

ASCOG
P O BOX 1647
DUNCAN, OK 73533

TO: Executive Committee

INFO TO: All Other Trustees

FROM: Ronnie Ward, Executive Director

DATE: July 8, 2016

SUBJECT: ASCOG Executive Committee Meeting

The ASCOG executive committee will meet Thursday, July 21 at 6:30 p.m. (social hour beginning at 6:00 p.m.) The meeting will be at the Jerry D. Morris Business & Industry Service Center, 3300 W Bois D'Arc in Duncan.

Executive committee members who **cannot** attend, please call Nancy at 1.580.736.7019. If you are a trustee but not a member of the executive committee and plan to attend, please call Nancy by noon **Wednesday, July 20.**

Agenda and readahead attached. We look forward to seeing you at the July meeting.

Executive Committee Members:

Robert Crews	Jesse Cross
Edward Eschiti	Shorty Foster
Max Gallaway	Dick Herrin
Mike Lennier	Royse Reagan
Terry Wyatt	

AGENDA
ASCOG EXECUTIVE COMMITTEE MEETING
6:30 P.M. THURSDAY July 21, 2016
JERRY D. MORRIS BUSINESS & INDUSTRY CENTER
3300 W BOIS D'ARC DUNCAN, OK.

- I. Call to Order and Welcome – Shorty Foster, president
- II. Review, Consider and Act on Minutes of ASCOG Executive Committee May 19, 2016 – Shorty Foster
- III. Report on Budget – Max Gallaway, treasurer / Bob Denard, director, resource management
- IV. Review, Consider and Act on Older Americans Act Title III Nutrition Request for Proposals – Ken Jones, director, supportive services
- V. Review, Consider and Act on Community Expansion for Nutrition Assistance (CENA) Grant Awards for FY 2017 – Ken Jones
- VI. Review, Consider and Act on Title III Transportation Request for Proposals for FY 2017 – Ken Jones
- VII. Staff Progress – Ronnie Ward, executive director
- VII. Adjournment

* In accordance with Title 60 Section 178.8 dealing with conflict of interest, any trust member having a conflict with any action being considered or taken by the trustees should disclose that interest.

* * If you require special accommodations, please notify Nancy by Wednesday, July 20.

ISSUE INFORMATION
BOARD OF TRUSTEES EXECUTIVE COMMITTEE MEETING JULY 21, 2016

1. SUBJECT: Older Americans Act Title III Nutrition Request for Proposals package approval for State Fiscal Year 2017
2. PURPOSE: To obtain executive committee approval of the Title III Nutrition Request for Proposals process for SFY17.
3. DISCUSSION:
 - A. When it became clear we would not have a final budget from DHS prior to June 24, MaddieLuke withdrew their proposal.
 - B. We have extended the contract with Delta Nutrition until September 30 to allow us time to go out for another RFP for nutrition.
 - C. This will not impact the sites at Temple and Cyril as they will be run as single-site projects.
 - D. This will not impact the sites at Pleasant Valley as it closed effective July 1 since no one applied for that site in two previous RFP's.
 - E. This will not impact Hinton and Rush Springs as they voluntarily went independent of Title III effective July 1.
 - F. Metrics will be presented at the July Executive Committee meeting. The metrics will include responses from each site regarding community support and other factors that will allow us to rank sites in determining which sites must close if further site closures are required. As of the date of this memo we still have not received a final budget from DHS.
 - G. A Scoring Guide will be available for review at the July Executive Committee meeting. The scoring process is being modified to allow for a more objective form of scoring.
 - H. The applications in response to the RFP will be presented for approval at the September full board meeting.
4. RECOMMENDATION: That the Executive Committee provide feedback and approval for the new RFP process for senior nutrition.

For additional information, contact the following ASCOG staff member.

Ken Jones
Director
Supportive Services Division

ISSUE INFORMATION
BOARD OF TRUSTEES EXECUTIVE COMMITTEE MEETING JULY 21, 2016

1. **SUBJECT:** Community Expansion for Nutrition Assistance (CENA) Grant Awards for State Fiscal Year 2017
2. **PURPOSE:** To obtain executive committee approval of the applications for SFY17 Community Expansion for Nutrition Assistance (CENA) grant.
3. **DISCUSSION:**
 - A. In the June meeting we addressed the need to get Title III nutrition sites to go independent voluntarily. In the SFY17 CENA applications we are offering up to four nutrition sites the opportunity to receive up to \$20,000 in CENA funds for their first year.
 - B. In order to address the higher priority of funding for meals, the remaining CENA funds will be allotted for only independent senior centers who serve meals at least three times per week.
 - C. Applications are due July 15 and will be reviewed by ASCOG staff for completeness before presentation to the executive committee.
 - D. The executive committee will need to approve the CENA grants in their July meeting in order to free up Title III Nutrition funding by encouraging sites to go independent October 1. This will be necessary to address the expected budget reduction in Title III funding.
 - E. AAA staff will rank the applications according to seniors served, senior population and community impact.
 - F. A copy of each CENA application will be available for review at the July meeting.
4. **RECOMMENDATION:** That the Executive Committee approve funding for CENA applicants based on review of ranking, staff recommendations and CENA funding available.

