

Campbell County CARE Board

AGENDA

Regular Monthly Meeting -
Monday, February 10, 2020 @ 12:00 p.m.
COM Conference Room, Courthouse

OUR MISSION:

“Reduce poverty by allocating resources to support human service agencies.”

WELCOME: Commissioner Shelstad, Kristin Young, and Alex Berger
We are happy to have you!!

Mission Moment:

-

Meeting Minutes

- Quickly review meeting minutes prior to motion (especially for new members joining) - Cara
- Motion to approve January meeting minutes as presented.

Treasurer’s Report

- CSBG Invoices - Tami
- County 1% Invoices – Tami
- Motion to approve invoices as presented.
- Review of Special Account - Beth

Unfinished Business

- Update on CSBG State Visit – Beth/Ivy
- CARE Board “To-Do’s”
 - “A Little About Me” FB Segment 1 completed! How did it go? - Cara
 - **Obtain Board Meeting times/dates from all members of their agencies, send to Sandy/Beth to create a master list**
- Election Results
- Membership Fees: Specifically, National Partnership – Beth
 - (Will vote on paid invoices under the Treasurer’s Report when paid).
-

New Business

- Re-organization of Agency Liaisons – Beth
- Schedule New Member Board Orientation with Kristin and Alex with Beth, Sandy, and appoint a “mentor” to each – Michelle

- Annual CSBG Report Due February 15th Status – Beth
- Quarterly Performance Report, Quarter 1 – Beth

Agency/Committee Update

- **Sandy:** CLIMB Wyoming has lost Jamie Marchetti. Jenny Mashak will take over for now for the Gillette Office, but Bonnie will be handling the 1% applications. Gillette Reproductive has been fairly active with Beth on CAP60 issues. Beth can update? Will contact GARF next month.
- **Felicia:**
- **Sarah:**
- **Tami:**
- **Cara:**
- **Michelle:**

Upcoming Calendar Dates

- Next Board Meeting is **March 9, 2020 at 12:00 p.m.**
- **Agency Hearings:**

ADJOURN

CARE Board “To-Do’s

1. As of January 13th, CARE Board members will start making monthly contacts with our agencies (rotate between agencies?). Call/Email to check-in/touch base, then report to CARE Board at next monthly meeting. **Obtain board meeting times/dates and send to Sandy**, she will then create a master list of board meetings for any board member to attend randomly.
2. “A Little About Me” Facebook Segment by Cara. She will contact a member monthly (or so?) to introduce members of the Board. *In progress.*
3. Re-evaluate our board’s purpose with our Commissioners. Also ask to meet one month prior to Agency Hearings to touch base on agency requests (February-ish?). – *Updated Jan 13th, not able to meet prior due to February commissioner meetings, etc.*
4. Discuss “CARE Board Connection” idea w/all agencies after Agency Funding meetings are complete.
5. AFTER agency meetings, discuss bringing Northwest Wyoming Poverty Alleviation Coalition Simulator (307-578-2729) And/Or Bridges out of Poverty – 7 sessions (EventBrite) to our “celebration” with all agency meetings in our “slow” time.

Campbell County CARE Board
 (Community, Advocacy, Resources, Education)
Reduce poverty by allocating resources to support human service agencies.

January 13, 2020

Present

- | | |
|--|--|
| <input checked="" type="checkbox"/> Commissioner Maul | <input checked="" type="checkbox"/> Sarah Starks |
| <input checked="" type="checkbox"/> Sandy Lenz, Chair | <input checked="" type="checkbox"/> Michelle Geffre |
| <input type="checkbox"/> Jessica Gladson, Vice-Chair | <input checked="" type="checkbox"/> Felicia Messimer |
| <input checked="" type="checkbox"/> Tami Maher, Treasurer | <input checked="" type="checkbox"/> Beth Raab |
| <input checked="" type="checkbox"/> Cara Mittleider, Secretary | <input type="checkbox"/> Ivy Castleberry |
| <input checked="" type="checkbox"/> Brittany Bucholz | <input type="checkbox"/> |

The meeting was called to order by Sandy Lenz at 12:12 p.m. in the Commissioner's Board Room.

<p>Mission Moment: -</p>	<p>City of Gillette on behalf of the YES House applied for and was awarded a CDBG (Community Development Block Grant) award to help replace three kitchens at the YES House!!</p> <p>Today is Brittany and Commissioner Maul's last day on the CARE Board. Brittany decided to not run for re-election and Commissioner Maul will be replaced by Commissioner Shelstad as the CARE Board Commissioner representative next month.</p>
<p>Meeting Minutes: -</p>	<p>Cara moved to approve the November and December minutes. Bob seconded the motion. Motion was voted on and passed unanimously.</p>
<p>Treasurer's Report: -</p>	<p>All looks well, GARF and Senior Center are working on a way to make their reports more efficient to create and present to the CARE Board.</p> <p>CARE Board discretionary fund balance: \$2,477.86 as of today. Only expenses FY20 have been CARE Board retreat lunch and mileage reimbursement for Sarah.</p> <p>Felicia moved to approve the report. Sarah seconded the motion. Motion was voted on and passed unanimously.</p>
<p>Unfinished Business: - CARE Retreat updates</p>	<p>Meeting with Commissioner's in February will be very hard due to the Commissioner's being in legislative session.</p>

