

BOARD MINUTES

DATE: March 10, 2010

MEMBERS:	AFFILIATION	ATTENDANCE
• TONY ANDERSON	Fayette County Commissioner	A
• WILLIAM DENT	NAACP	P
• MIKE GIBBONS-CAMP	Southeastern Ohio Legal Services	P
• NICKI GLISPIE	Victim Witness	P
• GAYLE HANSEN-BROWN	Ministerial Association	P
• CONNIE MATTHEWS	Washington School Board (designee)	P
• GORDON McCARTY	Miami Trace School Board	P
• CHERYL ROYSTER	Fayette Memorial Hospital Social Worker	P
• ADELINA SCHUTT	Hispanic Community	P
• NANCY STEGBAUER	Fayette County Health Department	P
• TAMMY WESTCAMP	Transitional Housing/DV	A
• ROBERT WHITE	Fayette Inn Resident Council	E
• TAVIA WILKERSON-KETTLES	Head Start Parents	A
• FAYE WILLIAMSON	Department of Job & Family Services	P
• CHUCK WINKLE	City Council	P

Vacancies: One

OTHERS PRESENT: Bambi Baughn, Executive Director; Jenny Hollar-Young, Fiscal Officer; Patty Griffiths, Housing Director; Christina Blair, Homeless Programs Director; Heidi McDonald, Mobility Manager; Debbie Blakeley, Head Start Transportation Coordinator; Roger Thompson, Transit Manager

QUORUM PRESENT: YES

1. CALL TO ORDER

Chairman Faye Williamson called the meeting to order at 11:55 AM. Angela Siler introduced her daughter, Lilly, to board members. New member Gayle Hanson Browne was introduced.

2 APPROVAL OF MINUTES OF PREVIOUS MEETING:

2 corrections were made to last month's minutes: Start time was 11:50 AM, not 1:50 AM; and the correct name of the legal aid office is Southeastern Ohio Legal Services. Connie Matthews moved and Chuck Winkle seconded that the minutes of the previous meeting be approved as corrected. Motion passed unanimously.

3. PROGRAM PROGRESS REPORTS/BALANCES OF ACCOUNTS

The attached program progress reports were distributed for review and discussion. There were no financial reports, as we are closing out the fiscal year that ended February 28.

4. Executive Director's Report

- i. Building update

A sign for the front of the main building has been ordered, as well as an awning for the front. We will be getting a new flag. We are planning a ribbon cutting/dedication in place of the May board meeting. May is national Community Action month.

ii. Staff updates

Roger Thompson has been accepted to attend the Community Action Leadership Academy. We have several staff who will attend training conferences in the next couple of months.

Denise Pontius has been hired as fiscal officer. She starts work March 15.

iii. Status of grant applications

The Safe Havens grant was submitted today. Our NSP II contract should be received next week, with a start date of April 1. The Tax Credit applications are due next Friday. The CSBG ARRA Budget needs to be revised.

iv. Federal and state updates

No changes since last meeting.

v. Other information

5. Reports from Major Programs/Actions Requiring Board Approval

A. Early Childhood Programs

i. Director's Report

The Head Start Director, Disabilities Coordinator and Education Director are in Washington DC this week for training on Early Head Start. Debbie Blakeley represented Head Start at the meeting.

Results Letter from the Triennial review was e-mailed to board members. Meeting with Darryl Dilworth and Armetta.

ii. Actions Needing Board Approval

a. Approval of Job Descriptions

The job descriptions were e-mailed last week. One attachment was not the correct position. Connie Matthews described Early Head Start and the services that would be provided. After discussion, Connie Matthews moved and Gordon McCarty seconded that the job descriptions be approved. Motion passed unanimously.

b. Approval of making ARRA COLA increase permanent

Employees at Head Start were given a 1.8% COLA increase with ARRA funds last year. Agencies have the option to make the increase permanent. We have sufficient funding to do this. Michael Gibbons-Camp moved and William Dent seconded to approve the COLA application. Motion passed unanimously.

c. Approval of Priority Checklist

The Priority Checklist was sent to board members last week. The checklist adds Early Head Start to the process. Cheryl Royster moved and Gordon McCarty seconded to approve the checklist. Motion passed unanimously.

There was extensive discussion about Head Start and its long-term effectiveness.

B. Housing Programs
i. Director's Report

Patty Griffiths reported that the first group of families has had their homes Energy Star Certified. New USDA State Director Tony Logan was here for the presentation of the certifications to the families. USDA is holding one of the regional forums on Self-Help Housing in Ohio. It will be at the Fawcett Center in Columbus on April 23.

Patty reported that we purchased two homes with the Landloc funds.

ii. Actions Needing Board Approval
a. Resolution for Tax Credit application

We are applying with the Wallick Company for the 3rd year for tax credits in the preservation pool to rehabilitate 45 townhouse units at Washington Court Apartments. CAC will be a partner and also the supportive services provider. Connie Matthews moved and William Dent seconded to approve the resolution to participate in this project. Motion passed unanimously.

b. Gap Financing Request for Kearney Court

We have submitted an application for funding assistance from the Ohio Housing Finance Agency for Kearney Court, a HUD 202 housing project in New Holland. A resolution was presented authorizing the Executive Director to apply for up to \$450,000 in gap financing for this project. Gayle Hanson-Browne moved and Gordon McCarty seconded to adopt the resolution. Motion passed unanimously.

C. Transportation
i. Director's Report

Roger Thompson reported that 2 new vans have been received through the stimulus funds. The maintenance shop is equipped and we are ordering items needed for OSHA compliance. Drivers will be taking Defensive Driving training at the local Commission on Aging and car seat installation training at the Health Department. Roger has received an in-house drug/alcohol training program, to assure that drivers receive the required training within the time frames specified.

Heidi McDonald described a proposed advertising contract from Eagle Advertising. There was extensive discussion.

ii. Actions Needing Board Approval

None at this meeting.

D. Homeless Programs

i. Director's Report - Point In Time update

Christina Blair presented a Power Point of this year's Point-in-Time count.

ii. Actions Needing Board Approval

None

E. Other Actions Needing Board Approval

None

6. Old Business

None

7. New Business

None

8. Other Business

None

9. Announcements

None

10. Adjournment

The meeting adjourned at 1:30 PM.

Secretary

Date