

Wednesday, March 27, 2019
 Registration 8:30am - 3:00pm Southwest Foyer
Pre-Conference 10:00am - 12:00pm

Meetings	Time	Category	Room
OKACAA BOD	10:00am-12:00pm	OKACAA BOARD	EVER A/B
OWHAC	10:00am-12:00pm	WX Staff	E
OHSA	10:00am-10:30am	HS Directors/HS Staff	C
OHSA Affiliates	10:30am-11:30am	HS Directors	C
OHSA	10:30am-11:30am	HS Staff	B
OHSA Reconvenes	11:30am-12:00pm	HS Directors/HS Staff	C
RX for Oklahoma	10:00am-12:00pm	RX for Oklahoma	A

SESSIONS

1:30pm - 4:45pm
 BREAK 3:00pm - 3:15pm

1:30pm-4:45pm Ballroom C
Health Managers Networking
Guest Speaker: *Ami Bax, M.D*
OU Child Study Center

1:30pm-4:45pm Ballroom B

Surviving an ODOC Monitoring: Let's Not Sweat the Small Stuff

This session will discuss the basics of who, what and why we monitor programs. We want to relate to the group that monitoring shouldn't be a stressful time but rather a time to communicate what has been accomplished since the last visit. We will suggest methods of preparing for the monitoring, how to respond to corrective actions and how to use the monitoring report to determine strengths and weaknesses in all areas of compliance. There will be group activities to help the participants better understand how ODOC staff looks for compliance. We encourage questions and discussions throughout this session.

Alicia Hibbets

Oklahoma Department of Commerce

Thursday March 28, 2019
Registration 8:00am - 3:00pm Southwest Foyer

CAP PAC LUNCHEON BALLROOM A - 12:15pm - 1:30pm

\$20 MUST BE PRE-PAID BY 3/27/2019, CASH OR PERSONAL CHECK ONLY

KEYNOTE SPEAKER: TBD

Sessions

8:30am - 12:00pm

BREAK 10:00am - 10:15am

8:30am-10:00am *Ballroom Everest B*

Collaborative Relationships and How to Engage the Community

Effective nonprofit leadership from both board and staff utilizes a more three-dimensional approach to relationship management for resource development, public education, organizational positioning, advocacy and sustainability. Nonprofits should be aware that their public affairs duties are more comprehensive and nuanced than simply having a marketing plan, development plan or media strategy. This session will highlight the importance of a more nuanced and sophisticated approach to the external relationship work necessary for organizational success.

Dan Billingsley

Oklahoma Center for Nonprofits

8:30am-10:00am *Gaylord*

HOME Match 101

This session will provide guidance on identifying eligible sources of match contributions, calculating the value of match contributions, determining when match can be recognized and tracking match obligations and contributions.

Chevelle E. Galbreath

Oklahoma Housing Finance Agency

8:30am-10:00am *Ballroom Everest A*

Employee Benefits-How to Hit a moving Target

We will discuss the current market conditions of our National health and welfare plans, current cost drivers and a multitude of tools and resources that can help uncover the drivers within your organization and ultimately create greater transparency and satisfaction while driving down and controlling cost.

Brady Ayala

Metro Technology Centers

Thursday March 28, 2019
Registration 8:00am - 3:00pm Southwest Foyer

Sessions

8:30am - 12:00pm
BREAK 10:00am -10:15am

8:30am-10:00am Ballroom B

Community Economic Development: Social Enterprise

Realize the potential of operating a social enterprise, both for meeting community needs for jobs and services and for generating flexible income for your CAA. Learn about the wide variety of social enterprises that CAAs have successfully implemented across the country to adapt to your enterprise.

Kevin Kelly

Community Action Partnership

8:30am-12:00pm Ballroom C **EHS/HS STAFF**

ITERS: Best Practices When Using ITERS to Support Infants and Toddlers in Meeting the Age-Appropriate Milestones

Participants will examine the areas assessed using ITERS tool and receive an overview of the tool. Participants will leave the training with practice in assessing learning environments, planning changes and executing the changes to meet the developmental needs of the children in their care. Hands on experience will assist teachers in implementing changes within the environment that will meet the highest quality standards. What should infants and toddlers be doing at various ages? Together, we will gain a deeper understanding of each of the four developmental domains: social/emotional, gross motor, language and cognitive. We will explore appropriate resources and activities to support children in their developmental progression—starting them off on the right foot! This session counts toward CECPD formal training hours.

Patti Jo Wilson

Lakeshore Learning

8:30am-12:00pm Ballroom D **HS/EHS STAFF**

“Brain Growth and Development: Factors that Impact and Strategies to Support”

The Growing Brain is a curriculum published by Zero to Three that is appropriate for those working with young children ages 0-5. It focuses on the latest neuroscience and brain development information in the context of supporting healthy brain development in young children. This session focuses on the effect of stress on the brain and what staff can do to support the child through stressful events. This session counts toward CECPD formal training hours.