	<p>For March hearings, so far we're expected to stay flat for allocations. We will hear more about budget closer to the hearings of any changes.</p> <p>Facebook page – we must leave page as a private group. Felicia will help find a strategy for the page in the coming months.</p> <p>Meeting minutes can be emailed out as a DRAFT copy to the CARE Board after the meeting. There must be NO discussions via email/phone/person about the minutes – you can respond to the minute-taker only, but do NOT reply to all with questions/suggestions/edits/etc.</p> <p>We will start to contact the agencies monthly for a “check-in”. Cara will post monthly an “about me” each month for our agencies to get to know the CARE Board.</p>
<p>New Business:</p>	<p>Beth would like to look for some assistance for the 1% application and getting an information sheet typed up for the CARE Board to review along with all applications. Sandy, Cara & Felicia volunteered if time permits.</p> <p>Michelle submitted an official letter to Sandy and the Board to ask to serve a second term. Cara moves to accept Michelle's offer to serve for a second term on the CARE Board. Felicia seconded the motion. The motion was voted on and passed unanimously.</p> <p>Jessica Gladson submitted an official resignation from her appointed CARE Board position as of today, January 13th.</p> <p>Michelle moved to transfer Cara to fill the remainder of Jessica's term, an appointed position, on the CARE Board. Sarah seconded the motion. The motion was voted on and passed unanimously.</p> <p>Cara accepts the transfer to fulfill the remainder of Jessica's appointed position on the Board, this leaves two open positions that are elected by the low-income population.</p> <p>Cara retracted her application for the open CARE elected position submitted last week via email to Beth.</p>
<p>Agency/Committee Update:</p>	
<p>Upcoming Calendar Items:</p>	<ul style="list-style-type: none"> • Board Election: 1/24/20 at 11:45-12:15pm – Day of Hope at the Soup Kitchen: low-income population

	<p>elects TWO open positions on the CARE Board. (Cara & Michelle will be there)</p> <ul style="list-style-type: none">• Next Board Meeting: 2/10/20 at 12pm in the Commissioner's Board Room.
--	---

The meeting was adjourned at 1:06 p.m.

DRAFT

GILLETTE PROGRAM REPORT

PROFESSIONAL WORKFLOW SPECIALIST

FALL 2019

Climb

W Y O M I N G



RISING UP

“The women in this program included young moms thinking hard about where they wanted to go in life, and women who hadn’t been in school for a while and really wanted to gain new skills relevant in today’s workforce. They came to Climb with high energy and a strong motivation to leave behind unemployment or low-wage jobs with unpredictable hours that were hard on their children.

“For me, Climb wasn’t only a training program, it was a group of amazing women helping each other to grow, to believe in themselves, and to rise up into a better future for us and our children.”

— Sabrina, Program Participant

As a result, they were so hungry to learn and very growth-focused. They definitely grew during the program, especially by bonding together and learning from each other.”

— Jenny Mashak, Gillette Assistant Program Director



10 MOMS & 17 CHILDREN
served in the program



TRAINING DESCRIPTION:

Administrative training including components of Microsoft Office™, QuickBooks™, inventory systems, professional writing, operation of office equipment, and phone skills.

LIFE SKILLS CLASSES:

Parenting
Communication Skills
Conflict Resolution
Budgeting/Finances
Self-care/Fitness
Workplace Safety



CAREERS:

Medical
Law
Industry
Warehouses

— Restoring Hope for Generations



W Y O M I N G

405 West Boxelder Road
#B4, Gillette, WY 82718
307-685-0450

NONPROFIT ORG.
U.S. POSTAGE
PAID
PBR PRINTING

Inside:

LATEST PROGRAM REPORT
SEE YOUR IMPACT ON THE
LIVES OF SINGLE MOTHERS
AND THEIR CHILDREN IN
GILLETTE!

STAY CONNECTED!  climbwyo.org For moms: climbready.org

Left: The program included art activities to help participants practice mindfulness and self-reflection.
Right: The women in this program bonded closely and learned from each other along the way.



**Campbell County CARE Board
2019-2020 CSBG Funds
Financial Tracking Report**

Reporting Agency: Council of Community Services

Funding Period: October 1, 2019- September 30, 2020

Authorized Signature: *M. Campagna*

Date: 1-14-20

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Cost Category	Budgeted Amount	December Expenditures	Year-to-Date CSBG Expenditures	Balance of Budget	% EXPENDED
PERSONNEL SERVICES					
Salaries & Wages	\$ 56,400.00	\$4,890.77	\$15,228.48	\$41,171.53	27.00%
Employer Paid Benefits	\$ 6,400.00	\$652.90	\$1,998.47	\$4,401.53	31.23%
SUPPORTIVE SERVICES					
Utilities	\$ 2,450.00	\$258.63	\$696.27	\$1,753.73	28.42%
Communications	\$ 2,450.00	\$213.15	\$662.63	\$1,787.37	27.05%
Travel-in-State	\$ 800.00	\$108.19	\$438.92	\$361.08	54.87%
SUPPLIES:					
Consumables	\$ 500.00	\$63.81	\$170.09	\$329.91	34.02%
GRANTS-IN-AID					
Emergency Medical, Dental, Food	\$ 21,000.00	\$1,668.50	\$5,080.50	\$15,919.50	24.19%
GRAND TOTAL	\$90,000.00	\$7,855.95	\$24,275.36	\$65,724.65	26.97%

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result in delay of payment. Original signature required on the top portion of this form. Submit invoices to 500 Couth Gillette Avenue, Suite 1100, Gillette, WY 82716 or to BLR01@ccgov.net.

