

**COCAA Full Board Meeting**

Of the Central Oklahoma Community Action Agency

Friday June 28, 2023

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. June 23, 2023 Central Time (US and Canada)

Join Zoom Meeting: <https://us02web.zoom.us/j/89468068389?pwd=K1hua3RkRkxJL05DVlNKci8vQlFQZz09>

Meeting ID: 894 6806 8389 Passcode: 931612

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

Chris Reding, Board President-Payne County-County Court House-315 W 6th 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, Treasurer 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., 6th 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, Member of Large -Seminole County-Seminole County Offices-12845 NS 3650, Wewoka, OK 74884

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

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

Steve Gentling, Board Member-Logan County-809 West Lake Road, Guthrie, OK 73044

P**hysical location**: Central Oklahoma Community Action Agency

131 North Bell 2nd 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 June 2023 is Respect. Respect ---treating others with honor and dignity.**

**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. **Guest Speakers: Norm Seaburg & Mike Little Bank Building Construction Up-date**
5. **BOARD Training: COCAA Board Financial Literacy Tracy Izell Instructor**
6. **Motion, Discussion and to vote to approve or disapprove the Minutes of April 18, 2023 COCAA Board Meeting.**
7. **Executive Director’s Report Barbara Loudermilk**
8. **Motion, Discussion and to vote to approve or disapprove Executive Director’s Report.**
9. **Finance Committee Report Lee Doolen, Vice President**
10. **Motion, Discussion and to vote to approve or disapprove Finance Items & Report.**
11. **Program Development Report Chris Reding, Board President**
12. **Motion, Discussion and to vote to approve or disapprove Program Development Items & Report.**
13. **Motion, Discussion and to vote to approve or disapprove the slate of candidates for COCAA Board Officers 2023.  
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14. **Motion, Discussion and to vote to approve to go into Executive session to discuss resignation and employment of COCAA staff.**
15. **Motion, Discussion to come out of Executive Session and make motions;**
16. **Motion, Discussion to vote to approve or disapprove resignation of Barbara Loudermilk, Executive Director effective August 31, 2023.**
17. **Motion, Discussion to vote to approve or disapprove the hiring of an Interim Executive Director effective June 28, 2023.**

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**Approval Docket:**

1. **Motion, Discussion, and to vote to approve or disapprove of the revised ESG policies.**
2. **Motion, Discussion, and to vote to approve or disapprove of the 2022 final logic models.**
3. **Motion, Discussion, and to vote to approve or disapprove of the 2023 logic models.**
4. **Motion, Discussion, and to vote to approve or disapprove or the 2022 CAP Review.**
5. **Motion, Discussion and to vote to approve or disapprove the re-seating of Logan County Board Member Sue DuCharme.**
6. **Motion, Discussion and to vote to approve or disapprove the revised/updated Job Descriptions for the COCAA agency.**
7. **Motion, Discussion and to vote to approve or disapprove the reviewed the current Whistle Blower Policy. (embedded in COCAA Policy) Page 33**
8. **Motion, Discussion and to vote to approve or disapprove the community complaint policy. (embedded in COCAA Policy) Page 35**
9. **Motion, Discussion and to vote to approve or disapprove the 990 Accounting report.**
10. **Motion, Discussion and to vote to approve or disapprove the distribution of employee handbooks 2023.**
11. **Motion, Discussion and to vote to approve or disapprove to direct the immediate evaluation of all COCAA employees before August 31, 2023.**
12. **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).

1. **Motion to Adjourn ---**

**Signature**

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**Signature Date & Time**