

## Board Recruitment Form CAAVA

### Organization Information

Name of Organization: Court Appointed Advocates for Vulnerable Adults of Oklahoma, Inc. (known as CAAVA of Central Oklahoma)

Mailing Address: Post Office Box 700063, OKC, OK 73107-0063

Phone: 405.607.4307

Fax: 405.563.9497

Email: [info@caava-ok.org](mailto:info@caava-ok.org)

Web Site: [www.caava.org](http://www.caava.org)

Primary Staff Contact

Title: Ms. First Name: Kim Last Name: Kamp Leslie

Position: Executive Director

Mailing Address if different from organizational address: Street Address: 720 W. Wilshire Blvd, OKC, OK 73116

Direct Phone with extension: [Click here to enter text.](#)

Email: [kim.leslie@caava-ok.org](mailto:kim.leslie@caava-ok.org)

**Mission: The primary purpose of CAAVA of Central Oklahoma is to support the formation, development, growth and continuation of programs which recruit, train and supervise citizen volunteers to serve as Court Appointed Advocates for Vulnerable Adults serving adults with one or more physical or cognitive disabilities who are found to have been abused, neglected, or exploited, or any other vulnerable individual, aged eighteen years or older, who is the subject of a guardianship proceeding or related court action**

Major Programs: Training volunteers to serve as guardians ad litem in guardianship judicial proceedings at this time.

Target Population: Vulnerable adults over the age of 18 that are at the center of a guardianship matters pending before the Court. Vulnerable adults can range from an elderly person in many different stages of life, or people with disabilities of all kinds and at all stages.

Total Annual Budget: \$100,000 or less

Major sources of revenue: Oklahoma Developmental Disabilities Council, Oklahoma Bar Foundation, and donors.

How many staff? 1

Significant plans for future, such as a capital campaign or implementation of a new program: Expansion of our program from 4 judicial districts to reach as many judicial districts in Oklahoma and doubling our volunteer base of those willing to serve as guardians ad litem for the Court.

**Board Description:**

What is the primary work of your board? **Fund Raising**

How many board members? **11-20**

How long is a board term? **2 terms of 3 years**

How many consecutive terms can a board member serve? **2 with one extra year if served as President, President remains on the Executive Committee as exofficio member.**

When does the board meet? *(Place an X by all that apply)*

<input checked="" type="checkbox"/> January	<input checked="" type="checkbox"/> February	<input checked="" type="checkbox"/> March	<input checked="" type="checkbox"/> April
<input checked="" type="checkbox"/> May	<input checked="" type="checkbox"/> June	<input checked="" type="checkbox"/> July	<input checked="" type="checkbox"/> August
<input checked="" type="checkbox"/> September	<input checked="" type="checkbox"/> October	<input checked="" type="checkbox"/> November	<input checked="" type="checkbox"/> December

Day: **Thursday**

Time of Day for Board Meetings: **Lunch**

Where does the board meet? **Chesapeake Community Plaza Conference Room A**

**Board Member Obligations****Financial Commitments:**

Annual personal contribution: **We do not set a minimum, but all board members must make a financial contribution during the year.**

Participation in fund raising campaign (sign letters, make calls): **Everyone must participate in some way.**

Sales of tickets or sponsorships for events: **We do not sponsor events at this time.**

Other financial obligations: **None that I know of at this time.**

**Time Commitments**

*(Place an X by all that apply)*

<input checked="" type="checkbox"/>	Service on one or more committees
<input type="checkbox"/>	Volunteer for one or more programs of the organization
<input checked="" type="checkbox"/>	Required attendance at a minimum number of board meetings

Other, please specify **Some board members may be experts in the areas in which we train our advocates (i.e., lawyers, MSW, LCSW, physicians, etc.). We would encourage them to assist staff in training volunteers if possible.**

**Specific Skill Sets Needed on Board**

Are there specific skills you are seeking in new board members? *(Place an X by all that apply)*

<input checked="" type="checkbox"/>	Financial Management	<input checked="" type="checkbox"/>	Legal
<input checked="" type="checkbox"/>	Fund Raising	<input checked="" type="checkbox"/>	Bylaws/Policy Development
<input checked="" type="checkbox"/>	Special Event Management		Human Resources/Personnel
<input checked="" type="checkbox"/>	Marketing/Communications	<input checked="" type="checkbox"/>	Insurance
<input checked="" type="checkbox"/>	Technology	<input checked="" type="checkbox"/>	Real Estate/Property Management
<input checked="" type="checkbox"/>	Other, please specify: Social workers, doctors, educators to assist with training volunteers.		