**ALL CAP60 DATABASE ENTRIES FOR THE MONTH ARE TO BE COMPLETED AT THE SAME TIME
OF THE SUBMISSION OF THIS INVOICE**

Invoice and Documentation Received on: <u>1/14/20</u>	FOR COUNTY USE ONLY	Documentation Sufficient? <u>Yes</u>
CARE Board Meeting Date Scheduled For: <u>2/10/20</u>		Approved for payment? _____

Late

**Campbell County CARE Board
2019-2020 CSBG Funds
Financial Tracking Report**

Reporting Agency: Gillette Abuse Refuge Foundation

Funding Period: October 1, 2019- September 30, 2020

Authorized Signature: *E. J. M. [Signature]*

Date: 2-3-2020

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)

Cost Category	Budgeted Amount	January Expenditures	Year-to-Date CSBG Expenditures	Balance of Budget	% EXPENDED
PERSONNEL SERVICES					
SUPPORTIVE SERVICES					
SUPPLIES:					
GRANTS-IN-AID					
Housing and Utility Assistance	\$ 22,000.00	\$200.00	\$200.00	\$21,800.00	0.91%
GRAND TOTAL	\$22,000.00	\$200.00	\$200.00	\$21,800.00	0.91%

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result in delay of payment. Original signature required on the top portion of this form. Submit invoices to 500 Couth Gillette Avenue, Suite 1100, Gillette, WY 82716 or to BLR01@ccgov.net.

ALL CAP60 DATABASE ENTRIES FOR THE MONTH ARE TO BE COMPLETED AT THE SAME TIME OF THE SUBMISSION OF THIS INVOICE

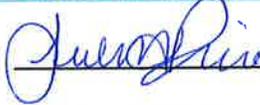
FOR COUNTY USE ONLY

Invoice and Documentation Received on: _____ Documentation Sufficient? _____
 CARE Board Meeting Date Scheduled For: _____ Approved for payment? _____

**Campbell County CARE Board
2019-2020 CSBG Funds
Financial Tracking Report**

Reporting Agency: Gillette Reproductive Health

Funding Period: October 1, 2019- September 30, 2020

Authorized Signature: 

2/4/20

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Cost Category	Budgeted Amount	January Expenditures	Year-to-Date CSBG Expenditures	Balance of Budget	% EXPENDED
PERSONNEL SERVICES					
SUPPORTIVE SERVICES					
SUPPLIES:					
GRANTS-IN-AID					
Wellness Exams, birht control, case management and treatment to Poverty-level individuals	\$ 28,000.00	\$7,565.00	17,030 \$13,465.00	10,970 \$14,535.00	70 48.09%
GRAND TOTAL	\$28,000.00	\$7,565.00	\$13,465.00	\$14,535.00	48.09%

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result is delay of payment. Original signature required on the top portion of this form. Submit invoices to 500 Couth Gillette Avenue, Suite 1100, Gillette, WY 82716 or to BLR01@ccgov.net.

ALL CAP60 DATABASE ENTRIES FOR THE MONTH ARE TO BE COMPLETED AT THE SAME TIME OF THE SUBMISSION OF THIS INVOICE

FOR COUNTY USE ONLY

Invoice and Documentation Received on: _____ Documentation Sufficient? _____
 CARE Board Meeting Date Scheduled For: _____ Approved for payment? _____

**Campbell County CARE Board
2018-2019 CSBG Funds
Financial Tracking Report**

Reporting Agency:

Personal Froniters Inc.

Funding Period: October 1, 2018- September 30, 2019

Authorized Signature:

Donna Morgan

2-5-2020

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Cost Category	Budgeted Amount	January Expenditures	Year-to-Date CSBG Expenditures	Balance of Budget	% EXPENDED
PERSONNEL SERVICES					
SUPPORTIVE SERVICES					
SUPPLIES:					
GRANTS-IN-AID					
Substance Abuse Treatment	\$ 31,000.00	\$8,635.00	\$30,202.50	\$797.50	97.43%
GRAND TOTAL	\$31,000.00	\$8,635.00	\$23,770.00	\$7,230.00	76.68%

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result in delay of payment. Original signature required on the top portion of this form. Submit invoices to 500 Couth Gillette Avenue, Suite 1100, Gillette, WY 82716 or to BLR01@ccgov.net.

