



**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:** Karen Smith, Tammy Charles, Mike Upton, Jane Humphries, Clint Everhart, Curtiss Mays, Marny Dunlap

**Nonvoting Members Present:** Taffy Henderson, Tina Smith

**Members Excused:** Stephanie Makke, Jim Green

**Members Unexcused:** Martha Balderas

**OCCRRA Staff Present:** Paula Koos, Michelle Miller

**Guests Present:** Keila Garcia, Stephanie Lippert and Sharon Williams joined the board during orientation.

**Quorum**– Was met, of the 10 voting board members 8 were present (6=quorum).

**Orientation began at 10am**

Paula gave a brief history of the organization and how OCCRRA came to be as it is now. The staff each introduced themselves, explained their job duties and gave some personal insight on their own experience with our services (if any) and some detail of their own personality and home life.

**Call to Order**

Mike Upton called the meeting to order at 10:15 a.m. with introductions and a warm welcome to those present and calling in to the meeting.

**Consent Agenda (Mike Upton)**

- Minutes from December 2016 Annual Board Meeting.
- FY2017 – 2<sup>nd</sup> Quarter Financials (October 2016, November 2016 and December 2016)
- Management Report

***Curtiss Mays made a motion to approve all Consent Agenda items; seconded by Karen Smith. All were in favor.***

## **Finance Committee (Marny Dunlap)**

### ***Financials***

Second Quarter FY2017 Financials are on track with no surprises. The agency is in a position to retract funds if it becomes necessary.

### ***FY2017 Budget Contingency***

The state declared a revenue failure and all agencies were told to prepare for a .7% budget decrease.

Paula created a budget contingency for a 1% cut. It included some regional assistance from OCCRRA. Two agencies have had staff changes this year and as a result there may be extra monies. Last year we were able to float money around allowing us to spend almost all of the budget for the year. We anticipate doing the same this year.

### ***DHS Meeting***

Paula attended a meeting yesterday with DHS in which they discussed the budget. The state legislature approved a DHS Supplemental for 38 million dollars. This is still not enough. The agencies within the state have been asked to prepare budgets with 6.8% and 14% cuts. Lesli Blazer spoke during the meeting and explained that 60% of our funds come from the CCDBG and the remaining 40% are TANF monies.

After the meeting Paula and Lesli spoke. Lesli seemed sure that CCR&R would not be receiving any further cut for this year or for next year. Although Paula has prepared budgets with cuts, they have been for smaller amounts; a 14% cut would be devastating to the way we do business.

At this point we will plan to end this year where we are now and beginning FY2018 with a flat budget. Paula will keep the budget contingencies on hand in case the situation changes. Every year we plan for cuts, year after year, and nothing comes of it. It is better to be prepared and have nothing happen than to do nothing and be struck with a cut without preparation.

## **Governance Committee (Karen Smith)**

### ***Board Members***

The Governance Committee's main focus has been recruiting new members. The board was encouraged to submit ideas for recruitment. The board really needs energetic and enthusiastic people who are willing to serve.

### ***Members Leaving***

- Martha Balderas has been unresponsive and has not been attending board meetings. She will be sent a letter removing her from the board.
- Jim Green has tendered his resignation effective immediately.

***Karen Smith made a motion to accept Jim Green's resignation from the Board; seconded by Marny Dunlap. All were in favor.***

Two board members resigned at the end of last year. That leaves three vacant positions that need to be filled. We are down to 8 voting members. Non-voting members do not count towards quorum, which has become 5 attendees.

### **Public Policy Committee (Tammy Charles)**

***Stephanie Lippert gave an overview***

#### ***State Level***

In legislative session some bills we are worried about will disappear.

HB1491 would lower the age of children at summer youth camps from 5 to 4 and increase the number of hours for exempt providers. The number is currently 15, this bill will increase it to 21. DHS suggested that Linda Whaley get the language for part time school age children and see if it fits this situation and protects infants and toddlers. The language was amended and the bill was filed. DHS is comfortable and we are comfortable with the amendments in place. The bill is at the House and will be heard between now and March 23<sup>rd</sup>.

HB1966 to increase group size and ratios has gone dormant.

HB1968 would authorize the new owner of a previously owned child care facility who has made no changes to staff to be able to maintain the same STAR level. This bill would only affect a few facilities. STAR ratings affect the subsidy reimbursement rates. We are not sure this has any true impact on child care quality and therefore do not have a position.

HB1618 is dormant and is very similar to SB806 which increases licensing requirements to have more activity for kids and less screen time. We aren't sure this will end up going anywhere. There is no real purpose to the bill as everything is already in licensing standards. Licensing standards already limit screen time for birth to 2.

#### ***Day at the Capitol***

Stephanie is working to set a date for our annual Day at the Capitol. She will keep everyone posted.

#### ***Federal Level***

Everything is on hold.

### **Resource Development Committee (chair vacant)**

Did not meet this quarter.

### **Executive Director's Report (Paula Koos)**

#### ***Meetings***

Paula has been in a great deal of meetings lately which has turned out to be very beneficial. News and discussion on the budget situation have abounded. We have been getting information quicker and easier, there has been a lot of information flowing back and forth because of where the state stands financially.

The meeting with Lesli Blazer yesterday over the budget was very pleasing. Hopefully it will come to be true and we will not experience any cuts this year or next year.

**Old Business (Mike Upton)**

***Strategic Plan***

Discussion of the current strategic plan has been tabled until after the board meeting.

**New Business (Mike Upton)**

***Strategic Planning***

A special strategic planning session will be held immediately following the board meeting. Grace Kelley will be coming to facilitate the creation of new board goals in a new strategic plan. Some goals were agreed upon at the end of the last Strategic Planning meeting. The idea will be to come up with collective concepts that the board will commit to and turn into activities that will move us in the direction we want to go.

**Executive Session**

The session lasted from 10:37-10:39am.

**Announcements**

None.

There being no further business ***the meeting adjourned to Strategic Planning at 10:44am.***

Recorded by,



Michelle Miller  
Recording Secretary

Respectfully Submitted by,

Stephanie Makke  
Board Secretary