For additional information, contact the following ASCOG staff member.

Ken Jones
Director
Supportive Services Division

ISSUE INFORMATION
BOARD OF TRUSTEES EXECUTIVE COMMITTEE MEETING JULY 21, 2016

1. **SUBJECT:** Older Americans Act Title III Transportation Request for Proposals package approval for State Fiscal Year 2017
2. **PURPOSE:** To obtain executive committee approval of the Title III Transportation Request for Proposals process for SFY17.
3. **DISCUSSION:**
 - A. In our first request for proposals, only Cyril applied for transportation funding.
 - B. In our second RFP – we awarded funding to CADC for communities in all counties except Caddo and Stephens.
 - C. This RFP will include Stephens County and possible additional counties if funding allows.
 - D. Metrics will be presented at the July Executive Committee meeting.
 - E. A Scoring Guide will be available for review at the July Executive Committee meeting. The scoring process is being modified to allow for a more objective form of scoring.
 - F. The applications in response to the RFP will be presented for approval at the September full board meeting.
4. **RECOMMENDATION:** That the Executive Committee provide feedback and approval for the new RFP process for senior transportation.

For additional information, contact the following ASCOG staff member.

Ken Jones
Director
Supportive Services Division

**JULY 2016
STAFF PROGRESS REPORT**

ADMINISTRATION – Nancy English, Director

No meeting in August. As there is no annual meeting this year, September trustee meeting will be at Business & Industry Service Center.

COMMUNITY & ECONOMIC DEVELOPMENT – Tom Zigler, Director

Already receiving calls about 2017 REAP grants. This year the applications will be the same applications we had last year. The applications will be in WORD with the attachments available to fill out and attach with the application. We need to remind everyone they need to have all the information to make their application by August.

The following is the 2017 REAP workshop schedule:

August 9, 2016 Chickasha - Canadian Valley Tech Center, Rooms 1and 2

August 16, 2016 Lawton - Great Plains Tech Center, Room 701

All the workshops are from 3:00 pm to 4:30 pm.

Applications are due September 28, 2016 at close of business.

ENVIRONMENTAL SERVICES – Stan Rice, Director

Work continues on the **Tillman County** and **Comanche County** Natural Hazard Mitigation Plan updates. However, it was brought to our attention by Oklahoma Emergency Management (OEM) personnel that both plans had a completion time frame that has now or will soon expire. In order to allow work to continue the counties must request and be approved by the OEM director for an extension of the forecasted completion dates.

The **Tillman County** plan was submitted to the OEM offices for review on June 23 however the current time frame does not allow enough time for OEM and FEMA reviews to be accomplished and thereby still requires a deadline extension.

PUBLIC SAFETY – Perry Brinegar, Director

Blanchard fire department has almost completed it's new 2 ½ ton truck and should have the inspection this month. ASCOG area departments are still having fund raiser efforts throughout the summer. Please help in any way possible. **Randlett** FD had a very good turnout for their fund raiser to help purchase new extrication equipment that is battery powered. A BIG thank you to all of the fire fighters and the spouses for all the hard work!

RESOURCE MANAGEMENT - Bob Denard, Director

Working to review, develop, and refine accounting processes to fully utilize the Financial Edge accounting system to replace manual processes.

Winding up the 2014-2015 annual ASCOG audit. This task has been hampered by a crash of the legacy TH accounting system. Repair work on that system continues.

SUPPORTIVE SERVICES – Ken Jones, Director

MaddieLuke withdrew from the previous RFP after realizing we would not have a final budget from DHS in time for them to provide services. We still have not received a final budget from DHS as of the date of this memo. We hope to have a final budget prior to the July meeting of the executive committee.

ASCOG extended the contract with Delta Nutrition through September 30. A new RFP will be published after the July executive committee meeting. So far the only sites to close are the ones at **Pleasant Valley, Hinton** and **Rush Springs**. **Pleasant Valley** seniors will be transported to Patterson by the City of **Lawton** Parks and Rec. The **Hinton** and **Rush Springs** senior centers are taking over the meal services for their respective sites.

Because we have not received a final budget and expect to receive a budget reduction, we have asked all nutrition projects to reduce the number of meals served from five days-per-week to four.

A request for information (RFI) was sent to all Older Americans Act nutrition sites and the community governments who support them. The response to the RFI is due July 15 and a summary will be included in the presentation for the new Request for Proposals.

CENA Applications were published and are also due July 15 and will be presented to the executive committee for a vote. We included an incentive to fund up to four Title III sites who go independent a one-time grant of \$20,000. As of the date of this memo, we have already received notice from the City of **Blanchard** that they will go independent effective October 1.

Our Managed Care team was audited by the ADvantage Administration Unit in June. Our final score on the audit will exceed 90%.