ALL CAP60 DATABASE ENTRIES FOR THE MONTH ARE TO BE COMPLETED AT THE SAME TIME OF THE SUBMISSION OF THIS INVOICE

FOR COUNTY USE ONLY

Invoice and Documentation Received on: _____ Documentation Sufficient? _____
 CARE Board Meeting Date Scheduled For: _____ Approved for payment? _____

OH DHOBS
 CSBG
 NOTE: COMPLETE AND RETURN THIS PAGE TO THE ABOVE ADDRESS



Page 1
 Vendor Number 660789
 Date 01/27/20
 PO Number 19007418
 Cost Center 10506

RODNEV
 Region VIII CAA Association
 Region VIII CAP
 202 E Villard
 Dickinson ND 58601

SHPHO
 CAMPBELL COUNTY COMMISSIONERS
 500 S GILLETTE AVE #1100
 GILLETTE WY 82716

PURCHASE ORDER

DESCRIPTION	QUANTITY	UM	UNIT PRICE	EXTENSION
Region Vii CAA Dues Care Bd 10506.6368.01 GRANT SUB-RECIPIENT		EA	.0000	500.00
REQUESTED BY (Dept. User)			AUTHORIZED SIGNATURE (Dept. Manager)	
			ESTIMATED TOTAL	
			500.00	

<p>NOTICE TO VENDOR CONDITIONS FOR PAYMENT</p> <p>1. All claims against Campbell County must be fully itemized, dated and sworn to.</p> <p>ATTACHED INVOICE OR PROOF OF SALE, COMPLETE CERTIFICATION (box to the right)</p>	<p style="text-align: center;">VENDOR CERTIFICATION</p> <p style="text-align: center;">I certify under penalty of false swearing that the foregoing is true and this account is correct and has not been paid, nor any part thereof by the County of Campbell or any individual.</p> <p>DATE <u>1/28/20</u></p> <p>STATE OF WYOMING) County of Campbell) SS. <u></u></p> <p style="text-align: center;">SIGNATURE OF CLAIMANT</p>
--	--



Greetings Fellow Directors,

Attached to this letter is your 2020 Region VIII Dues Invoice. Please complete the necessary information and send to Erv Bren at the address listed.

The Region VIII Association has been an advocate for Colorado, Montana, North Dakota, South Dakota, Utah and Wyoming for over 40 years. We have a long history of fighting for the equal rights of our six rural states in Washington D.C.!

Through Region VIII, you have representation on the National Community Action Partnership Board of Directors (Willy Soderholm, Minot, ND) and on the National Community Action Foundation Board of Directors (Kent Keys, Grand Forks, ND). Willy and I are constantly advocating for our region at board meetings.

Your dues also cover a full yearly membership for your agency with CAPLAW. You may contact them at any time with questions regarding legal issues within your agency. We have utilized their services many times over the years and their expertise is unapparelled! Their guidance is free if you're a Region VIII member. You also receive a discounted rate through Region VIII versus joining as a sole agency.

Region VIII has held numerous regional conferences over the years and our board is currently discussing the possibility of future conferences. We are always open to suggestions and ideas regarding this topic as well as any other topic affecting the region.

In closing, I heartily commend you for the many years of supporting Region VIII and look forward to your continued participation. Feel free to contact me with questions, ideas or concerns at kentkeys@rrvca.com or 701-746-5431.

Kindest Regards,

Kent Keys, President

Region VIII Board of Directors

19067418
Reapply?

10506.6368.01

2020 DUES NOTICE



REGION VIII COMMUNITY ACTION PARTNERSHIP

A unified voice for the region

Regional Associations serve to provide Community Action Agencies a unified voice for the region and a platform for training and technical assistance. Membership is open to all agencies and state associations in Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming.

Working together, we are a shared voice advocating for communities that provide opportunities for all our citizens.

National Partners

The Region VIII board elects representatives to serve on boards of our national partners, including National Community Action Foundation and National Community Action Partnership, giving our region a voice all the way to Washington DC.

CAPLAW Member Benefits

As a member of Region VIII, you also receive membership to Community Action Program Legal Service, Inc (CAPLAW).

1. **Quick and expert resolution of legal and financial issues** Consult with staff attorneys and professionals
2. **Access to nationwide CAA Attorney Network** Referrals to attorneys and financial consultants with expertise in key issues affecting CAAs
3. **Presentations at your state association conferences.** Each year, association members receive up to one day of workshops customized to your members' legal needs
4. **Practical training at national conferences.** Reduced registration fees for CAPLAW events
5. **Current information on CAA legal and financial issues** You will receive the biannual newsletter, CAPLAW Update, and periodic e-bulletins
6. **Members-only online resources** CAPLAW's Bylaws Toolkit at a reduced rate as well as free access to publications and educational materials

All board members must also be a Region VIII CAP Member and are subject to the same dues rates as other Members. If you have questions, please feel free to contact Kent Keys at 701-746-5431 or kkeys@rrvca.com.

To join or renew, separate bottom portion and submit with payment made out to *Region VIII CAP*.

