

OACAA Board of Trustees Meeting
June 29, 2011
Crowne Plaza Toledo

Members Present: Gwen Robinson-Benning, William Locke, David Brightbill, Ruthann House, Deb Gerken, Joe Devany, Robert Hamilton, Charles Chipps, Gary Ricer, Tom Reed, Dave Hannahs, Al Norris, Tim Donnellan, Bambi Baughn, Rodney Reasonover, Bo Chilton.

Members Excused: Janice Warner, James Powell, Wendy Saul, Gary Obloy, Ken Kempton, Ray Roberts.

Guests Present: Don Skaggs, Office of Community Services; Larry Price, Consultant for OURS; David Shea, Executive Director of Community Action Commission of Portage County and Board Member-elect; Wayne McLaughlin, Executive Director Ross County Community Action Council and Board Member -elect; Jerrold Dowell, Cincinnati Head Start Staff Member; Renee Daniel, Cincinnati Head Start Staff Member.

Staff Present: Phil Cole, Executive Director; Sharon Naragon, Communications Director; Lorie McClain, Program Specialist; Neva Dunn, Office Manager; Greg Bollenbacher, Contractor.

Ms. Robinson-Benning called meeting to order.

Ms. Dunn called the roll and a quorum was established.

Ms. Robinson-Benning said district election results would be received the next day at the full membership meeting and new board members would be seated officially at next Board of Trustees meeting.

Ms. House moved to approve the agenda with Mr. Reasonover seconding. The motion passed.

Ms. Robinson-Benning paused for reflections.

Mr. Brightbill moved to approve the minutes of the May 20 meeting. Mr. Chipps seconded and the motion passed.

OCS Update: Don Skaggs

Mr. Skaggs reported on the results of the workshop held earlier in the day providing updates on all programs and issues related to the Office of Community Services and the Ohio Department of Development. He said there were three main issues that raised concerns:

1. Grantees are going to be encouraged to coordinate with local departments of aging regarding HEAP outreach and that coordination must be written into grantees' management plans.
2. There will be a 10% limit on admin for HEAP.
3. The budget set up in OCEAN is confusing.

OCS had a contract with the Department of Aging to perform HEAP outreach and OCS wants to coordinate that effort with the efforts of CAAs. The objection raised by the workshop audience seemed to be to putting the coordination in writing, not to the coordination itself. Mr. Brightbill asked why the new rule wasn't imposed on the Department of Aging. Ms. Gerken noted that she had no knowledge of the aging offices in her area working on HEAP outreach. Mr. Skaggs said he would take all concerns back to OCS.

Mr. Donnellan pointed out the difference between a Council on Aging and an Area Agency on Aging. The councils are funded by local tax levies and if they don't have local tax levies they are virtually powerless. Ms. Gerken said each of her counties has a large senior services levy and shouldn't need any funding from OCS. Ms. Robinson-Benning said if the Department of Aging is getting money from OCS they should be required to coordinate with CAAs. And if it is going to be in writing, it should be in writing on both sides.

Several members objected to the 10 percent limit on HEAP Admin as it was being stated it was ten percent of the administration and operations funding and not the entire HEAP allocation. Ms. Robinson-Benning noted that the reduction may result in layoffs. Mr. Brightbill said agencies cannot have the accountability OCS wants without the money to do it. They have to be able to have staff and staff that know what they are doing and that is not free.

Mr. Skaggs said the issue with OCEAN is budgets for each project need to roll up into CSBG budgets.

Mr. Skaggs added that going forward the biggest challenge is ramping down ARRA into formula and opening up all the changes to OCEAN. OCS has been working with the Energy Division which is giving OCS \$1 million to replace furnaces in conjunction with HWAP. The money has to be spent by Feb. 19, 2012.

Finance Report: Ruthann House

Ms. House reported that all members are in good standing and there are no concerns about OACAA's finances. Mr. Devany moved to accept the financial reports. Mr. Reasonover seconded and the motion was passed.

DOD monitoring will take place in mid-July. The audit will be ready by the September meeting.

Personnel Committee: Tim Donnellan

No report.

Social Enterprise/Marketing: Bill Locke

Mr. Locke reported that he and Development Director Josh Summer met with Cindy Holodnak regarding the RFP for helping agencies start social enterprises. Ms. Holodnak had good suggestions. The RFP will be sent out in July. Ms. Robinson-Benning encouraged using CAPLAW to help with the RFP and said she hopes for a strong model.

