

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

TO: Board of Trustees
FROM: Ronnie Ward
Executive Director
DATE: June 7, 2019
SUBJECT: ASCOG Trustee Meeting

The ASCOG trustees will meet on Thursday, June 20, 2019 at 6:30 p.m. (social hour beginning at 6:00 p.m.). The meeting will be at the Business and Industry Service Center at Red River Technology Center, 3300 W Bois D'Arc in Duncan.

Agenda, read ahead and issue information papers on agenda items requiring board action are attached.

We look forward to seeing you at the June meeting.

AGENDA
ASCOG BOARD OF TRUSTEES MEETING
THURSDAY JUNE 20, 2019 6:30 P.M.
BUSINESS & INDUSTRY SERVICE CENTER
3300 WEST BOIS D'ARC – DUNCAN OK.

- I. Call to Order and Welcome – Royse Reagan, president
- II. Oath of Office to New Trustees – Gerald Hayes, trustee
- III. Scott Chance – Field Rep for Representative Tom Cole
- IV. Review, Consider and Act on Minutes of ASCOG Board Meeting March 21, 2019 – Royse Reagan
- V. Report on Budget – Jesse Cross, Treasurer, Robert Denard, director, resource management
- VI. Review, Consider and Act on Proposed FY20 Budget – Robert Denard
- VII. Review, Consider and Act on SFY20 Community Expansion for Nutrition Assistance (CENA) Awards to Senior Centers – Ken Jones, director. area agency on aging
- VIII. Review, Consider and Act on Area Agency on Aging Advisory Council Membership – Ken Jones,
- IX. Review, Consider and Act on Executive Session to Discuss Employment of Executive Director, as per Oklahoma Statute Title 25, Section 307(b) 1 – Royse Reagan
- X.

Executive Session

Discuss Compensation and Hiring of Executive Director
- XI. Reconvene in Regular Session to Review, Consider and Act on Employment and Compensation for Executive Director – Royse Reagan
- XII. Review, Consider and Act on Bank Signatures – Ronnie Ward, executive director
- XIII. Staff Progress
- XIV. Adjournment

ISSUE INFORMATION
BOARD OF TRUSTEES MEETING JUNE 20, 2019

1. SUBJECT: Review, consideration and approval for SFY20 Community Expansion for Nutrition Assistance (CENA) Awards to senior centers.

2. PURPOSE: To obtain approval of the CENA grant awards for eligible senior centers

3. DISCUSSION:
 - A. For SFY20, ASCOG's Executive Committee approved a funding matrix that allowed 95% of CENA passthrough funds to be used for food and the remainder for utilities.
 - B. A minimum of three serving days-per-week served was established to qualify for food, remaining sites may apply for utilities.
 - C. We have always given priority to food and utility costs in awarding these grants.
 - D. A copy of the CENA awards report will be given to all members of the board at the June board meeting.

4. RECOMMENDATION: That the Board approve the ASCOG CENA Awards report for SFY20.

For additional information, contact the following ASCOG staff member.

Ken Jones
Director
Supportive Services Division

ISSUE INFORMATION
ASCOG BOARD MEETING JUNE 20, 2019

1. ASCOG AAA Advisory Council Membership Changes.

2. PURPOSE: To obtain board approval for election of the nine-member AAA Advisory Council.

3. DISCUSSION: To address cost issues in 2018, the ASCOG AAA Advisory Council voted to reduce the size of the council to only 9 members, one from each county and one minority rep.

These are the recommendations of ASCOG AAA Director Jones for the new membership of the AAA Advisory Council:

- Caddo – John Kusel
- Comanche – Jalmer “Bo” Fallon
- Cotton – Kathleen Flanagan
- Grady – Merlene Rust
- Jefferson – Ruby Benson
- McClain – Hester Hughes
- Stephens – Haljean Gillespie
- Tillman – Watha Shanks
- Minority – Charity Helms

4. RECOMMENDATION: That the Board elect the above mentioned members to the AAA Advisory Council for SFY2020.

For additional information, contact the following ASCOG staff member.

Ken Jones
Director
Supportive Services Division
580.736.7972 or jone_ke@ascog.org

**JUNE 2019
STAFF PROGRESS REPORT**

ADMINISTRATION – Nancy English, Director

Oath of Office will be administered to two new trustees; Alvin Cargill from Comanche County and Glen Murray from McClain County.

