



**SPECIAL - COCAA Full Board Meeting**

Of the Central Oklahoma Community Action Agency

Thursday, December 30, 2021

Barbara Loudermilk is inviting you to an on-site COCAA Board Meeting

Quorum On-Site Required

ZOOM will be available to board and Public not in attendance

Time: Noon 12:00 p.m. December 30, 2021, Central Time (US and Canada)

Join Zoom Meeting:

Meeting ID: 849 0483 3950

<https://us02web.zoom.us/j/84904833950?pwd=WFJDY0NTRjloU3owWEpSZWVWY3ZMz09>

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

Chris Reding, Board President-Payne County-County Court House-315 W 6<sup>th</sup> Ave, Ste 203, Stillwater, OK 74074

Lee Doolen, Board Vice President-Lincoln County-Lincoln County Barn-10408 Veterans Dr, Meeker, OK 74855

Sheri Cooper, Board Secretary-Lincoln County-BancFirst-902 W Main, Prague OK 74864

Tiffany Barrett, Board Member Pottawatomie County-CPN Domestic Violence Offices-1601 S Gordon Cooper Dr, Shawnee, OK 74801

Kaye Steele Harrod, Board Member-Pottawatomie County-8 Country Club Road, Shawnee OK 74801

Kim Lopez, Board Member-Cleveland County-Cleveland County Oklahoma Sheriff's Department-111 North Peters Ave., 6<sup>th</sup> Floor, Norman, OK 73069

John Chaffin, Board Member-Payne County-419 S. Stallard, Stillwater, OK 74074

Dennis Phillips, Board Member-Seminole County-Phillips Stout Funeral Home-409 S. Wewoka, Wewoka, OK 74884

Tim Porter, Board Member-Seminole County-Seminole County Offices-12845 NS 3650, Wewoka, OK 74884

Lisa Schmidt, Board Member-Cleveland County-1330 Salsbury St, Norman, OK 73069

Garry Mize, Board Member-Logan County-House of Representative Offices-2300 N Lincoln Blvd, Room 304.1, Oklahoma City, OK 73105

Sue DuCharme, Board Member-Logan County-City of Guthrie Neighborhood Solutions Offices-2003 W Warner Ave, Guthrie, OK 73044

**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 December 2021: Determination vs. Faintheartedness --- purposing to accomplish right goals at the right time, regardless of the opposition.**

## **ORDER OF BUSINESS**

- 1. Call to Order** **Chris Reding**
- 2. Roll Call**
- 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 October 2021 COCAA Board Meeting.**
- 5. Auditor Annual Report conducted by Saunders & Associates from Ada, Oklahoma – Gary Saunders**
- 6. Motion, Discussion and to vote to approve or disapprove the annual COCAA Audit report.**
- 7. Guest Speaker: Mike Little (Sooner Lofts Partnership and Developer) Report on current status of Bank Building, Construction of Shawnee housing, City of Shawnee Park (Pottawatomie County projects) and Wewoka Duplexes (Seminole County Projects).**
- 8. Executive Director’s Report** **Barbara Loudermilk**
- 9. Motion, Discussion and to vote to approve or disapprove Executive Director’s Report.**
- 10. Finance Committee Report** **Lee Doolen, Vice President**
- 11. Motion, Discussion and to vote to approve or disapprove Finance Committee Items & Report.**
- 12. Program Development Committee Items & Report.** **Chris Reding, Board President**
- 13. Motion, Discussion and to vote to approve or disapprove Program Development Committee Items & Report.**

### **Approval Docket:**

- 14. Discussion and approval or disapproval to vote on employee Samantha Robinson receiving CARES ACT funding.**
- 15. Discussion and approval or disapproval to vote on employee Destiny McCathern receiving CARES ACT funding.**
- 16. Discussion and approval or disapproval to vote on the revisions of the COCAA Organization Chart.**

17. Discussion and approval or disapproval to vote on the COCAA Board Calendar Schedule.
18. Discussion and approval or disapproval to vote on the COCAA Holiday Schedule for 2022.
19. Discussion and approval or disapproval to vote on the COCAA Board Committee Assignments.
20. Discussion and approval or disapproval to vote on IT Specialist (Web Site Master) Job Description. (Part Time)
21. Discussion and approval or disapproval to vote to add both Tiffany Barrett, Board Member and Kaye Steele, Board member to the COCAA signature card on Bancfirst account.
22. Motion to go into Executive session for the purpose of discussing benefits of the Executive Director. A public body may go into executive session for the purpose of discussing the salary of an individual salaried public officer or employee. July 23, 1996 (AG Op. No. 96-40)  
  
(Oklahoma Statute Title 25 § 307(B)(1)).
23. Consideration, Discussion, and Vote to Adjourn Out of Executive Session and the Regular Board Meeting Be Reconvened.
24. 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).
25. Motion to Adjourn

Helma J. McGee

Signature

Dec. 17, 2021 2:30pm

Date & Time