



**COCAA Full Board Meeting**

Of the Central Oklahoma Community Action Agency

Tuesday, August 17, 2021

Barbara Loudermilk is inviting you to a scheduled Zoom meeting.

Topic: August 2021 Full On site COCAA Board meeting

Time: Aug 17, 2021 12:00 PM Central Time (US and Canada)

Join Zoom Meeting:

<https://us02web.zoom.us/j/85881468887?pwd=aUt0cGNKUWNTOWFEZTBSUFARNFhIQTO9>

Meeting ID: 858 8146 8887

Passcode: 678332

**12:00 p.m. (NOON) luncheon provided for on-site board members**

Chris Reding, Board President Payne County - County Court House

Lee Doolen, Board Vice President Lincoln County Lincoln County Barn

Sheri Cooper, Board Secretary Lincoln County BancFirst Prague OK

Tiffany Barrett, Board Member Pottawatomie County CPN Domestic Violence offices

Kaye Steele Harrod, Board Member Pottawatomie County Home office

Christi Moore, Board Member Cleveland County CSBI Offices

VACANCY, Board Member Payne County

Dennis Phillips, Board Member Seminole County Phillips Stout Funeral Home

Tim Porter, Board Member Seminole County Seminole County Offices

Lisa Schmidt, Board Member Cleveland County Home Offices

Garry Mize, Board Member, Logan County House of Representative offices

Sue DuCharme, Board Member Logan County City of Guthrie Neighborhood Solutions offices

**Physical location:** 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 -- Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live.**

**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

#### **2019-20 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 August 2021: Insistent--- earnest or emphatic in dwelling something persistent; pertinacious.**

## **ORDER OF BUSINESS**

1. Call to Order Chris Reding
2. Roll Call
3. Introduction of guests – John Chaffin and Kimberly Lopez
4. 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.
5. Motion, Discussion and to vote to approve or disapprove the Minutes of June 2021 COCAA Board Meeting.
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, Vice President
9. Motion, Discussion and to vote to approve or disapprove Finance Committee Items & Report.
10. Program Development Committee Items & Report. Chris Reding, Board President
11. Motion, Discussion and to vote to approve or disapprove Program Development Committee Items & Report.

### **Approval Docket:**

12. Discussion and approval or disapproval to vote on form 990.
13. Discussion and approval or disapproval of the Operating Agreement of MILLENNIUM SOONER LLC AN OKLAHOMA LIMITED LIABILITY COMPANY.
14. Discussion and approval or disapproval to vote on CAP-Community Action Plan.
15. Discussion and approval or disapproval to vote on Customer Service survey results.
16. Discussion and approval or disapproval to vote on revisions on the CSBG CARES ACT guidelines.
17. Discussion and approval or disapproval to vote to identify LMI-Low Moderate Income COCAA cities that may need to have funding services for food pantry/food bank funding and services.

18. Discussion and approval or disapproval to move item to full board vote on Fiscal Policies up-date and amendments.
19. Discussion and approval or disapproval to move item to full board vote on the current COCAA Mission Statement.
20. Discussion and approval or disapproval to move item to full board vote on HOME OFHA contract tax credit program.
21. Discussion and approval or disapproval to move item to full board vote on Wewoka OFHA Duplex program for 4 units of low housing in Wewoka, OK.
22. Discussion and approval or disapproval to vote on the Revisions of the Emergency Solutions Grant Manual August 2021.
23. Discussion and approval or disapproval to move item to full board vote on update on TVAP – National Human Trafficking participation.
24. Discussion and approval or disapproval to vote on the Exception of new employee COTS driver Kenneth Thomas. He was receiving services before employment at COCAA.
25. Discussion and approval or disapproval to vote on the COCAA Reintegration Client Handbook, Policies & Procedures and selection Rubric.
26. Discussion and approval or disapproval of Board Meeting Dates for 2022 and the 2022 Holiday Schedule.

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**Motion to go into Executive session for the purpose of evaluating the Executive Director:**

27. Discussion and approval or disapproval to move item to full board vote on Executive Director's Evaluation and annual compensation review.
28. **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).
29. **Motion to Adjourn**

**Signature PAGE**

Thelma Mc Gee

**Signature**

8/12/2021 4:00 pm

**Date & Time**