAAs to contribute. He said that there will more agencies that will have to re-compete next year and in the following years. Mr. Cole explained that the suit will not do away with re-competition, but its goal is to stop deficiencies from being retroactive back to 2009. Another issue is that the law states that the deficiencies should be systematic or unresolved, but they seem to be targeting all deficiencies. That is currently not a part of the law suit. A discussion was had on whether to join the suit, contribute or both. Mr. Kempton made a motion to join the suit and encourage the inclusion of arguments regarding systematic and unresolved deficiencies. Mr. Norris seconded.

A roll call vote was taken. Four Board members abstained from voting, 13 voted in favor, the motion passed:

Bambi Baughn – Yea
Robert Chilton – Abstained
Joe Devany – Abstained
Tim Donnellan – Yea
Deb Gerken – Yea
Robert Hamilton – Abstained
Dave Hannahs – Yea
Ruthann House – Yea
Ken Kempton – Yea
Wayne McLaughlin – Yea
Al Norris – Yea
Gary Obloy – Yea
James Powell – Yea
Tom Reed – Abstained
David Shea – Yea
Janice Warner – Yea

Mr. McLaughlin motioned to financially support the suit up to \$5,000 and encourage members with Head Start programs to also contribute if they so choose. Mr. Powell seconded. A roll call vote was taken. Three Board members abstained, the rest voted in favor, the motion passed:

Bambi Baughn – Yea
Robert Chilton – Abstained
Joe Devany – Abstained
Tim Donnellan – Yea
Deb Gerken – Yea
Robert Hamilton – Abstained
Dave Hannahs – Yea
Ruthann House – Yea
Ken Kempton – Yea
Wayne McLaughlin – Yea
Al Norris – Yea
Gary Obloy – Yea
James Powell – Yea
Tom Reed – Yea
David Shea – Yea
Janice Warner – Yea

Mr. Cole also reported that legislation to reorganize the Department of Development will change the name to the Development Services Agency. The only change that will affect CAAs is the designation of new agencies. The language for the legislation is as follows:

(B) IF IT IS DETERMINED BY THE OFFICE OF COMMUNITY ASSISTANCE THAT THE AGENCY ENDORSED BY THE CHIEF ELECTED OFFICIALS OF THE POLITICAL SUBDIVISIONS WITHIN THE

PROPOSED AGENCY'S SERVICE AREA IS NOT FISCALLY CAPABLE OR DOES NOT HAVE THE CAPACITY TO SERVE THE LOW-INCOME PERSONS IN THE SERVICE AREA, THE OFFICE OF COMMUNITY ASSISTANCE MAY DECLINE TO DESIGNATE THAT AGENCY AND ALLOW THE CHIEF ELECTED OFFICIALS TO ENDORSE A DIFFERENT AGENCY WHICH MEETS THE CRITERIA OF DIVISION (A) OF SECTION 122.69 OF THE REVISED CODE AND IS FISCALLY CAPABLE AND HAS THE CAPACITY TO SERVE THE LOW-INCOME PERSONS IN THE SERVICE AREA.

IF THE CHIEF ELECTED OFFICIALS OF THE POLITICAL SUBDIVISIONS WITHIN THE PROPOSED AGENCY'S SERVICE AREA EITHER CHOOSE TO NOT ENDORSE ANOTHER AGENCY OR ENDORSE ANOTHER THE OFFICE OF COMMUNITY ASSISTANCE BELIEVES IS NOT FISCALLY CAPABLE OR DOES NOT HAVE THE CAPACITY TO SERVE THE LOW-INCOME PERSONS IN THE SERVICE AREA OR DOES NOT MEET THE CRITERIA OF SECTION 122.69 OF THE REVISED CODE, THE OFFICE SHALL DESIGNATE AN AGENCY WHICH MEETS THESE CRITERIA.

Mr. Reed moved to approve the language, Mr. Shea seconded, the motion passed.

Mr. Cole asked if the Board wanted to sponsor the CAPLAW Conference in San Diego this June. Ms. Warner motioned to sponsor the conference for \$3,000, Mr. Devany seconded, the motion passed.

Mr. Cole also reported that we have reached 90 percent of our goal in support of NCAF. He said he was not going to ask for any more because we are low on funds. Mr. Cole said that he would like to discuss the report from the Executive Directors meeting at the Winter Legislative Conference. He said that the strengths and weaknesses that were discussed look like those of any other nonprofit. We need to focus on what David Bradley said. We need success stories and data, and we need new partners and opportunities. We need to draw attention to the fact that we're not just providing services, we're trying to end poverty, to get people out of poverty. He said he wants to partner with the Chamber of Commerce and the Manufacturers Association on job development.

One of the priorities for 2012 for the House of Representatives is to take another look at school funding. We need to think about if we want to be a part of that process. An assessment tool has been developed by CAP/NASCSP. It seems fairly harmless, but we need to make sure it is used properly rather than as a "gotcha" tool. It was mentioned that the tool does not include assessments of the states.

Old Business

No old business

New Business

Mr. Norris mentioned that a lot of agencies are upset about the CSBG application process and work plans. Mr. Sunday responded that there are two issues; one is integrating OCEAN and the other sounds like issues with the field reps suggesting programs. He said the field reps should not be suggesting programs. They should only be concerned with if there is enough money going back into the community. He will look into this and address it.

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

Respectfully submitted,

Janice W. Warner, Secretary

Date