**Specific Demographics Needed on Board, if any**

Are you seeking representatives among specific demographic groups? *(Place an X by all that apply)*

<input checked="" type="checkbox"/>	Male	<input checked="" type="checkbox"/>	Female
	Teens	<input checked="" type="checkbox"/>	Young Adults
<input checked="" type="checkbox"/>	African American/Black	<input checked="" type="checkbox"/>	Seniors
<input checked="" type="checkbox"/>	Asian American	<input checked="" type="checkbox"/>	American Indian
		<input checked="" type="checkbox"/>	Hispanic/Latino

	Other Racial/Ethnic: <a href="#">Click here to enter text.</a>		
	Specific Religion or Faith: <a href="#">Click here to enter text.</a>		
	Residency		
x	Northwest Oklahoma City	x	Northeast Oklahoma City
x	Downtown Oklahoma City	x	South Oklahoma City
x	Far West Oklahoma City	x	Tinker AFB Area
x	Edmond	x	Jones/Luther
x	Moore	x	Midwest City/Del City
x	Norman	x	Mustang
x	Other El Reno, Ada, Guthrie, Shawnee		

**Other Information You'd Like Potential Board Members to Know:**  
**See attached information regarding the history of CAAVA of Central Oklahoma.**

**Communicating with Potential Board Members**

What other information do you need from potential board members to consider them for your organization's board? **Nothing! We will contact you and arrange to meet with you, our Executive Director, and one of our current board members to discuss our organization with you and determine whether or not you are interested in being nominated for election to the board.**

**How should potential board members contact you?**

	Mail letter of interest to <a href="#">Click here to enter text.</a>		
x	Email statement of interest to <b>Kim Kamp Leslie, Executive Director @ <a href="mailto:kim.leslie@caava-ok.org">kim.leslie@caava-ok.org</a></b>		
	Call this person-- <a href="#">Click here to enter text.</a> - at this number: <a href="#">Click here to enter text.</a>		



Mission and Vision

Court Appointed Advocates for Vulnerable Adults of Oklahoma, Inc. ("CAAVA") is an Oklahoma 501 (c)(3) nonprofit corporation established to advocate for the best interests of vulnerable adults, 18 years and older, within Oklahoma's court system. CAAVA adheres to the belief that all individuals are entitled to a life of dignity with independence and self-determination. The organization encourages and provides assistance to local communities in the development, growth, and continuation of programs that recruit, screen, train and supervise citizen volunteers to serve as court appointed advocates for vulnerable adults, as defined by Oklahoma Statutes. The programs serve adults who, because of age or disability, are at-risk for or who have been abused, neglected, or exploited, and who are the subject of a court proceeding in Oklahoma.

History

In 2001, some members of the Silver Haired Legislature Alumni Association to the Oklahoma State Legislature became aware of problems with legal guardianship court proceedings involving vulnerable adults throughout the state. As a result, several members of the Alumni Association contacted the Oklahoma Department of Human Services, Aging Services Division, about their concerns, and the need

for state legislation to address the serious nature of the problems faced by vulnerable adults in State Court guardianship proceedings. Consequently, two men working for the Aging Services Division drafted legislation and met with several members of the State Senate to discuss the problems and to propose a solution. The members of the Senate that met with these gentlemen agreed that there was a problem, and agreed that there was a need for legislation addressing the situation to be introduced and enacted into law. Several members of the Senate agreed to write and sponsor this important legislation, and in the spring of 2002 Senate Bill 1560 was introduced in both the House of Representatives and the Senate; the measure passed both the House and the Senate on the first vote.

In roughly 2008, CAAVA trained its first volunteers and began working with judges in Oklahoma, Pontotoc, Cleveland, and Canadian County. By utilizing trained volunteers to serve in a guardian *ad litem* capacity for the vulnerable adult during the guardianship proceeding, CAAVA meets the needs of vulnerable adults, and provides them with support during the proceeding. In addition, the presence of a trained CAAVA volunteer to serve as the “eyes and ears” for the Court creates a positive environment and impacts for the presiding judge and for the vulnerable adult.

CAAVA volunteers gather information and make unbiased recommendations to the judge presiding over the matter. Also, they conduct interviews, review medical, financial and other records, attend court hearings and conferences, and prepare a final written recommendation for the Court. If asked, a CAAVA volunteer may testify in the court proceeding. CAAVA volunteer services are provided at no charge to the vulnerable adult served. Funding for CAAVA's program comes from individual and corporate donors, as well as from grants from organizations such as the Oklahoma Bar Foundation and the Oklahoma Developmental Disabilities Council, and others.

For the past 3 years, the founding board has been directly involved in every aspect of recruiting volunteers, creating curriculum used in training, training volunteers, developing relationships with State Court judges, and creating a referral system for judges to use when requesting a CAAVA volunteer in addition to handling the general business matters of the nonprofit. Most of CAAVA's board members work a full-time job in addition to actively volunteering in many different roles with the organization. In the summer of 2011, the board of directors made the decision to hire an Executive Director to join the organization so that CAAVA could expand its services and service areas, as well as develop other opportunities for the organization. Kim Kamp Leslie was hired and began serving as Executive Director in late September. She brings 23 years of experience in the legal industry both as a Certified Legal Assistant (with a background in litigation and court proceedings) and as a law firm administrator; in addition, she has spent the last 6 years working in the nonprofit industry at organizations focusing on children and youth.

Several of CAAVA's founding board members have spent years researching the issues that take place in guardianship proceedings, and the atrocities suffered by vulnerable adults when their voices are not heard during the proceedings. Their research has indicated that there are no other programs like CAAVA in the United States at this time. In fact, other states have contacted our organization to learn what we are doing in Oklahoma and to learn more about our program. For this reason, and many more, it is a very exciting time for CAAVA of Central Oklahoma!