Become a Region VIII CAP Member

- \$125 (Annual CSBG funding less than \$50,000)
- \$250 (Annual CSBG funding \$50,000-125,000)
- \$500 (Annual CSBG funding \$125,000+)

This sliding scale has been authorized by the Region VIII board to better serve smaller agencies within the region

Return to:

Erv Bren
202 E Villard
Dickinson, ND 58601

Agency Name: Campbell County CARE Board

Address: 500 South Gillette Avenue Suite 1100

City, State, Zip: Gillette, WY 82718

Liaison Executive Director: Bethany Raab

Primary Phone #: 307-687-6324 E-mail: BLR01@ccgov.net

Website: _____

Campbell County CARE Board 1% Funding 2019-2020

Organization	Award	BUDGET	July	August	September	October	November	December	January	February	March	April	May	June	Year-to-Date Expenditures	Balance	% Expended
Adult Drug Court	Inv Rec'd Date					10/31/2019											
	Counseling Services	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
AVA	Inv Rec'd Date																
	YOUTH Scholarships	\$4,000.00	\$1,577.00	\$456.00	\$0.00	\$330.00	\$438.75	\$318.75	\$160.00						\$3,280.50	\$719.50	82.01%
Boys & Girls Club of C.C.	Inv Rec'd Date																
	Scholarships	\$49,500.00	\$3,662.56	\$5,458.83	\$2,093.25	\$5,438.85	\$1,433.75	\$5,640.01	\$4,654.00						\$29,381.27	\$21,118.73	57.34%
Campbell County Senior Citizen Center	Inv Rec'd Date																
	Operational Funding	\$415,000.00	\$28,366.00	\$29,575.00	\$36,835.00	\$32,740.00	\$44,169.00	\$37,933.00							\$209,616.00	\$225,382.00	48.15%
CLIMB Wyoming:	Inv Rec'd Date																
	Operational Funding	\$25,000.00	\$0.00	\$0.00	\$0.00	\$813.55	\$0.00	\$10,829.65	\$0.00						\$11,643.20	\$13,356.80	46.57%
Council of Community Services	Inv Rec'd Date																
	Security Cameras	\$6,500.00	\$0.00	\$0.00	\$0.00	\$2,173.51	\$2,962.84	\$2,812.40							\$6,500.00	\$0.00	100.00%
Juvenile & Family Drug Court	Inv Rec'd Date																
	Counseling YIT Program	\$9,000.00	\$1,969.00	\$3,156.50	\$3,263.50	\$352.50	\$258.50	\$0.00							\$9,000.00	\$0.00	100.00%
GARF:	Inv Rec'd Date																
	Operational Funding	\$92,400.00	\$7,699.98	\$7,699.98	\$7,699.98	\$7,699.98	\$7,699.98	\$7,699.98	\$7,699.98						\$53,989.98	\$38,500.14	58.33%
Gillette Reproductive Health	Inv Rec'd Date																
	Forum, Screenings, Education	\$25,000.00	\$2,475.00	\$955.00	\$2,350.00	\$3,925.00	\$1,875.00	\$3,475.00	\$4,225.00						\$19,280.00	\$5,720.00	77.12%
Personal Frontiers	Inv Rec'd Date																
	CARF Training/Certification/ Education	\$3,900.00	\$3,421.00	\$4,200.00	\$8,509.00	\$2,209.75	\$812.00	\$368.00	\$1,446.00						\$20,965.75	\$6,134.25	77.56%
Personal Frontiers	Inv Rec'd Date																
	Client Auditing Fee Scale	\$30,000.00	\$3,421.00	\$4,200.00	\$8,509.00	\$2,209.75	\$812.00	\$368.00	\$1,446.00						\$20,965.75	\$8,034.25	69.89%

Campbell County CARE Board 1% Funding 2019-2020

Organization	Award	BUDGET	July	August	September	October	November	December	January	February	March	April	May	June	Year-to-Date Expenditures	Balance	% Expended
Second Chance Ministries	Inv Rec'd Date		10/2/2019	10/2/2019	10/2/2019	11/4/2019	12/5/2019	1/2/2020	2/3/2020								
	Employment Support for Clients/Administrative Support	\$20,000.00	\$1,440.49	\$1,388.87	\$543.12	\$5,519.16	\$4,699.55	\$1,161.49	\$1,194.00						\$15,046.68	\$4,053.32	79.73%
	Inv Paid Date		10/25/2019	10/25/2019	10/25/2019	11/15/2019	12/27/2019	1/19/2020									
Wright Community Assistance:	Inv Rec'd Date		10/2/2019	10/2/2019	10/2/2019	11/5/2019	12/5/2019	1/6/2020	02/04/20								
	Assistance/Resources for Clients	\$8,000.00	\$0.00	\$2,340.00	\$500.00	\$0.00	\$170.00	\$500.00	\$0.00						\$3,510.00	\$4,490.00	43.85%
	Inv Paid Date			10/25/2019	10/25/2019	12/5/2019	12/27/2019	1/19/2020									
Visitation & Advocacy Center:	Inv Rec'd Date		12/2/2019	12/2/2019	12/2/2019	12/23/2019	12/23/2019	1/2/2020	2/4/2020								
	Operational Funding	\$65,000.00	\$4,807.94	\$4,149.79	\$4,350.43	\$4,646.64	\$7,952.20	\$5,795.66	\$9,014.26						\$40,706.92	\$24,293.08	62.63%
	Inv Paid Date		1/19/2020	1/19/2020	1/19/2020	1/19/2020	1/19/2020	1/19/2020									
YES House	Inv Rec'd Date				10/3/2019	11/4/2019	12/4/2019	1/6/2020	2/5/2020								
	Operational Funding	\$315,000.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00						\$183,750.00	\$131,250.00	58.33%
	Inv Paid Date		9/27/2019	9/27/2019	10/25/2019	11/15/2019	12/27/2019	1/19/2020									
TOTAL		\$1,132,900.00	\$83,136.48	\$88,694.86	\$93,038.94	\$95,009.94	\$105,315.57	\$103,032.44	\$44,643.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$822,871.17	\$510,028.83	\$8.14

