

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
October 14, 2011
Double Tree Columbus/Worthington
Columbus, Ohio**

Members Present: Gwen Robinson, President; Robert Chilton, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; Deb Gerken; Joe Devany; Robert Hamilton; David Shea; Dave Hannahs; Tim Donnellan; Bambi Baughn; Ken Kempton

Members Excused: David Brightbill, First Vice President; James Powell; Gary Ricer; Gary Obloy; Robert Gilchrest, Charles Chipps; Tom Reed; Wayne McLaughlin; Al Norris; 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; Jim Danes, Consultant

Guests Present: Nick Sunday Deputy Chief, Office of Community Assistance, Melissa Stanford Field Service Program Manager with Office of Community Assistance; Neil McCabe, Executive Director WSOS; Jim Mermis and Paul Kudliak of the Junto Company; Dave Rinebolt, Executive Director, OPAAE; Mary Pockl, CPA Principle, S.R. Snodgrass

Ms. Robinson opened the meeting with reflections and asked the Board to keep her agency in their prayers after the tragic death of one of her Head Start employees' daughter.

Roll call was put on hold until another Board member in route arrived in order to form a quorum.

ODOD Report: Nick Sunday

Mr. Sunday reported that ODOD is working with OACAA on a program to assist veterans. Money has been set aside for the program and they are adding function codes to ROMA to track veteran intakes. The program will be set up in ROMA similar to elderly and disabled intake tracking. They have established a stakeholder group with member agencies.

Mr. Sunday believes that the HEAP budget will be set at \$3.8 billion, of which Ohio will get approximately five percent, or \$175 to \$180 million, which is a doable number. He does not know anything more about CSBG numbers, but they are basing their plans on last year's

numbers. Mr. Cole agreed with basing CSBG on last year's numbers until we learn more about what the Super Committee is doing.

Mr. Rinebolt discussed PIPP+ and that it is growing and we need to control costs. Ms. Robinson expressed a concern about the amount of work in the administrative process for agencies and having clients waiting in line who are very upset about being disconnected.

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

Mr. Kempton made a motion to approve the agenda. Mr. Devany seconded. The motion was approved.

Mr. Shea motioned to approve the minutes. Mr. Chilton seconded. The motion was approved.

Finance Report: Ruthann House

Ms. House reported that we underspent, but that the funds have been allocated to different projects. Ms. Gerken motioned to approve the Finance Report. Mr. Kempton seconded. The motion passed.

Ms. House gave the membership report. One member has requested a waiver of dues. Ms. Robinson said they need to submit a formal request.

Ms. Pockl reviewed the audit findings. There were no significant changes to the accounting practices, no significant judgments and the financial statements were similar to last year except for the insurance money received for office damages. There were two normal fixed asset entries, no disagreements or significant issues. There were minimal changes and adjustments, which is very good. Snodgrass issued a clean opinion on the financial statements and stated that OACAA qualifies as a low-risk auditee. Ms. Pockl also reported that we are steadily moving forward and doing a nice job of keeping expenses in line with revenue. They are ready to file the 990. Ms. Gerken motioned to approve the audit report. Mr. Kempton seconded. The motion was approved.

Legislative Committee and Executive Directors Report: Phil Cole

Mr. Cole reported on alternatives being discussed in regards to CSBG funding. The first issue is requiring minimum CSBG funding levels for agencies or they would have to merge with other agencies. OACAA objects to this. He proposes that the minimum funding not apply to those agencies that leverage other funds. The Board discussed this issue and agreed with Mr. Cole's proposal. A letter will be created stating this proposal from Mr. Cole and Ms. Robinson.

Another issue being discussed is implementing term limits for board members. The Board discussed this issue. A proposal to exempt board members that are legally required to serve on the board by certain programs, such as Head Start was suggested. The Board discussed that decisions should be made locally, board limits are in agency by-laws and they are private corporations.

Mr. Cole also reported that increasing professional development is another issue being discussed to show accountability, but it doesn't say who should receive it. Ms. Robinson discussed the

Head Start model that provides funding and specifies what training is needed. The Board agreed that would be a good model.

Mr. Cole reported that he had a meeting with the new Department of Development Director that went well. Legislation to establish the new department should be coming soon. Mr. Mermis reported that the new director thought that the community development division is strong.