President's Report: Gwen Robinson-Benning

Ms. Robinson-Benning asked for a report on election results from district meetings held earlier in the day.

- Ms. Gerken reported that she was reelected as District 1 chair and District 1 representatives James Powell and Mr. Devany were also reelected.
- Mr. Hamilton reported that he was reelected as District 2 chair and that Mr. Chipps was also reelected. David Shea was elected to replace Wendy Saul.
- Mr. Ricer reported that he was reelected as District 3 chair and that Gary Obloy and Ken Kempton were also reelected.
- Mr. Reed reported that he was reelected as District 4 chair and that Mr. Hannahs was also reelected. Wayne McLaughlin will replace Ray Roberts who has announced plans to retire.
- Mr. Norris reported that he was reelected as District 5 chair and that Ms. Baughn and Mr. Donnellan were also reelected.
- Mr. Reasonover reported that he was reelected as District 6 chair and that Mr. Chilton was also reelected. The district has one vacancy that will be filled by appointment.

Ms. Robinson-Benning said that new board members would officially take their seats at the next meeting.

She asked for volunteers to host next summer's conference. Mr. Brightbill said he would like to but there is no venue large enough in his area. Ms. Robinson-Benning also asked for continued input and suggestions on the issues brought up in the Executive Directors' Roundtable earlier in the day.

Mr. Reasonover noted that James Powell had been hospitalized earlier in the day and was undergoing tests. The planned reception sponsored by EOPA was going forward and several staff members were on hand.

Public Relations: Janice Warner

Ms. Naragon reported in Ms. Warner's absence. It is nearly time to renew OACAA's membership with Public News Service which has proven to be a worthwhile investment.

OACAA participated in a press conference with the Department of Health regarding the lead abatement partnership. Ms. Naragon participated in a Poverty Simulation at PICCA and reminded members that OACAA can conduct such simulations at any agency.

The Communications Conference has been scheduled for September 8 and 9 in Columbus. The agenda is still being finalized.

Training and Development Report: Robert Hamilton

Mr. Hamilton reported that 133 people had preregistered for the Summer conference. Strategic planning has been completed in Clermont County and is still in progress in Dayton. A ROMA training in Stark County is pending.

Upcoming trainings include the Planners and Developers Conference set for Aug. 10. OCS will have half the day for OCEAN training specifically for CSBG managers. An Internal Controls Conference will be held Aug. 11, followed by a broader Fiscal Conference on Aug. 12. The trainings are separated because they are funded by different grants. The Communications Conference will be Sept. 8 and 9. All of these trainings will be held at the Holiday Inn Downtown Columbus.

Ms. Robinson-Benning asked if training on how to ramp down weatherization after ARRA could be offered. Mr. Skaggs said a meeting on that topic is planned but he will ask HWAP manager Nick Milano if more training is needed.

Executive Director's Report: Phil Cole

Mr. Cole said most topics were covered in his lunchtime address to the membership.

WARN Notice

Mr. Cole asked the board for its guidance regarding the possibility of issuing a WARN notice on behalf of the network. With the ending of ARRA funding, a number of weatherization workers are expected to be laid off. Each agency which provides weatherization is expected to have a few layoffs, however, taken together, the number is significant enough to seek federal funding for retraining the workers. A WARN notice, filed with the Ohio Department of Job and Family Services would be the first step in seeking federal money to help the workers. As much as

\$5 million in Rapid Response and National Emergency Grant dollars are available through the U.S. Department of Labor.

Ms. House said Ohio Partners for Affordable Energy has offered to file the WARN notice and is in the process of conducting a survey of HWAP providers to determine how many workers will be affected by post-ARRA layoffs. Currently, the estimate is that as many as 1,000 workers will be impacted.

Mr. Brightbill said it would be more appropriate for OACAA to file the WARN than OPAAE. Once it is filed, he said, OACAA could apply for Rapid Response funds which would be used to set up centers around the state where affected workers could update their resumes, use computers to search for jobs and find other support. The NEG funds, if received, could be used to pay tuition for worker retraining and for case management and job placement.

Mr. Norris moved to authorize OACAA to file the WARN notice. Mr. Ricer seconded and the motion carried.

Mr. Brightbill said applying for the money was a separate process and required another motion. Mr. Chipps said the association needs a plan for using the money. Mr. Cole said that would be known when the survey is complete and it would be apportioned based on staffing layoffs.

Mr. Brightbill moved to authorize OACAA staff to, if appropriate, prepare a Rapid Response grant application to be submitted to the Ohio Department of Job and Family Services and that the Executive Committee be authorized to approve the details of that plan. Ms. House seconded the motion. The motion carried.