COMMUNITY & ECONOMIC DEVELOPMENT – Tom Zigler, Director

WORKSHOP ATTENDANCE REQUIRED FOR ALL 2020 REAP APPLICANTS

This year's workshop will be different than in the past. There will be only one workshop, and all applicants must attend the 2020 REAP Grant Workshop in order to submit an eligible application. The attendee must be an elected official or an individual appointed by the board or council to represent the entity submitting the application. Any appointment must be reflected in the entity's board minutes. The workshop will be at the Great Plains Technology Center, Room 700, Lawton, on Tuesday, July 23, 2019, beginning at 9:00 a.m. and lasting until 4:00 p.m. The workshop will be conducted by ASCOG staff and will consist of reviewing the 2020 application document, the contract, 5 year strategic plan, Community Development Block Grants (CDBG), and the fiscal year audit requirements. Between now and the scheduled workshop date, applicants must:

1. select an eligible project can be fully funded with grant and leveraged dollars,
2. obtain cost estimates from an eligible source, and
3. take formal board action to approve:
 - a. any individual who is not an elected official but will be representing the applicant for the workshop,
 - b. submittal of the project application,
 - c. 5-year Capital Improvement Plan, and
 - d. any cash or in-kind leverage from the applicant agency. Keep in mind that these matches are not required but do figure into the scoring system.

2020 REAP grants will have the same time requirements. Projects must begin within 6 months and be completed by June 30, 2021.

PLEASE, call CED staff if you have any questions. Tom Zigler office (580) 736-7971 cell (580) 736-4828 or Mike Dixon office (580) 736-7965 cell (580) 606-2201.

2020 REAP WORKSHOP SCHEDULE:

July 23 – Lawton – Great Plans Technology Center – Bldg. 700 – Room 701

The training will be conducted by ASCOG staff and consist of reviewing the 2020 application, contract, 5-year Strategic Plan, Community Development Block grants and the fiscal year audit.

PLEASE call CED staff if you have any questions. Tom Zigler (580) 736-7971, cell phone (580)736-4828 or Mike Dixon (580)736-7965, cell phone

PUBLIC SAFETY – Perry Brinegar, Director

80/20 grant follow up at Geronimo VFD, for an addition to the fire department. Cox's store has completed their grant as close out will be the end of June. Will be attending the Oklahoma State Fire Fighter Conference June 4/8, 2019 in Ponca City. Looking forward to networking with other departments from around the state and hearing lessons learned and outcomes. Training is ongoing at local career technology centers to beat the heat and finish this fiscal year funding. **Looking forward also this month to seeing the budget for the departments next year!!!!**

RESOURCE MANAGEMENT – Bob Denard, Director

ASCOG's cash reserve at Bank of Commerce was used to fill a cash shortfall in the last week of May. Just under \$7000 was moved to ASCOG's operating account.

ASCOG will not have the contract for SCSEP next year. The personnel effect will be that a full-time position and a SCSEP position at ASCOG will be eliminated. Both positions and associated costs (payroll taxes, insurance, etc.) were reimbursed by the state. Two Resource management employees charged part of their time and associated costs to SCSEP; that reimbursement estimated at \$10,000 per year will be lost. Loss of the program also means that ASCOG's indirect expenses will have to be spread over a smaller base which will increase the rate. The indirect rate cannot exceed 30% per contractual limits.

SUPPORTIVE SERVICES – Ken Jones, Director

The contract for Senior Community Services Employment Program (SCSEP) will not be extended past June 30 as mentioned above. More information should be available during the board meeting, but as of the writing of the readahead DHS has not yet disclosed the winning bidders for the SCSEP service.

The IRS approved the 501(c)3 application for Elderly Assistance, Incorporated retroactively.

We are still looking to fill vacancies on the board of Elderly Assistance, Incorporated to represent McClain and Caddo counties. With the approval of the 501(c)3 some board members did not feel comfortable with the move into fundraising and asked to step down. The slate of nominees will be presented at the June board meeting.

Rowena Scott-Johnson of McClain County has decided to step down from the ASCOG AAA Advisory Council after more than 25 years of service. Hester Hughes of Purcell has volunteered to step into that role pending approval of the board. The full slate of council member nominees will be presented at the June board meeting.

The Oklahoma Department of Commerce is adding a contract requirement in SFY2020 that all Community Expansion for Nutrition Assistance (CENA) senior centers comply with the Oklahoma Dept. of Health standards for "Food Establishments."