RED EQUALS LATE REPORT

**Campbell County CARE Board
2019-2020 Contract for Services County 1% Funds
Financial Tracking Report**

Reporting Agency:

Campbell County Senior Center

Funding Period: July 1, 2019 to June 30, 2020

Authorized Signature: Midge Kuntz

Date: 1/16/2020

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise, (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Budgeted Line Item	Budgeted Amount	December Expenditures	Year-to-Date Expenditures	Contract Balance
Executive Director: Partial Salary, Taxes and Benefits	\$26,430.00	2,033.00	7,804.00	18,626.00
Admin Services: Partial Salaries, Taxes and Benefits	\$108,400.00	6,522.00	29,566.00	78,834.00
Transportation Services: Partial Salaries, Taxes and Benefits	\$83,103.00	7,757.00	27,418.00	55,685.00
Congregate Services: Partial Salaries, Taxes and Benefits	\$20,700.00	2,089.00	6,536.00	14,164.00
Home Delivered Meal Services: Partial Salaries, Taxes and Benefits	\$59,572.00	6,357.00	21,536.00	38,036.00
Wyoming In-Home Services: Partial Salaries, Taxes and Benefits	\$22,300.00	2,079.00	7,208.00	15,092.00
Nat'l Family Caregiver Services: Partial Salaries, Taxes and Benefits	\$1,400.00	159.00	544.00	856.00
Maintenance Agreements: Computer, Office, Kitchen and Building Equipment	\$27,248.00	4,248.00	5,793.00	21,455.00
Postage	\$450.00	36.00	78.00	372.00
Professional Services: Acctng, Drug Screens, Background, Medical	\$10,500.00	1,086.00	3,752.00	6,748.00
Office Supplies	\$1,000.00	210.00	718.00	282.00
Program Expenses	\$2,785.00	296.00	1,096.00	1,689.00
Telephone Expense	\$2,000.00	156.00	624.00	1,376.00
Staff Development: Training & Conferences	\$3,700.00	-	634.00	3,066.00
Travel: Mileage	\$1,190.00	-	902.00	288.00
Insurance: Property/Liability	\$8,400.00	668.00	2,630.00	5,770.00
Utilities	\$39,000.00	3,467.00	12,168.00	26,832.00
Building Expenses	\$11,572.00	599.00	2,516.00	9,056.00
Custodial Expenses	\$5,250.00	171.00	1,186.00	4,064.00
	0	-	-	-
	0	-	-	-
Grand Total:	435,000.00	37,933.00	122,720.00	302,291.00

Net Amount of this Claim:	37,933.00
----------------------------------	------------------

225,302

209,618

Unduplicated Number of Clients Served with County Funds	192
YTD Unduplicated Clients Served	192

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result in delay of payment. Original Signature required on the top portion of this form. Submit invoices to 500 South Gillette Avenue, Suite 1100, Gillette, WY, 82716 or to BLR01@ccgov.net.

FOR COUNTY USE ONLY	
Invoice and Documentation Received on: _____	Documentation Sufficient? _____
CARE Board Meeting Date Scheduled for: _____	Approved for payment? _____

**Campbell County CARE Board
2019-2020 Contract for Services County 1% Funds
Financial Tracking Report**

Reporting Agency: Visitation and Advocacy Center

Funding Period: July 1, 2018 to June 30, 2019

Authorized Signature: Pamela Hyde

Date: 2-5-20

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Budgeted Line Item	Budgeted Amount	January Expenditures	Year-to-Date Expenditures	Contract Balance
Director Salary	12,000.00	3,291.30	8,404.50	3,595.50
Access Supervisor	12,920.00	1,324.07	3,972.83	8,947.17
Access Assitant	10,000.00	1,350.61	3,600.08	6,399.92
Access Assistant	10,000.00	2,382.08	4,611.26	5,388.74
Forensic Interviewer	3,500.00		-	3,500.00
Insurance	2,000.00		-	2,000.00
Accounting	3,850.00		-	3,850.00
Utlites	1,400.00		23.07	1,376.93
Maintance	2,650.00		185.00	2,465.00
Mlleage	780.00		-	780.00
Computer	1,500.00	71.59	476.59	1,023.41
Copier	1,000.00	558.80	885.04	114.96
Supplies	1,000.00		56.00	944.00
Postage	200.00		-	200.00
Telephone	200.00	67.66	139.90	60.10
Background Checks	1,000.00		#VALUE!	#VALUE!
Child Advocacy Certificator	1,000.00		-	1,000.00
0	-		-	-
0	-		-	-
0	-		-	-
0	-		-	-
Grand Total:	65,000.00	9,046.11	2,354.27	42,645.73

Net Amount of this Claim: 9,046.11

40,788.00
00.92

24,800.83
293.08

Unduplicated Number of Clients Served with County Funds	383
YTD Unduplicated Clients Served	380

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result in delay of payment. Original Signature required on the top portion of this form. Submit invoices to 500 South Gillette Avenue, Suite 1100, Gillette, WY, 82716 or to BLR01@ccgov.net.