OACAA had a meeting with representatives of the Department of Veterans Services about starting a veterans program that went well. It will be funded through OCS to allow agencies to work directly with vets. Mr. Danes reported that Veterans Services doesn't have the administrative ability to conduct a program and currently utilizes the Department of Jobs and Family Services. Veterans Services is supporting our program. We have developed a white paper and are building a coalition. It can become a key value-added partnership and will reflect well on the Governor's office.

Mr. Cole also reported that there is a new director of the federal Office of Community Services, Jeannie Chaffin. She is a good person for the job and has served community action at the local, state and national levels.

Ohio will be having its first Certified Community Action Professional class on October 19.

OACAA was asked to join a coalition regarding redistricting in Ohio. Mr. Cole asked if the Board had any thoughts on this matter.

Mr. Mermis reported that there is a new assistant policy director for workforce development for the Governor's office, Rich Frederick. He's been meeting with him regarding the veterans program with favorable results. Mr. Mermis knows Mr. Frederick well and says he is open to being educated and is working closely with the workforce development representative at the Department of Development, who supports our efforts.

Mr. Mermis also reported that they have been meeting with members of Congress and so far the meetings have been either neutral or positive in regards to CSBG. Many members have visited agencies and been impressed. OACAA created packets for each congressional district with numbers of people helped by community action. Congressmen have been impressed by these packets.

Mr. Cole mentioned that a new congressional district is being created in Franklin County and several people have expressed an interest in running for the seat.

Public Relations Report: Janice Warner

Ms. Warner deferred to Ms. Stoker who introduced herself to the Board as the new Communications Director. She shared with the Board a success story questionnaire that she drafted and would like to give to member agencies to set out at their offices so that both staff members and clients can fill them out and share their stories on how community action has helped them. The completed questionnaires can then be returned to Ms. Stoker who will use them in press releases, web and social media posts, newsletters, etc. Her hope is to get enough in

to start an Ohio Community Action blog that could be searchable by county and program that the public, media and government officials would have access to.

Ms. Stoker also reported that she would like to create a media kit that would include facts about poverty in Ohio and community action, bios for the Board and executive directors, press releases, the State of Poverty Report, etc. and distribute it to media and government officials so that they know OACAA is a source for issues on poverty and community action.

Ms. Stoker created a press release template on LIHEAP funding that she also distributed to the Board for comment.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that OACAA is looking for topics for the Winter Conference and that a presentation proposal form was available on the website. There is also a copy in the Board packet. One topic that was suggested was how to better prepare for an audit. Ms. Robinson requested a motivational speaker.

Mr. Hamilton reviewed upcoming local CAA training and the upcoming Family Development Training, as well as the upcoming IC Retreat. Mr. Hamilton said he would like to see the IC program encouraged and for it to grow, as it is a huge benefit.

Personnel Report: Tim Donnellan

No report

Social Enterprise/Marketing Report: Robert Chilton

No report

Best Practices: Bambi Baughn

No report

Partnership: Joe Devany

Mr. Devany reported that the Annual Strategic Planning meeting is scheduled for November 8-10 in California. The topic of the new initiatives (scarcity) will be discussed.

The Partnership was well represented at the Summit in Tampa. It appears that many issues that had existed between the Partnership and NCAF are being discussed in a less public manner.

The Partnership recently received a \$200,000 award from the Office of Community Services for risk management and quality improvement. They are currently posting to fill a position in this area.

As mentioned by Mr. Cole, the new OCS Director, Jeannie Chaffin currently works for NASCSP, but has worked for community action at the national, state and local levels.

A mid-year training conference is scheduled for January 3-6 in Miami.

The Community Development Financial Institute, which has been developed by the Partnership, received its approval from the IRS.

Energy Report: Joe Devany

Mr. Devany deferred to Mr. Rinebolt who reported that OP&E was invited to participate in the Governor's Energy Summit. He also reported that the Energy Efficiency Standard is going to stay in place and he reported on fuel funds.

Head Start Report: Rodney Reasonover

Ms. House reported in Mr. Reasonover's absence that they are preparing for the Region 5 Conference. There has been a significant response. James Scott negotiated with the Department of Health to get access to the MIS system so we will have information on children in the program.

OURS Report: Rodney Reasonover

No report

COAD Report: Ron Rees

No report

Motion to adjourn by Ms. Warner, seconded by Ms. House. The motion passed.

Respectfully submitted,

Janice W. Warner, Secretary

Date