

**ASSOCIATION OF SOUTH CENTRAL
OKLAHOMA GOVERNMENTS
P O BOX 1647 802 MAIN STREET
DUNCAN, OK 73533**

TO: Executive Committee
INFO TO: All Other Trustees
FROM: Ronnie Ward
DATE: May 2, 2019
SUBJECT: ASCOG Executive Committee Meeting

The ASCOG executive committee will meet Thursday, May 16, 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, May 15.

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

AGENDA
ASCOG EXECUTIVE COMMITTEE MEETING
6:30 P.M. THURSDAY, MAY 16, 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 April 18, 2019 – Royse Reagan
- III. Report on Budget – Jesse Cross, treasurer / Bob Denard, director, resource management
- IV. Staff Progress – Ronnie Ward
- V. Review, Consider and Act on Executive Session to Discuss Employment and Compensation of Executive Director, as per Oklahoma Statute Title 25, Section 307(b) – Royse Reagan

EXECUTIVE SESSION

Discuss Job Description and Compensation for New Executive Director

- VI. Reconvene in Regular Session
- VII. Adjourn

MAY 2019 STAFF PROGRESS REPORT

ADMINISTRATION – Nancy English, Director

Reconstitution of board of trustees underway.

COMMUNITY & ECONOMIC DEVELOPMENT – Tom Zigler, Director

Report given at meeting.

PUBLIC SAFETY – Perry Brinegar, Director

Operational grant forms for recertification of departments has been received and turned into forestry for approval for funding. This is for the next fiscal year starting July 2020. Many of our departments have been taking advantage of the online fire fighter one class which involves hands on training at the local Technology centers or a local fire department on a weekend. Tillman county has a few going thru a class now.

RESOURCE MANAGEMENT – Bob Denard, Director

I filed the first IRS Form 990-N on behalf of Elderly Assistance Incorporated on May 1, 2019. This is the “postcard” filing for 501c3 companies. The tax period was 2018.

Something very important for the Board to keep in mind is that ASCOG has very little cash of its own. Of the \$1,681,292 of cash in ASCOG accounts, only \$102,167 of that belonged to ASCOG. The remainder—REAP and Masonic—is only in the custody of ASCOG. Of the \$102,167, \$26,967 is held in a last stand reserve at Bank of Commerce. Of the remaining \$74,313, 50 percent or more was already obligated in the form of outstanding payments. So, ASCOG had unencumbered cash in its operating account of only around \$30,000. A typical total for ASCOG and SCSEP payrolls is around \$98,000 per month. The difference between a typical operating account balance and just the two payrolls illustrates that ASCOG relies on current month cash flows to continue operations. Any disruption of cash flow or an unexpected increase in expenses can spell disaster for ASCOG’s liquidity. ASCOG’s operating cash balance has dropped \$150 - \$200,000 during this fiscal year. As mentioned above, the Bank of Commerce account is ASCOG’s cash reserve. When it is gone, there is nothing to fall back onto. A very real danger to ASCOG’s liquidity will present soon after the June 30, 2019 fiscal year end when three employees retire. Accrued annual leave which must be paid to these retirees has a total estimated value of around \$12,500 and a contingent expense related to sick leave could cost another \$12,500. These retirement items will likely drain ASCOG’s cash reserve.

SUPPORTIVE SERVICES – Ken Jones, Director

DHS conducted monitoring for the Area Agency on Aging on April 30. They had previously conducted monitoring for the Senior Community Services Employment Program. We have not received results as of the time of this readahead. We hope to have results to share at the May meeting.

The Wayne Nutrition Site averaged 26 meals per day in March. Byars averaged 27. We will watch these two sites closely to ensure they stay above the minimum of 25 meals per day.

We published a request for applications to all independent senior centers in our area for the Community Expansion for Nutrition Assistance (CENA) grant. Applications are due June 6.

Senate Bill 990 was signed into law by Governor Stitt. The bill prohibits providers of Oklahoma Medicare Supplemental Insurance plans from increasing premium rates other than during a specific Medicare Open Enrollment period.

ASCOG Aging Services staff provided a presentation on Elder Abuse, Neglect and Exploitation at the Senior Health and Wellness Expo in Lawton on April 19. According to surveys of the event, we had the highest rated presentation, beating out the Oklahoma Insurance Department, the Oklahoma Attorney General's office and Channel 7 News. Our booth was rated second behind the booth that provided free massage therapy.

Senator Treat's office announced the appointment of Ken Jones by the State Senate President Pro Tempore to the Commission on the Prevention of Abuse of Elderly and Vulnerable Adults. This task force will address guardianships in the coming year.

ASCOG Information and Assistance Specialist, Kristina Manriquez, was elected president of the Oklahoma Alliance of Information and Referral Systems (OKAIRS). AIRS certification is required by DHS for Information and Assistance Specialists at the AAAs.