Gayla Burris, M.S. CCPS

CARD HS/EHS

Thursday March 28, 2019
Registration 8:00am - 3:00pm Southwest Foyer

Sessions

8:30am - 12:00pm
BREAK 10:00am - 10:15am

8:30am-12:00pm Ballroom E *HS/EHS STAFF*

The Growing Brain: Communication and Language Development

This innovative training focuses on giving trainers evidence-informed strategies with which to prepare early childhood providers for their vital role in building healthy brains. The curriculum fills a unique niche by providing a comprehensive understanding of how the brain develops, along with ways the provider can encourage healthy brain development in children from birth to 5 years old. **This session counts toward CECPD formal training hours.**

Christin Bolinger

Muskogee County Head Start

10:15am-12:00pm Ballroom B

Implementing Innovative Practices: Whole Family Approach

The Learning Community is a learning hub for agencies to share innovative approaches and access proven strategies to move families and communities forward. The Learning Community focus areas include Whole Family/Two Generation Approaches, Integrated Services, Financial Empowerment for Families, Results at the Community Level, to name a few. During this session, participants will learn more about selected frameworks to strengthen their implementation of innovative practices and how applying the whole family approach lens can foster transformation.

Denise Harlow, MSW, CCAP, NCRT

CEO Community Action Partnership

10:15am-12:00pm Ballroom Everest B

Recruit and Retain Effective Tripartite Boards

Topic #1: Developing tripartite boards creates unique challenges based upon the varying perspectives of potential board members. Learn how to train and develop board members to achieve common purpose and clarity around missional efforts.

Topic#2: Learn how successful public charities use applicable best practices to create a sustainable business model that endures over time.

Jerry Wright

Oklahoma Center for Nonprofits

Thursday March 28, 2019
Registration 8:00am - 3:00pm Southwest Foyer

Sessions

8:30am - 12:00pm
BREAK 10:00am - 10:15am

10:15am-12:00pm *Ballroom Everest A*

The Good, the Bad and the Ugly of the 403(b) Market

Discussion of the pros, cons and unknowns of the 403(b) market and what non-profits should know to ensure they are protecting their employees and enhancing the benefits they provide.

Aaron Pottichen

Metro Technology Centers

10:15am-12:00pm *Gaylord*

HOME Rental Compliance

Refresher regarding income inclusions/exclusions, lease requirements, VAWA, and utility allowance options.

Ashley Burke and Sandra McGougan

Oklahoma Housing and Finance Agency

Thursday March 28, 2019
Registration 8:00am - 3:00pm Southwest Foyer

Sessions

1:30pm - 4:45pm
BREAK 3:00pm - 3:15pm

1:30pm-4:45pm Ballroom C HS/EHS STAFF

Using CLASS to Guide Teacher-Child Interaction as a Way of Helping Children Develop Social Emotional Skills and Challenging Behaviors

Teacher/child interaction is the cornerstone of the acquisition of knowledge shared in the early childhood environment. However, what does that really look like in practice? **Let's break down the requirements and discuss how to support children in the classroom by looking at each domain. We will share ideas to help teachers increase the quality of education for their children. Together we will collaborate with others about techniques to help children with self-control and self-regulation. Crying, aggressive actions, and defiance are areas that children need extra support. Taking a team approach and building on strengths will help to facilitate the social emotional development in the classroom. Together we can succeed. This session counts toward CECPD formal training hours.**

Patti Jo Wilson

Lakeshore Learning

1:30pm-4:45pm Ballroom D HS/EHS STAFF

"Brain Growth and Development: Factors that Impact and Strategies to Support"

The Growing Brain is a curriculum published by Zero to Three that is appropriate for those working with young children ages 0-5. It focuses on the latest neuroscience and brain development information in the context of supporting healthy brain development in young children. This session focuses on the effect of stress on the brain and what staff can do to support the child through stressful events. This session counts toward CECPD formal training hours.

Gayla Burris, M.S. CCPS

CARD HS/EHS

1:30pm-4:45pm Ballroom E HS/EHS STAFF

The Growing Brain: Communication and Language Development

This innovative training focuses on giving trainers evidence-informed strategies with which to prepare early childhood providers for their vital role in building healthy brains. The curriculum fills a unique niche by providing a comprehensive understanding of how the brain develops, along with ways the provider can encourage healthy brain development in children from birth to 5 years old. **This session counts toward CECPD formal training hours.**

Christin Bolinger

Muskogee County Head Start

Thursday March 28, 2019
Registration 8:00am - 3:00pm Southwest Foyer

Sessions

1:30pm - 4:45pm
BREAK 3:00pm - 3:15pm

1:30pm-4:45pm *Ballroom B*

A Voice for Change: Community Action's Role in Public Policy and Advocacy

Community Action's mission calls on us to be advocates so that the causes and conditions of poverty can be addressed at all levels. This session will highlight the current state of poverty in our country, address how board and staff can be engaged, and provide attendees in practicing their advocacy skills in seeking change at the local, state, and national levels.