FOR COUNTY USE ONLY	
Invoice and Documentation Received on: <u>2/10/20</u>	Documentation Sufficient? <u>Yes</u>
CARE Board Meeting Date Scheduled for: <u>2/10/20</u>	Approved for payment? _____

Remove 31.85 late charge

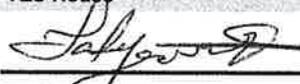
Late submission

**Campbell County CARE Board
2019-2020 Contract for Services County 1% Funds
Financial Tracking Report**

Reporting Agency: YES House

Funding Period: July 1, 2019 to June 30, 2020

Authorized Signature: _____



Date: _____

2/5/2020

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and case receipts are for the purposes set forth in the terms and conditions of the award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)

Budgeted Line Item	Budgeted Amount	December Expenditures	Year-to-Date Expenditures	Contract Balance
Executive Director's Salary	8,800.00	705.68	5,376.88	3,423.12
Operation Director's Salary	8,200.00	489.47	5,641.17	2,558.83
Full Time Salaries	158,400.00	14,093.49	89,594.89	68,805.11
Part Time Salaries	49,000.00	3,335.57	24,698.09	24,301.91
Payroll Taxes	15,400.00	1,355.90	9,826.88	5,573.12
Benefits	35,800.00	2,539.06	24,026.54	11,773.46
Utility Services	14,500.00	1,360.09	9,856.72	4,643.28
Food	9,000.00	1,018.80	4,205.61	4,794.39
Maintenance - Facility & Vehicle	7,500.00	389.48	4,341.54	3,158.46
Computer Software/Maint.	6,000.00	615.00	4,305.00	1,695.00
Telephone, Office Supplies, Postage	2,400.00	347.46	1,876.68	523.32
Grand Total:	315,000.00	26,250.00	183,750.00	131,250.00

Net Amount of this Claim:	26,250.00
----------------------------------	------------------

Unduplicated Number of Clients Served with County Funds	24
YTD Unduplicated Clients Served	204

This form is due on or before the 5th of each month. Failure to submit your invoice by the 5th may result in delay of payment. Original Signature required on the top portion of this form. Submit invoices to 500 South Gillette Avenue, Suite 1100, Gillette, WY, 82716 or to BLR01@ccgov.net.

Invoice and Documentation Received on CARE Board Meeting Date Scheduled for:	2/5/20	FOR COUNTY USE ONLY Documentation Sufficient? <u>Yes</u> Approved for payment? _____
	2/10/20	

The Gillette News Record

Advertising Receipt

P.O. Box 3006
Gillette, WY 82717

Phone: (307)682-9306

Campbell Co. CARE Board
500 S. Gillette Avenue Ste. 1100
GILLETTE, WY 82716

Acct #: 04101833
Phone: (307)682-7283
Date: 01/14/2020
Ad #: 00358915
Salesperson: 407 Ad Taker: 103

Class: 071

Ad Notes:

Description	Start	Stop	Ins.	Cost/Day	Extras	Amount
Election-1/24/20	01/17/2020	01/23/2020	2	139.13	0.00	278.26

Ad Text:

Payment Reference:

Total: 278.26
 Tax: 0.00
 Net: 278.26
 Prepaid: 0.00

Total Due 278.26



Wyoming Nonprofit Network

January 15, 2020

Bethany Raab
Campbell County CARE Board
500 S. Gillette Ave., Suite 1100
Gillette, WY 82716

Dear Bethany,

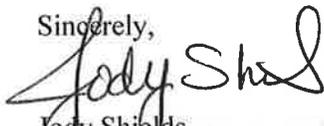
Thank you for your affiliate membership support! We continue to grow and focus our efforts on our mission which is *“to represent the collective voice of the Wyoming nonprofit sector and bring best practices, resources and support to the nonprofit community”*. I'd like to share with you some of the highlights of our work over the past twelve months:

- We have been busy organizing WyoGives 2020. WyoGives is Wyoming's first statewide giving day which will take place July 15, 2020! Go to WyoGives.org for more information and to register.
- Our 2019 Wyoming Nonprofit Symposium was a great success with over 175 attendees!
- We held several Board Fundamentals workshops and will be scheduling more later this year.
- We entered into a partnership with MindEdge Learning to provide 33 on-demand, online courses in Management, Nonprofit Management and Human Resources.
- With our educational partners, we offered several different webinars.
- We continue to partner with the National Council of Nonprofits on several different fronts, including efforts to preserve the Johnson Amendment and advocating for a universal charitable deduction.
- Prices for nonprofit website addresses ending in **.org** may soon increase drastically. The nonprofit Internet Society announced it sold its ownership of the .org Public Interest Registry to a private equity firm, Ethos Capital. We continue to follow the issue and have signed a letter opposing the sale. The letter can be found at SaveDotOrg.org.
- We continue to assist the *2020 Census State Complete Count Committee* in sharing information and promoting the importance of a complete count in Wyoming.
- We have increased our membership, growing by 27.6%!

