



TO: Posted to SourceAmerica Board of Directors website page
FROM: Brett Coffee, Vice President & General Counsel
DATE: July 11, 2025
RE: Board Disclosure Report

The following is SourceAmerica’s Board of Directors Disclosure Report, as required in the Cooperative Agreement Section G VIII: Agreement Administration: CNA Board Governance.

SourceAmerica Board of Directors Conflict of Interest Policy

SourceAmerica’s Board of Directors Conflict of Interest Policy (the “Policy”) provides that SourceAmerica Board of Directors (“Board members”) have a duty of loyalty to promote and preserve, in good faith, the best interests of SourceAmerica, including its mission, vision, values, and goals. Board members have an obligation to adhere to the highest standard of ethical conduct and avoid any activity or situation where the Board member’s personal interests could conflict, or reasonably appear to conflict, with the best interests of SourceAmerica. Board members are expected to use sound judgment and good faith in identifying actual, potential, or perceived conflicts of interest during their respective term of service. In order to ensure confidence in the impartiality and to avoid potential or perceived conflicts of interest, Board members shall abide by the conflict of interest requirements and guidelines set forth in the Policy.

During a Board member’s term of service, full conflict of interest disclosure, in writing, occurs at the beginning of service and on an annual basis thereafter until the end of service. The disclosure occurs by way of completing or recertifying an Annual Code of Conduct Certification and Conflict of Interest Disclosure Statement and submitting it to SourceAmerica’s Ethics Officer for review and retention.

Any Board member who becomes aware of an actual, potential, or perceived conflict of interest between the filings of successive annual Conflict of Interest Disclosure Statements must promptly submit to the Ethics Officer an amended Conflict of Interest Disclosure Statement (“Disclosure Statement”) disclosing any knowledge he/she may have and provide the requisite information regarding a material change in his/her position, affiliation or independence that could create an actual, potential or perceived conflict of interest.

Intermittent verbal disclosures may supplement annual or other written disclosures and may occur at any time, including Board, committee, and teleconference meetings, if the Board member feels that there is an actual, potential, or perceived conflict of interest that has not been previously submitted in writing. Disclosures are called for by the chair at the beginning of every board or board committee meeting.

Further, the Policy provides requirements on documenting and monitoring of conflicts of interest, escalation, mitigation, and resolutions, as well as violations and training.

Board Composition and Disclosures

The SourceAmerica Bylaws requires that no fewer than twenty percent of the voting directors be employees of an AbilityOne NPA and in alignment with the Cooperative Agreement, no more than forty percent of the total number of voting directors be employees, directors, representatives, or persons otherwise affiliated with a current NPA. In addition, the SourceAmerica Bylaws permits a maximum of six board members that may be nominated by the founding national nonprofit agencies (NNAs) as well as one board member designated by the executive committee of the National Council of SourceAmerica Employers (NCSE). The Cooperative Agreement specifically permits both the NNAs and a member of the NCSE Executive Committee to sit on the SourceAmerica Board. NPAs and NNAs may have a relationship with SourceAmerica and/or participate in the AbilityOne Program. Therefore, situations may arise (*e.g.*, contracts, grants, etc.) which could create a potential conflict of interest. By way of completing the Conflict of Interest Disclosure Statement and making disclosures during committee and board meetings, the following disclosures were made by Board members:

1. Brian Behler: He is the former President and Chief Executive Officer (CEO) of Skils'kin, an NPA which recently merged with Skookum Services, LLC, an NPA now known as Tessera. He is affiliated with the Board of Inland Northwest Land Conservancy.
2. Allen Connely: He is the CEO of Mozaic and Oswego Industries, Inc., which are NPAs. He is also the Chair of NCSE. He serves on the following Boards: New York State Industries of the Disabled, Yates Transit Service Inc., Collaborative of NY Holdings, LLC, and Person Centered Services Care Coordination Organization, LLC.
3. Armando Contreras: He is President and CEO of the NNA United Cerebral Palsy. United Cerebral Palsy entered into a lease with SourceAmerica for office space at its National Office.
4. Deborah Copeland: She is the President and CEO of Dale Rogers Training Center, an NPA. She serves on the following Boards: Castlebrook Crossing Homeowners Association, and the Inclusion & Diversity Consortium Board of Advisors for Schnake Turnbo Frank.
5. Charlotte Hammond: She is the President and CEO of Challenge Unlimited, Inc., an NPA. She serves on the following Boards: Missouri Botanical Garden, Christian Hospital, and the St. Louis Workforce Development Regional Response Team.
6. Mark Lezotte: He serves on the following Boards: Metropolitan Affairs Coalition, Meto Health Foundation, Bridgeway Services, United Cerebral Palsy, and MI-Side Community Impact Network.
7. Reuben Rotman: He is the President and CEO of the Network of Jewish Human Service Agencies, an NNA. He serves on the Board of Social Current.
8. Laura Walling: She is the Vice President of Government Affairs of Goodwill Industries International, Inc., an NNA. She serves on the Board of Nonprofit VOTE.
9. Lisa Webb Sharpe: She is the COO of Peckham, Inc., an NPA. She serves on the following Boards: Michigan Medicine Sparrow Health System, Lansing Regional Chamber of Commerce, and State of Michigan Land Bank Authority.

Avoiding Conflicts of Interest

SourceAmerica takes various steps to avoid and manage potential conflicts of interest with Board members' official duties. These steps include:

1. Monitoring potential conflicts of interest on a regular basis through annual disclosure requirements as well as a requirement for board members to disclose conflicts of interest as they arise, including at the beginning of board and committee meetings.
2. Ethics and conflicts of interest training during board orientation when board members are onboarded as well as annually.
3. Board and committee meeting minutes reviews.
4. On an annual basis, the SourceAmerica Business Integrity and Ethics Office analyzes the following data for the fiscal year to confirm there is no appearance of undue influence by board members.
 - a. Recommendations by SourceAmerica to the U.S. AbilityOne Commission via the NPA Recommendation Process for board member NPAs;
 - b. Procurement List Additions for board member NPAs;
 - c. Financial Assistance provided to board member NPAs; and
 - d. Sponsorships provided to board member NPAs.

Attached to this Board Disclosure Report is an updated full list of the SourceAmerica Board of Directors (in the agreed upon template).

SourceAmerica Board of Directors Roster [as of 7/1/2025]

Update and provide to the Commission within 30 days of any changes

All board members may be reached at 8401 Old Courthouse Rd., Vienna, VA 22182

| Member Name & Contact Information | Employment/Affiliation | Committee Assignments within CNA Structure | Category (as applicable) | Other Board Affiliation(s) |
|--|---|--|------------------------------|---|
| Barrett, Phyllis PBarrett@sourceamerica.org | Retired Unit Supervisor/Vocational Rehabilitation Counselor | Audit Committee Compensation Committee | Member-at-Large | None |
| Behler, Brian BBehler@sourceamerica.org | Former President & CEO Skills'kin | Audit Committee Governance Committee Public Policy Committee | Member-at-Large | Inland Northwest Land Conservancy |
| Bogasky, John jbogasky@sourceamerica.org | Founder and Managing Director, Advancier LLC | <u>Secretary - Executive Committee</u> Finance Committee Public Policy Committee Chair - Strategic Planning Committee | Secretary Member-at-Large | Strathmore Bel Pre Civic Association Glenmont Exchange |
| Connely, Allen aconnelly@sourceamerica.org | President & CEO Mozaic Oswego Industries, Inc. | <u>Executive Committee</u> Chair - Audit Committee Strategic Planning Committee | NCSE NPA Affiliated | Yates Transit Service Inc. Collaborative of NY Holdings, LLC New York State Industries for the Disabled (NYSID) Person Centered Services Care Coordination Organization, LLC |
| Contreras, Armando acontreras@sourceamerica.org | President & CEO United Cerebral Palsy | <u>Executive Committee</u> Finance Committee Chair - Public Policy Committee | NNA United Cerebral Palsy | None |
| Copeland, Deborah dcopeland@sourceamerica.org | President & CEO Dale Rogers Training Center (DRTC) | <u>Executive Committee</u> Compensation Committee Chair - Finance Committee Strategic Planning Committee | NPA Affiliated | Castlebrook Crossing Homeowners Association Inclusion & Diversity Consortium Board of Advisors - Schnake Turnbo Frank |
| Daniels, Bob bdaniels@sourceamerica.org | Retired | <u>Executive Committee</u> Governance Committee Public Policy Committee | Member-at-Large | None |
| Gilmartin, Rich rgilmartin@sourceamerica.org | Retired President - GCE | Finance Committee Public Policy Committee Strategic Planning Committee | Member-at-Large | None |