Denise Harlow, MSW, CCAP, NCRT

CEO Communication Action Partnership

1:30pm-3:00pm *Ballroom Everest A*

Stress Management: Burnout, Resilience, and Performance

Are we just working harder...instead of smarter? Discover what neuroscience is uncovering about how we are burning ourselves out and leaving our best performance untapped and unrealized. Learn practical tactics to work smarter, reduce stress, and build resilience, so you can perform at your highest potential.

Erin Greilick

Metro Technology Centers

3:15pm-4:45pm *Ballroom Everest A*

Communicating when the Stakes are High: Tips for Having Difficult Conversations.

Do you ever have or need to have difficult conversations with co-workers, board members, donors or the public? No one wins when we avoid difficult conversations. This session will help you learn and practice strategies to communicate in a positive manner even when you are dreading it.

Kelli Adams

Metro Technology Centers

Friday March 29, 2019

SESSIONS

8:30am - 12:00pm

BREAK 10:00am - 10:15am

8:30am-12:00pm *Ballroom A* **HS/EHS STAFF**

Latest News from OHS and National Centers

Robin and Jean Marie will bring you the latest updates from the Office of Head Start and resources from the National Centers straight from DC. This will be an informative time with plenty of time for Q&A.

Robin Bowen

Region VI T/TA

Jean Marie Gueniot

Region VI T/TA

8:30am-10:00am *Ballroom D*

Financial Oversight, Budgets, Revenue and Expenses

An instructive overview for nonprofit financial management: Accounting for non-accountants.

Jana Harkins

Oklahoma Center for Nonprofits

8:30am-10:00am *Ballroom Everest A*

Risk Management Roundtable

Becky Reynolds and Mark McPherson

8:30am-10:00am *Ballroom E*

Communication: "No More Silos"

Agencies hire caring and compassionate staff who, despite their best efforts, find themselves working in silos. We know that this tends to deprive clients of needed services. This session focuses on how to communicate across interdepartmental lines and work as a team without endless meetings.

Julia Teska

8:30am-10:00am *Ballroom Everest B*

Communication between You and Your Auditor

Communication between the auditee and the auditor is crucial to properly plan an audit, ensure accurate results, and understand those results and the subtleties related to auditor communications. We will discuss ways to improve auditor communication and increase the overall value of the process.

LaDonna Sinning

Arledge and Associates, P.C.

Friday March 29, 2019

SESSIONS

8:30am - 12:00pm

BREAK 10:00am - 10:15am

10:15am-12:00pm *Ballroom Everest B*

New Not-for-Profit Accounting Standards

Gain an understanding of the new not-for-profit financial statements standard. Also other new FASB standards, and tips for implementing the standards within your organization.

Lindsey Williams, CPA

Arledge and Associates, P.C.

10:15am-12:00pm *Ballroom D*

Best Practices for Sustainable Results

Learn how successful public charities use applicable best practices to create a sustainable business model that endures over time.

Jerry Wright

Oklahoma Centers for Nonprofits

10:15am-12:00pm *Ballroom Everest A*

Form I-9 Compliance: Let's Review the Basics

Agent Black will provide an overview regarding the proper completion of the Form I-9. He will review the time frames for completion, some of the common mistakes made during the completion of the form and how an employer can conduct a self-audit of their existing form. He will also cover how an employer can make any needed corrections to the form.

Joseph Black, Special Agent

U.S. Department of Homeland Security

10:15am-12:00pm *Ballroom E*

Project Management: **"How to start at the end and Reach your Goal"**

In this session we will look at how using the full ROMA cycle really does help us get organized and stay organized so that we can achieve identified goals for the client, the community and the agency.

Julia Teska

CLOSING LUNCHEON

12:15pm BALLROOM B and C

KEYNOTE SPEAKER:

Denise Harlow, MSW, CCAP, NCRT
CEO Community Action Partnership

Ted Allen/David Walker Scholarship Award



The Promise of Community Action:

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live.

We care about the entire community, and we are dedicated to helping people help themselves and each other.

SAVE THE DATE!
OKACAA ANNUAL CONFERENCE
SEPTEMBER 18-20, 2019

EMBASSY SUITES, DOWNTOWN