

NORTHEAST OKLAHOMA COMMUNITY ACTION AGENCY, INC.
REGULAR BOARD MEETING MINUTES

Teleconference
September 28, 2020

The NEOCAA board meeting, via teleconference was called to order at 12:01 p.m. on September 28, 2020. Roll call determined the following members to be present: Gary Buchanan, Ron Cambiano, Misty Bingham, Laura Garner, Bobbi Parris, Jeanie Reed, Brian Wagnon, Scott Van Hoose, Rebecca Jim, Kim Harnar, Mike Lillie, Kim Roblyer and Kim Williams. A quorum of thirteen was present. Ron Cambiano joined the call at 12:03, Mike Lillie joined the call at 12:06, Gary Buchanan was re-appointed at 12:09 & Bobbi Parris joined the call at 12:15

Rebecca Jim conducted the meeting via teleconference.

August 26, 2019 Board Minutes

Rebecca Jim asked the board if there were any additions or corrections to the minutes. There were none. Kim Harnar made a motion to approve the August 26, 2019 board minutes. Brian Wagnon seconded the motion and all approved. Roll call vote was taken. Motion passed 10-0

Management Report for August 2020

John Ann explained to the Board of Directors that due to the circumstances that the management report was included in the packets and she would not elaborate unless there were questions.

Financial Reports August 2019

Tisha Nichols presented the financial reports. Kim Harnar made a motion to approve the financial reports for August, 2020. Patsy Winn seconded the motion and all approved. Roll call vote was taken. Motion passed 11-0

Representative from the public sector in Delaware County

John Ann explained that the Delaware County Commissioner's met on September 1, 2020 & approved the re-appointment of Gary Buchanan to the NEOCAA Board of Directors to represent the public sector in Delaware County. Jeanie Reed made a motion to approve the re-appointment of Gary Buchanan to the NEOCAA Board of Directors. Scott Van Hoose seconded the motion and all were in favor. Roll call vote was taken. The motion passed 11-0

Representative from the low income sector in Adair County

John Ann explained that we have been in contact with some non-profits in Adair County about serving as the Appointing Authority, but the position has not been filled. She asked that we table this item. Gary Buchanan made a motion to table this agenda item. Patsy Winn seconded the motion. Roll call vote was taken. Motion passed 12-0

Personnel Policies

John Ann explained that Kort Besore had reviewed and made changes to the agency Personnel Policies, but due not reaching quorum for the Personnel Committee to vote, we would need to table this item for the next board meeting. Scott Van Hoose made a motion to table the Personnel Policies. Patsy Winn seconded the motion. Roll call vote was taken and motion passed 12-0

2021 Board Meeting Schedule

John Ann went over the meeting schedule with the Board of Directors and asked if there any changes. Jeanie Reed made a motion to approve the 2021 Meeting Schedule. Kim Harnar seconded the motion. Roll Call vote was taken and motion passed 12-0

SAF/CAA

The agency has received notification of the new State Appropriated Funds Community Action Agency allocation in the amount of \$18,832.00. A copy of the budget was attached for the board to review. Patsy Winn made a motion to approve the State appropriated funds for the new SAF/CAA. Misty Bingham seconded the motion. Roll call vote was taken and motion passed 13-0

SAF/HS/CAA

The agency has received notification of the new State Appropriated Funds Community Action Agency Head Start allocation in the amount of \$122,367.00. A copy of the budget was attached for the board to review. Kim Harnar made a motion to approve the State appropriated funds. Jeanie Reed seconded the motion. Roll call vote was taken and motion passed 13-0

CSBG Captain Project Discretionary Funds

The Agency received notification of the CSBG Discretionary funding in the amount of \$5,644.00. These funds will be used to provide the agency with computer support to maintain client demographics, service and outcome information. This information is used to track all programs and maintain good information about success of the clients and programs. Ron Cambiano made a motion to approve the funds in the amount of \$5,644.00. Patsy Winn seconded the motion. Roll call vote was taken and motion passed 13-0

HUD COC Planning

John Ann explained as the lead agency for the NE OK Continuum of Care, the agency has been approved to receive a one-year HUD Homeless Continuum of Care Supportive Housing Program grant in the amount of \$23,959 to pay for Continuum planning cost conducted by NEOCAA's Planner. Funds will be used to pay partial salary to provide staff support for COC Planning activities. A copy of the grant budget was attached for the board of directors to review. Jeanie Reed made a motion to approve

the HUD Continuum of Care Supportive Housing Program Planning grant budget. Kim Harnar seconded the motion. Roll call vote was taken. Motion passed 13-0

EHS/EHS-CCP Policy Council Business & Monthly Reports

Suzie Powers explained that the policy council met September 21, 2020 and approved the operational reports for August, 2020. The reports for the board to review include: credit card expenditures, CACFP reports, enrollment, attendance, and disability reports. Jeanie Reed made a motion to approve the EHS/EHS-CCP policy council business and reports as mentioned. Patsy Winn seconded the motion. Roll call vote was taken, motion passed 13-0.

Items over \$5000.00

Suzie Powers explained that EHS-CCP would like to purchase Bye-Bye Buggies and a covers for Krayola Kids, Kiddieville, & Hannah's House in the amount of \$7,527.17. Patsy Winn made a motion to approve the purchase for Bye-Bye Buggies and covers in the amount of \$7,527.17. Bobbi Parris seconded the motion. Roll call vote was taken & the motion passed 13-0

Discussion

Lisa Thorpe gave a brief review of the Annual Report and gave an update of the Strategic Plan to the Board of Directors. A copy of the annual report was presented at the meeting. There were no questions or concerns.

Lindi Conover-Thompson explained the progress on the Community Needs Assessment

John Ann Thompson discussed the SAF monitoring results

Amy Curry provided the board with Inmates Families for Salvation Army information

Cameron Dozier explained that the agency is looking to upgrade the website

Adjournment

At this time Mike Lillie made a motion to adjourn the meeting. Bobbi Parris seconded the motion. Roll call vote was taken and motion passed 13-0. The meeting adjourned at 12:57 p.m.

 4-12-21

Board Chair

Date


Secretary

04/12/21
Date