SourceAmerica Board of Directors Roster [as of 7/01/2025]

Update and provide to the Commission within 30 days of any changes

| Member Name & Contact Information | Employment/Affiliation | Committee Assignments within CNA Structure | Category (as applicable) | Other Board Affiliation(s) |
|--|--|---|---|--|
| Hammond, Charlotte chammond@sourceamerica.org | President & CEO Challenge Unlimited, Inc. | Finance Committee Public Policy Committee Strategic Planning Committee | NPA Affiliated | Missouri Botanical Garden Christian Hospital St. Louis Workforce Development Regional Response Team |
| Hechinger, Mark mhechinger@sourceamerica.org | Chief Administrative Officer & Counsel Easterseals | <u>Executive Committee</u> Chair - Governance Committee Public Policy Committee | NNA Easterseals | None |
| Hughes, Reggie rhughes@sourceamerica.org | Executive Director Palmetto Goodwill Services | Governance Committee Public Policy Committee | NPA Affiliated | None |
| Lezotte, Mark mlezotte@sourceamerica.org | Attorney and Shareholder Butzel Long | <u>Chair – Executive</u> Audit Committee (ex-officio) Compensation Committee (ex-officio) Finance Committee (ex-officio) Governance Committee (ex-officio) Public Policy Committee (ex-officio) Strategic Planning Committee (ex-officio) | Chair Member-at-Large | Metro Health Foundation Bridgeway Services MI-Side Community Impact Network Metropolitan Affairs Coalition United Cerebral Palsy |
| Lorentz, Norm nlorentz@sourceamerica.org | Independent Consultant | <u>Immediate Past Chair – Executive</u> Compensation Committee Governance Committee | Immediate Past Chair Member-at-Large | None |
| McSweeney, Kate KMcsweeney@sourceamerica.org | President & CEO ACCSES | Audit Committee Public Policy Committee Strategic Planning Committee | NNA ACCSES | None |
| Neas, Katy kneas@sourceamerica.org | CEO The Arc | Governance Committee Public Policy Committee Strategic Planning Committee | NNA The Arc | None |
| Ogletree, William “Bill” bogletree@sourceamerica.org | EVP/CFO Three Wire Systems | <u>Vice Chair - Executive Committee</u> Compensation Committee Governance Committee | Vice Chair Member-at-Large | None |
| Rotman, Reuben rrotman@sourceamerica.org | President & CEO Network of Jewish Human Service Agencies | <u>Executive Committee</u> Chair - Compensation Committee Public Policy Committee Strategic Planning Committee | NNA NJHSA | Social Current |

SourceAmerica Board of Directors Roster [as of 7/01/2025]

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| Member Name & Contact Information | Employment/Affiliation | Committee Assignments within CNA Structure | Category (as applicable) | Other Board Affiliation(s) |
|---|---|--|---|--|
| Smith, Sharon ssmith@sourceamerica.org | COO Work, Inc. | <u>Executive Committee</u> Audit Committee Public Policy Committee Strategic Planning Committee | NPA Affiliated | None |
| Walling, Laura lwalling@sourceamerica.org | Vice President, Government Affairs Goodwill Industries International, Inc. | Finance Committee Public Policy Committee | NNA Goodwill Industries International, Inc. | Nonprofit VOTE |
| Webb Sharpe, Lisa Rae lwebbsharpe@sourceamerica.org | COO Peckham | Compensation Committee Finance Committee | NPA Affiliated | Lansing Regional Chamber of Commerce University of Michigan Sparrow Health System Michigan Land Bank Authority |
| Belden, Richard rbelden@sourceamerica.org | President & CEO SourceAmerica | Ex-Officio to all Committees | CNA | None |