



Vision

Oklahoma communities support the development and learning of all children.

Mission Statement

All Oklahoma families have access to quality care and education for their children through community-based resource and referral services.

Voting Members Present: Curtiss Mayes, Jane Humphries, Mike Upton, Tammy Charles, Karen Smith, Marny Dunlap

Nonvoting Members Present: Tina Smith

Members Excused: Clint Everhart, Stephanie Makke

OCCRRA Staff Present: Paula Koos, Michelle Miller

Guests Present: Amber Cuyler, Linda Whaley

Quorum– Was met, of the 8 voting board members 6 were present (5=quorum).

Call to Order

Mike Upton called the meeting to order at 10:08 a.m. with introductions and a warm welcome.

Consent Agenda (Mike Upton)

- Minutes from March 2017 Board Meeting.
- FY2017 – 3rd Quarter Financials (Jan 2017, Feb 2017 and Mar 2017)
- Management Report

Curtiss Mays made a motion to approve all Consent Agenda items; seconded by Tammy Charles. All were in favor.

Finance Committee (Marny Dunlap)

Financials

Third Quarter FY2017 Financials are on track with no surprises.

FY2018 Budget

The FY18 Budget was submitted for board approval. The budget presented had a column for a flat budget; and columns for cuts of 5%, 10% and 15%. At this point, we have been notified by OKDHS CCS that our budget for FY18 will be flat. This is great news.

As OKDHS's year progresses and they finalize their budget, we may yet see a 5% cut, but believe that would be a "worst case scenario". We will keep the budget prepared on the backburner until OKDHS' budget becomes final. The most difficult aspect of a budget cut will be regional allocations. They are already working without enough funds and some could not sustain services if they take another cut. OCCRRA may have to be willing to absorb at least 10% and if necessary adjust the larger regional allocation to absorb the brunt of another budget cut.

Flat budget line items show an increase in some areas and a decrease in others. Nothing unusual or extra is planned for the coming year.

Marny Dunlap made a motion from the Finance Committee to approve the FY2018 Flat Budget; seconded by Karen Smith. All were in favor.

If a cut is taken the board will not have to reconvene to approve another budget. Paula will notify the board and obtain an email approval.

OKDHS FY18 Budget

OKDHS has a budget shortfall of 33 million. They have announced their intention to reduce monitoring visits to licensed child care facilities and homes from the current 3 visits per year. It is unclear whether visits will be reduced to 2 or 1 per year. They also intend to put a freeze on subsidy enrollments.

FY2017 Budget

We are in the last two weeks of the fiscal year's budget. We have moved some money around to make sure everyone could do what is necessary. We anticipate returning approximately \$2,000 of regional money to the state.

Governance Committee (Karen Smith)

New Board Members

The Governance Committee presented three new board members and their resumes/vitas:

- Debbie Deibert from Tulsa Community College has agreed to come onto the board into a term expiring at the end of this year. She may serve two full voting terms with the first term expiring December 2020 because she is completing less than half of the unexpired term.
- Taffy Henderson has taken a new position and has agreed to return to our board. She will take a vacant voting position with the first term expiring December 2018.
- Austin Marshall has taken a new position and has agreed to return to our board. He will take a vacant voting position with the first term expiring December 2018.

- Amber Cuyler will be filling the regional representative non-voting position left vacant by Taffy's resignation.

Karen Smith made a motion to accept new member elections as presented above; seconded by Curtiss Mays. All were in favor.

The board is still looking to obtain new members, preferably from other areas of the state with diverse experience differing from early childhood.

Public Policy Committee (Tammy Charles)

The Public Policy Committee met on Monday, June 22nd. Stephanie Lippert does an excellent job of staying on top of legislation and is much appreciated by the committee and the board of directors.

State Level

The OCCRRA Day at the Capitol was heavily attended and each person's time and effort was greatly appreciated and impactful with legislators.

SB806 - CACFC (food standards) stands.

Nothing else has really changed.

HB1491 passed increasing the number of hours for exempt providers. If a provider is in a county with a population of less than 100,000 they may operate as license exempt if they operate 21 or fewer hours per week. The larger counties (Tulsa, Oklahoma, Canadian and Comanche) remain at 15 hours to be considered license exempt.

