



Regular Meeting

Of the

Board of Directors

Of

Central Oklahoma Community Action Agency

Tuesday, March 19, 2019 1:00 p.m.

Central Oklahoma Community Action Agency

131 North Bell 2<sup>nd</sup> Floor - Board Room

Shawnee, Oklahoma 74801

## Central Oklahoma Community Action Agency

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**Our Mission-** Central Oklahoma Community Action Agency *helping people, changing lives, building communities.*


**Our Vision-** Central Oklahoma Community Action Agency helps low-income individuals and families avoid crisis situations in two ways; meeting emergency needs first, then helping families gain self-sufficiency through supportive case management and partnerships with other social service providers.

### **Our Core Values-**

- Attitude of Service
- Mutual Trust and Respect
- Partnerships/Teamwork
- Uncompromising Integrity
- Open and Honest Communication
- Excellence in Serving Communities

### **2017 Strategic Plan Priorities:**

- Early Childhood Development/Parent Education
- Support Services for School Success
- Employment & Training Partnerships
- Affordable and Safe Housing
- Transportation Mass Transit & Car Ownership
- Earned Income Tax Credit and Support Services
- **Character Trait for the Month of February 2019 -** Contentment- Realizing that true happiness does not depend on material conditions. **Community Action PROMISE**



COMMUNITY ACTION CHANGES PEOPLE'S LIVES, EMBODIES THE SPIRIT OF HOPE, IMPROVES COMMUNITIES, AND MAKES AMERICA A BETTER PLACE TO LIVE. WE CARE ABOUT THE ENTIRE COMMUNITY, AND WE ARE DEDICATED TO HELPING PEOPLE HELP THEMSELVES AND EACH OTHER.

## ORDER OF BUSINESS

1. **Call to Order** **Board President Chris Reding**
2. **Roll Call and Determination of Quorum**
3. **Public Expressions-** The public may comment only on any item appearing on this agenda, subject to the following restrictions: statements to the COCAA board members are limited to no more than three (3) minutes for each speaker and, collectively, no more than 30 minutes are allowed for public expressions.
4. **Motion, Discussion and to vote to approve or disapprove** the Minutes of December 2018 board meeting
5. **Motion, Discussion from the Board Development Committee to vote to approve or disapprove** the (2) candidates for Pottawatomie county COCAA Board representation. Introductions of members present **Shari Cooper**
6. **Executive Director's Report** **Barbara Loudermilk**
7. **Motion, Discussion and to vote to approve or disapprove** Executive Director's Report.
8. **Finance Committee Report** **Lee Doolen/ Traci Izell**  
**Swearingen**
9. **Motion, Discussion and to vote to approve or disapprove Finance Committee Items & Report**  
*(The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the board members. However, upon requested by any Board member, any one or more of said matters will be removed from the docket and acted upon separately.)*
10. **Program Development Committee Report -** **Lee Doolen/ C Swearingen**
11. **Motion, Discussion and to vote to approve or disapprove Program Development Committee Items & Report**

*(The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the board members. However, upon requested by any Board member, any one or more of said matters will be removed from the docket and acted upon separately.)*

**12. Resource Development Committee –**

**Terri Grusendorf**

**13. Motion to vote to approve or disapprove Resource Development Report.**

**14. Approval Docket**

**A. Motion to vote to approve or disapprove** the full board review of the revisions of 2019 Strategic Plan.

**B. Motion to vote to approve or disapprove** to the revised COCAA organizational chart; dated (January 2019 ).

**C. Motion to vote to approve or disapprove** the organization of the COCAA board Committee's to include substitutions when there are Board vacancies and scheduling conflict's that may occur for continued successful committee operations.

**D. Discussion and possible Motion to vote to approve or disapprove** COCAA's Mission Statement.

**E. Discussion and possible Motion to vote to approve or disapprove** the full board Review of the 2018 Community Action Plan.

**F. Discussion and possible Motion to vote to approve or disapprove** the Community Action Plan for 2019.

**G. Discussion and possible Motion to vote to approve or disapprove** the revised Job Description for Finance Director/Asst. Executive Director.

**H. Discussion and possible Motion to vote to approve or disapprove** the full Board review of the current Succession Plan dated December 2016.

**I. Discussion and possible Motion to vote to approve or disapprove** the new partnership with COCAA and the United Way of Logan County.

**J. Discussion and possible Motion to vote to approve or disapprove** the review of the COCAA Conflict of Interest statement signed by all COCAA Board members 2019.

**K. Discussion and possible Motion to vote to approve or disapprove** the review of the 2019 COCAA Budget.

**L. Discussion and possible Motion to vote to approve or disapprove** the review of the 2018 Tax Return to be filed.

**M. Discussion and possible Motion to vote to approve or disapprove** the review of the COTS 5311 DOT Executed Resolution from Governing board pledging financial support of the project for COTS. (Letter authorizing individual to executive included)

**N. Discussion and possible Motion to vote to approve or disapprove** the Trafficking Victim Assistance Program (TVAP) with the U.S. Committee for Refugees and Immigrants (USCRI) 2019.

**O. Discussion and possible Motion to vote to approve or disapprove the Logic Models 2018.**

**P. Discussion and possible Motion to vote to approve or disapprove the Logic Models 2019.**

**Q. Discussion and possible Motion to vote to approve or disapprove the ROMA Plan.**

**17. Old Business**

**18. New Business**---any matter not known about or which could not have been reasonably foreseen prior to the time of the agenda posting. 25 Okla. Stat. §311 (A) (9).

**19. Motion to vote to approve or disapprove--- Adjournment**

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**Signature**

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**Date & Time**