



**Ohio Community Action Training Organization
Board of Trustees Meeting
Sheraton on Capitol Square
September 21, 2018
Columbus, Ohio 43215**

Members Present: Janice Warner, President; David Brightbill, First Vice-President; Melissa Pearce, Second Vice-President; Julia Wise, Secretary; Andrew J. Devany; Deb Gerken; David Shea; Judith Barris; Douglas Bennett; Ken Kempton; Steve Sturgill; Kellie Ailes; Andrew Binegar; Alvin Norris; Bambi Baughn; Jeffery Diver; Cheryl Grice; Sheila Triplett.

Members Excused: Ruthann House, Treasurer; Josh Anderson; Gary Obloy; Gary Ricer; Rodney Reasonover.

Staff Present: Philip E. Cole, Executive Director; Josh Summer, Development Director; Greg Bollenbacher, Fiscal Director; Kathryn Clausen, Communications Director; Lorie McClain, Program Manager Specialist; Charles Shih, Intern.

Guests Present: Tom Reed, Gallia-Meigs CAA; Jim Mermis, The Junto Company; Paul Kudlak, The Junto Company; Larry Price, L. Price, and Associates; Mary Pockl, Zeno Pockl, Lilly, and Copeland, A.C.; Jessica McNamee, Heartland Bank.

Ms. Warner called the meeting to order at 10:00 a.m. Ms. Wise called the role.

Mr. Cole introduced the new officers and presented Mr. Reed, outgoing Board President, with a gift. Mr. Cole thanked and commended Mr. Reed for his years of service. Mr. Reed thanked the board and turned the gavel over to Ms. Warner.

Mr. Diver motioned to approve the agenda. Mr. Shea seconded. The motion passed.

Mr. Devany motioned to approve the July 2018 minutes. Ms. Gerken seconded. The motion passed.

Finance Report: Ruthann House

Mr. Bollenbacher reviewed the financial report with the board. Ms. Warner asked for a motion to approve the financial report. Mr. Devany motioned to accept the report. Mr. Brightbill seconded. The motion passed.

Mr. Brightbill introduced Ms. Mary Pockl of Zeno Pockl, Lilly, and Copeland (ZPLC) who reviewed the audit report with the board. There were no management recommendations or findings. Ms. Pockl reviewed the required communications including grant expenditures, federal awards, and the engagement letter signed by Mr. Cole as part of full disclosure. ZPLC made one suggestion which was to remove Mid-America Community Action Association information from the financials due to OACAA acting solely as a fiscal agent. Ms. Pockl stated ZPLC issued a clean opinion statement as there were no material weaknesses or deficiencies found. This opinion still qualifies the Association as a low-risk audit agency.



The board went into executive session at 10:21 a.m. The executive session ended 10:24 a.m.

Ms. Warner asked for a motion to approve the audit report. Mr. Diver motioned. Mr. Devany seconded. The motion passed.

Mr. Cole introduced Ms. Jessica McNamee of Heartland Bank who discussed investment opportunities and presented a summary portfolio proposal. Ms. McNamee answered the questions asked by board members. Mr. Cole stated the Finance Committee would draft a policy statement regarding socially conscious funds and asked Mr. Brightbill to share his knowledge on the topic.

Ms. Warner called for a motion to allow the Finance Committee to move forward with an investment plan process. Mr. Devany motioned. Mr. Diver seconded. The motion carried.

Development Services Agency Report: Randall Hunt

No report.

Program Reports: Lorie McClain and Josh Summer

Ms. McClain reviewed the written report with the board. She stated 236 people from 46 agencies attended the summer conference. She also reported the Foundation Level Seminar Series self-defense course had 54 attendees representing 12 agencies.

Mr. Summer reported the 2019 RPIC grant cycle would begin in October. Part of this grant process is joint planning with ODSA which includes the T/TA process. Mr. Summer will attend the ODSA 2019 Training and Technical Assistance meeting. The T/TA plan is due in October. Mr. Summer updated the board on the three completed John Glenn Leadership trainings and the success of the sessions this year. There is one more training this program year. Mr. Summer reminded the board of the fundraising training taking place on Tuesday, October 2, 2018, in Columbus with presenter For Impact, which is part of the Suddes Group.

