

**COCAA Full Board Meeting**

Of the Central Oklahoma Community Action Agency

Tuesday October 17, 2023

Tracy Izell 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. October 17, 2023 Central Time (US and Canada Join Zoom Meeting: Tracy Izell is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/88583348502?pwd=NXdEWUFlakdzbEszK3NpUitkL1BKZz09>

Meeting ID: 885 8334 8502

Passcode: 736501

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-348540 E 1020 Road, Meeker, OK 74855

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 October 2023 is Connection. Connection applies at many levels, connecting people through commonality, connecting organizations thru unity and partnerships.**

**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. **BOARD Training: COCAA Board Responsibilities - Amanda Ewing, Director of OKACAA**
5. **Motion, Discussion to vote to approve or disapprove Sheri Cooper Resignation.**
6. **Motion, Discussion to vote to approve or disapprove Lisa Schmidt Relection from Cleveland County.**
7. **Motion, Discussion and to vote to approve or disapprove the Minutes of August 15, 2023 COCAA Board Meeting.**
8. **Motion, Discussion to vote to approve or disapprove to Appoint a new Secretary for the Executive Committee and chair for the Board Development Committee. (Held by Sheri Cooper. According to Bylaws, the Secretary for the Executive Committee chairs the Board Development Committee.)**
9. **Motion, Discussion to vote to approve or disapprove moving Tiffany Barrett to chair Finance Committee. (According to bylaws, the Treasurer needs to be the chair of the Finance Committee.)**
10. **Executive Director’s Report Tracy Izell**
11. **Motion, Discussion and to vote to approve or disapprove Executive Director’s Report.**
12. **Finance Committee Report Lee Doolen, Vice President**
13. **Motion, Discussion and to vote to approve or disapprove Finance Items & Report.**
14. **Program Development Report Chris Reding, Board President**
15. **Motion, Discussion and to vote to approve or disapprove Program Development Items & Report.**

**APPROVAL DOCKET (Items 16 – 20):**

1. **Motion, Discussion and to vote to approve or disapprove the new and reviewed/revised Executive Director Succession Plan.**
2. **Motion, Discussion and to vote to approve or disapprove the COCAA Holiday Dates for 2024.**
3. **Motion, Discussion and to vote to approve or disapprove the COCAA Board Meeting Dates for 2024.**
4. **Motion, Discussion to vote to approve or disapprove Organizational Chart.**
5. **Motion, Discussion to vote to approve or disapprove attendance of Interim Executive Director to NCAP.**
6. **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 ---**

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**Signature Date & Time**