Mr. Norris cautioned that issuing a WARN notice will attract attention and it might not be good attention. Ms. Robinson-Benning and Mr. Brightbill said a media strategy would be needed from Mr. Cole and Ms. Naragon.

Mr. Chipps noted that we as a network successfully completed the HWAP ARRA program. We stimulated and we weren't charged with sustaining but we will be able to do that anyway. We saw this coming and worker retraining and job placement are things we do every day.

National CSBG Strategy

Mr. Cole discussed the national CSBG strategy and asked if Ohio should advocate for the elimination of public CAPs as a possible way of restructuring CSBG. Mr. Donnellan noted that there is no frame of reference for that discussion in Ohio because there are no public CAPs in Ohio. Mr. Devany was concerned that would make it more controversial and Mr. Chipps asked if we really wanted to be counted among those bashing public employees. The matter was dropped.

Mr. Cole asked for help forming a committee with Kohr Consulting to improve OACAAs technology. Mr. Devany and Mr. Reed said they have staff members who can assist.

OACAA Lease

Leveque has offered OACAA a one year lease at \$2,865.63 per month. This is an increase from the current monthly rate of \$2,475.00 and the first increase in 10 years. The new owner is willing to allow us to stay for a one year term at this rate with a 90 day provision for either party to terminate the lease. The lease terms are being done to accommodate us since we are not certain of what will happen legislatively either positively or negatively. It gives us a chance to reevaluate in 2012 while the owner looks for a tenant for our floor. (He believes the floor could be leased in total to one tenant because of the space next to us which has a large balcony.) If he finds a tenant, we would have 90 days to relocate in this building or find another space. Mr. Reasonover asked if there was equivalent space in the building. Mr. Cole said yes. The board affirmed that Mr. Cole should continue on this path with the owner.

Partnership Report: Joe Devany

Mr. Devany reported that economic development grants are coming soon from the National Partnership. President Don Mathis is busy and the partnership is in good financial shape.

The Partnership is also working on grants for agencies which are helping with natural disasters.

Registration for the national conference in San Francisco is up and rooms are filling up so reserve now.

There is also talk of merging the Partnership's emerging leaders program with NCAF's similar program.

Ms. Robinson-Benning asked if board members could meet with Don Mathis before or after his speech the next day. Mr. Cole said Mr. Mathis has not shared his itinerary.

Energy Report: Joe Devany

Mr. Devany said Dave Rinebolt of Ohio Partners for Affordable Energy is trying to meet with OCS and Executive Directors to "talk about the future."

Head Start

Ms. Robinson-Benning said that Barb Haxton is setting up legislative tours and she is selecting agencies to have tours. Cincinnati is scheduled to have a tour for Congressman Steve Chabot on Aug. 16. WSOS has also been called, according to Ms. House and Ms. Gerken indicated she had been called as well. Ms. Gerken said Congressman Tim Ryan was on Fox News and Greta van Susteren was blasting Head Start. Ryan defended it saying there has been a ROI of \$7 to 8 dollars

for every dollar invested. Mr. Locke added that the day's *Plain Dealer* had published a very positive article on Head Start. Ms. Naragon said she would find the article and send it out.

OURS Report: Larry Price

Mr. Price said the strategy Mr. Cole laid out in lunch was correct and good. A lot came from questions the governor's staff had asked.

COAD Report

Mr. Brightbill said COAD Executive Director Ron Rees needs to be told he is expected to report.

Ms. Robinson-Benning said the OHSAI representative needs to be affirmed.

Old Business

None

New Business

Mr. Locke said this will be his last board meeting. He is resigning, for purposes of retirement from his position at Lorain County Community Action Agency July 31. He said it had been a pleasure working and serving with the board. Ms. Robinson-Benning presented him with a card and thanked him for his service. She suggested he be interviewed on video to enhance the history of the network he has been a part of since 1973.

Ms. Robinson recommended Mr. Chilton to take Mr. Locke's place as Second Vice President of the Board until the next election of officers. The Board agreed without objection.

Open Dialogue

Mr. Brightbill thanked everyone who attended the CAPLAW conference. A variety of webinars are coming up and they are usually free. He encourages members to take advantage of CAPLAW.

Mr. Reed moved to adjourn the meeting at 6:56 p.m. Mr. Brightbill seconded and the motion passed.

Respectfully submitted,

Janice W. Warner, Secretary

Date