Mr. Summer updated the board on the State of Poverty report. Thoughtwell will no longer be the collaborating partner due to their closing. Mr. Summer has seven potential vendor proposals to review. The RFP had also been posted.

Mr. Summer reported OACAA is researching data solutions to assist data collection from member agencies. He reported an integrated database solution would allow better tracking of members' activities.

President's Report: Janice Warner

Ms. Warner thanked Mr. Reed for being a wonderful leader and for his integrity. She stated she looked forward to working with the fellow officers and board members.

Executive Director's Report: Philip E. Cole

Mr. Cole shared that OACAA may be moving from the 50 W. Broad St. location, which the association has occupied for 17 years, due to major changes taking place in the building and a large increase in rent. Mr. Cole named the top five office considerations and also stated remaining Downtown was important. Mr. Cole anticipated the move to take place between Thanksgiving and Christmas.



Mr. Cole discussed with the board his conversations with Mr. Clarence Carter, Acting Director of OCS. He stated Mr. Carter is focused on “transformational change” and intends to transform the social services by the federal government. Mr. Carter discussed the desire to reduce regulations at the federal and state level. Mr. Cole stated he would like to continue to discuss CSBG issues with Mr. Carter.

Mr. Cole discussed how it is more important than ever for Community Action Agencies to establish a working relationship with Congress. He stated OACAA must express Ohio’s message when it comes to fighting the War on Poverty. Mr. Cole stated coordination with Mr. Bradley is essential, but we are responsible for ensuring the message of Community Action in Ohio is being heard by the members of Congress. Mr. Mermis and Mr. Kudlak will be in Washington D.C on the 23rd and 24th of October speaking to legislators.

Mr. Cole attended the Head Start Futures meeting and had a chance to hear both gubernatorial candidates’ representatives. Ms. Tia Moretti, Director of Substance Use & Social Service at the Ohio Attorney General’s Office is a supporter of Community Action. Mr. Cole stated both gubernatorial candidates are “pro-children and families.” Mr. Devine and Mr. Cordray are in favor of Medicaid expansion.

Mr. Cole is hopeful that all board members will attend the Post-Election Summit on November 9th and that they bring new employees. Mr. Cole stated new employees must understand the importance of participating in the political process. The board meeting will be held that Friday morning at 9:00 a.m. and the Summit will begin after lunch. He reminded members who could not attend that a webinar would be available. Mr. Brightbill suggested that funds from the reception be donated to CAPPAC.

Mr. Cole suggested a set-aside of Association funds to assist member agencies. He asked the board for their input. Some members suggested a revolving loan fund. It was suggested this issue be discussed by the Finance Committee. Mr. Cole has reached out to Ms. Eleanor Evans of CAPLAW for input. Mr. Cole wishes for those accessing the funds be free to use them to meet local needs with fewer restrictions than other funding sources. Mr. Cole stated OACAA would continue to look into this process.

Mr. Cole has asked Schwendeman and Associates to look into a more affordable health and retirement plans for OACAA with the potential to create an Association group plan or plans. The federal government is still working on their regulations for both. They are closer to completion on the health care plans but still are a few months away. Mr. Cole asked the board for their views regarding this matter as there has been resistance in the past to association health care plans.

Mr. Cole stated OACAA had issued an RFP to search for a new Poverty Report research partner as stated earlier in the program report.

Old Business:

None.

New Business:



None.

Open Dialogue:

Mr. Sturgill announced Mr. Bradley would be in Portsmouth on October 10th and 11th, presenting a two-day poverty workshop. Mr. Sturgill stated he intends to provide open admission to the CAA network. There are 150 seats available, and over 100 attendees have already registered. Mr. Sturgill stated if board members have new employees that would like to attend, please call his agency by the week of September 24th. This function will be an NCAF and CAP PAC fundraiser. A Thursday night reception will be held for Mr. Bradley.

Adjourn:

Ms. Warner called for a motion to adjourn the meeting. Mr. Diver motioned to adjourn the meeting at 11:56 a.m. Mr. Sturgill seconded. The meeting adjourned.

Julia Wise, Secretary

Date