Interim Studies will be held in the fall. Nothing has been announced to date that impacts early childhood issues.

The budget has been a challenge. Legislation was passed to implement a cigarette fee of \$1.50 per pack. By calling it a fee rather than a tax, the legislature believed it could circumvent the requirement to pass tax related legislation before the last week of session. The bill is being challenged in court. The fee represents approximately 300 million dollars and without it Oklahoma will be forced to cut already suffering programs and go into special session to consider additional efforts to generate money.

Federal Level

Trump's administration has not shown much support for the early care and education sector of the nation. This is a drastic change from the previous administration that supported child care, young children and families.

Resource Development Committee (chair vacant)

Did not meet this quarter.

Executive Director's Report (Paula Koos)

FY18 CCR&R Contract

The contract is working its way through contract services and should be signed on the day of this meeting. We expect to have it "in-hand" by June 30th. The contract was written as a flat budget from FY17. We can count on that budget for right now but will keep our contingencies for the first three months.

Hispanic Conference

Each year the conference is hosted in conjunction with CECPD. They provide for the facility, speaker fees and food. OCCRRA provides the planning and the preparation including registration. There were just shy of 100 people in attendance this year. The conference is extremely well received by the Hispanic Community in Oklahoma. It is the only conference held in Spanish for child care providers. Some who attend only speak Spanish; however, most are bilingual. They are not shy in expressing their appreciation of the event.

FY17 Progress Assessment Visits

Five of the eight visits are already complete. Tulsa, OKC and SW Region will all be visited within the next week. That will wrap everything up for the year and things are really looking good. Linda Whaley has attended many of the visits. It is always good to sit down face to face with the regions, to tour their facilities and to discuss issues in a one-on-one environment.

Technical Assistance visits are behind for the year; but we anticipate the regions will be on-track by the end of the fourth quarter.

FY18 Progress Assessment Document

Paula will begin working on next year's progress document and goals once this year's visits are complete and she has feedback from all 8 regions on this year's objectives. Linda Whaley's presence during the visits makes formulating a new plan easier as ideas can be discussed with her immediately. It has become apparent that some adjustments will be necessary for FY18.

WLS Training

The Monday following this meeting, OCCRRA and Work Life Systems will begin training regional staff on our new database system and software. The system houses all provider and parent information and interacts for referrals and other necessary data reporting. WLS is much more user friendly than NACCRRAware. We will be able to work in an environment with more flexibility and to obtain more data.

Old Business (Mike Upton)

Strategic Plan

The Strategic Plan will be put into a document that can be used for review during the board meetings.

Discussion and deadlines added to the plan during the June Board Meeting have been depicted in blue font and the plan is an attached document at the end of these meeting minutes.

New Business (Mike Upton)

None

Executive Session

None

Announcements

- The next board meeting is September 21, 2017 beginning at 10 am. New board members voted on during this meeting are effective immediately and will be part of quorum in the September meeting.
- Linda Whaley is beginning to prepare the ITB (Invitation to Bid) for the next CCR&R Services Contract starting with FY19. She will be incorporating federal mandates into the bids language and noting any changes from the previous ITB. She let the board know that R&R is an integral part of goals set out by OKDHS and that we are very important to them.
- There has been an increase in access to assistance for families with children who are experiencing homelessness. Schools have changed their forms to gather names so families can apply for help. Assistance access has also been increased for special needs children, and for infants and toddlers. CCR&R used to provide Infant and Toddler enhancement projects. This was funded by OKDHS CCS and was cut from the budget several years ago. Services were supplemented by the QEI staff. Now the QEI staff has been eliminated in an effort to continue funding CCR&R. Some of these services may be included in the upcoming ITB.

Action Items

- Send Flower Petal document and Pieces of the Puzzle document to Jane Humphries for review and updating. The Pieces of the Puzzle was maintained by Linda Whaley when she worked for CCR&R and is the most recent compilation of services provided in Oklahoma.

There being no further business ***the meeting adjourned at 11:12am.***

Recorded by,



Michelle Miller
Recording Secretary

Respectfully Submitted by,

Stephanie Makke
Board Secretary

Attachment –2017.2018 Strategic Plan by Goal