

OKLAHOMA GOVERNMENTS
P O BOX 1647 802 MAIN STREET
DUNCAN, OK 73533

TO: Executive Committee

INFO TO: All Other Trustees

FROM: Ronnie Ward

DATE: April 4, 2019

SUBJECT: ASCOG Executive Committee Meeting

The ASCOG executive committee will meet Thursday, April 18, 2019 at 6:30 p.m. (social hour beginning at 6:00 p.m.). The meeting will be at the Jerry D. Morris Business and Industry Service Center at Red River Technology 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, April 17.

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

AGENDA
ASCOG EXECUTIVE COMMITTEE MEETING
6:30 P.M. THURSDAY, APRIL 18, 2019
JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER
RED RIVER TECH CENTER DUNCAN, OK.

- I. Call to Order and Welcome – Royse Reagan, president

- II. Review, Consider and Act on Minutes of Executive Committee Meeting February 21, 2019 – Royse Reagan

- III. Report on Budget – Jesse Cross, treasurer / Bob Denard, director, resource management

- IV. Outcomes Measurements – Ken Jones, director, supportive services

- V. Legislative Review – Ronnie Ward, executive director; Ken Jones

- VI. Staff Progress – Ronnie Ward

- Adjournment

**APRIL 2019
STAFF PROGRESS REPORT**

ADMINISTRATION – Nancy English, Director

Reconstitution of board of trustees underway.

COMMUNITY & ECONOMIC DEVELOPMENT – Tom Zigler, Director

On April 25, 2019 the Oklahoma Department of Commerce is offering a CDBG Administrator Continuing Education Workshop. This is an opportunity for CED staff to be informed on all the changes concerning programs such as CDBG Grants and OKGrants which is the computer program used by Oklahoma Department of Commerce. Ronnie Ward, Cindy Olis, Mike Dixon and Tom Zigler will be attending to ask questions and gather information to help our communities.

Town Advisor Services

ASCOG's Board of Trustees adopted a competitive procedure allowing ASCOG assign staff to serve as Town Advisors. Dues-paying members of the Association of South Central Oklahoma Governments (ASCOG) are entitled to basic services. This program is designed to fill the needs of communities that need more than basic services including preparing and administering grants, guiding local staff to ensure statutory requirements are being met, strategic planning, asset identification and mapping, bookkeeping, billing, capital improvement planning, etc. After you determine what you can afford and the level of services you desire, we will provide a program tailor-made for your community.

Town Advisor Cost Estimate Calculator

Annual Contract:

\$2,400 annually (\$200 month)

Includes 40 hours of work/travel

Work/travel over 40 hours is billed at \$60/hr. (1/4-hour billing)

Mileage is additional to be paid at state rates (right now 50 cents/mile)

For further information, please contact ASCOG Staff.

Quarterly Contract:

\$750 quarterly (\$250 month)

Includes 10 hours of work/travel

Work/travel over 10 hours is billed at \$75/hour

Mileage is additional to be paid at state rates (right now 50 cents/mile)

Monthly Contract:

\$320 monthly

Includes 4 hours of work/travel

Work over 10 hours is billed at \$80/hour

As Needed:

(Anything less than a month for services as described in the Town Advisor brochure)
\$85/hour for work or travel plus mileage if required.

If you have questions, please contact the CED Staff.

PUBLIC SAFETY – Perry Brinegar, Director

Approved operational grants for fire departments will be submitted to forestry this month. All departments worked diligently to gather needed information for completion. Training for new Firefighters and those needing refresher training continues for such subjects as Auto Extrication, Wild Land training, and Firefighter One certification. If you help with training ideas or presentations, contact **PERRY BRINEGAR** at 580.736.7023.

Also working with Comanche Nation Tribe on their fire department.

RESOURCE MANAGEMENT – Bob Denard, Director

Elderly Assistance, Incorporated is still awaiting an IRS determination of its non-profit status. IRS stated to Ken Jones that they are running 35 days behind due to the last federal government shutdown.

SUPPORTIVE SERVICES – Ken Jones, Director

The Wayne nutrition site served an average of 25 meals per day in March. This is down from last year. I met with the site manager, John Webb on April 2. He is working on an outreach campaign to get his numbers up. As you know, our Title III Senior Nutrition Sites are required to serve at least 25 meals per day.

Community Expansion for Nutrition Assistance (CENA) grant applications are available on our website for senior centers with local boards who are not Title III Nutrition Sites. We are using last year's funding guidelines, so 95% of our CENA grant will reimburse food costs and five percent will reimburse utilities.

ASCOG submitted a proposal to continue providing the Senior Community Services Employment Program in state fiscal year 2020. Our SCSEP program recently underwent DHS program monitoring, but we have yet not received official word on any findings from DHS.

DHS is scheduled to monitor our Area Agency on Aging services April 30.