We have lots of exciting plans for the next 12 months, but we need support from members like you to be successful. You are critical to our continued work and growth so please renew today! Your membership expires January 31, 2020. An invoice is enclosed. You can pay by check or credit card (via the website), whichever is more convenient.

Thanks again!

Sincerely,



Jody Shields
Executive Director

Board of Directors

Chair: Jessica Stanbury, *Individual Affiliate Member* ♦ Vice Chair: Britney Wallesch, Black Dog Animal Rescue

Secretary/Treasurer: Amy Albrecht, Center for a Vital Community

Directors: Molly Box, Prairie Sage Creative ♦ Jan Daugaard, American Red Cross of Wyoming

Steve Hamaker, Greater Wyoming Big Brothers Big Sisters ♦ Sabrina Lane, Wyoming 2-1-1

Kerry Lloyd, Climb Wyoming ♦ Gabel Taggart, University of Wyoming

1401 Airport Parkway, Suite 300, Cheyenne, WY 82001

P: 307-772-9050 www.wynonprofit.org



Wyoming Nonprofit Network
1401 AIRPORT PKWY, STE 300
CHEYENNE, WY 82001 US
(307)772-9050
www.wynonprofit.org

INVOICE

BILL TO

Campbell County Care Board
500 S. Gillette Ave, Suite 1100
Gillette, WY 82716

INVOICE # 2566

DATE 01/15/2020

DESCRIPTION	AMOUNT
Annual Affiliate Membership (Government): February 1, 2020 to January 31, 2021	100.00

Membership Due 1-31-20

BALANCE DUE

\$100.00

If you prefer to pay by credit card, go to www.wynonprofit.org and log-in using your email address. Once logged-in, click on this same icon and click on "view profile". Click on "renew your membership".



Wyoming Nonprofit Network

What are the top 5 reasons your organization should renew your affiliate membership to the Wyoming Nonprofit Network?

1. Advocate for Wyoming's nonprofit sector as a unified voice.

- Join us in educating our elected officials about important policy issues and the sector's vital role in our communities.
- The Network is committed to monitoring and acting on policy changes at the national and state levels that impact the work of nonprofits. Together with our partner the National Council of Nonprofits, we represent the sector when lawmakers need to hear from our ranks.
- Learn about critical policy issues affecting the nonprofit sector.

2. Save time and money through our cost-saving programs.

- Advertise your job openings on the Wyoming Nonprofit Network website for free.
- Save money on office supplies through our discount program with **Office Depot**.
- Looking for grants? **GrantStation** provides access to an online searchable database of grantmakers. Members can purchase an annual subscription for just \$75 per year, a substantial savings.
- All members receive a weekly member bulletin with current educational opportunities and the GrantStation Insider newsletter.
- We offer a number of learning opportunities through our vendor partnerships:
 - Members receive a discount on **MindEdge** online courses in HR Management, Management and Nonprofit Management. These are on-demand, self-paced sources designed for adult-learners.
 - Receive discounts on technology related webinars offered by **Idealware**. Idealware provides training and resources to help nonprofits make smart software and online technology decisions.
 - Receive a discount on organizational memberships to **BoardSource**.
- Do you run background checks on employees and/or volunteers? **IntelliCorp** offers our members discounted rates on background checks.

3. Connect with other nonprofit leaders for networking, education and collaboration.

- Participate in local networking and education meetings.
- Participate in Wyoming Nonprofit Network webinars and in-person training opportunities at a discounted rate.
- Attend the Wyoming Nonprofit Symposium, members receive a discount.

4. Strengthen your organization with member benefits and resources.

- Your organization is included in our affiliate member directory on our website. Your profile includes your mission /services, contact information and website. Upload your logo and we will include that in your profile.
- Log into the members-only pages and access policy samples, the proud member logo for your use and other information for members.

5. Continue as one of the 190+ members from across the state committed to strengthening the nonprofit sector.



OFFICE

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad

TO: Carol Seeger, Commissioners Administrative Director

FROM: Bethany Raab, Grants Specialist

RE: Ratification of Special Election

DATE: January 28, 2020

Good afternoon Carol,

I am requesting the Commissioners ratify the results of the CARE Board's Special Election which occurred on January 24, 2020. The election was to select two candidates to represent Campbell County's low-income population in accordance with Community Opportunities, Accountability and Training and Educational Services Act of 1998. These positions were vacated after the term ended. Both terms will expire 1/2024. The candidates on the ballot were Kristin Young, Richard Mansheim, Richard Burton, Alex Berger.

The election results were as follows:

Kristin Young – 7 votes

Alex Berger – 6 votes

Richard Mansheim- 3 votes

Richard Burton- 2 votes

Additionally on October 4, 2019, another election was held to fill a vacated position by Michelle Butler. The election was to select one candidate to represent Campbell County's low-income population in accordance with Community Opportunities, Accountability and Training and Educational Services Act of 1998. This term will expire 1/2023. The candidates on the ballot were Felicia Messimer, Amber Jordan-Jackson and Kristin Young.

The election results were as follows:

Felicia Messimer- 4 votes

Amber Jordan-Jackson- 3 votes

Kristin Young- 2 votes

The newest members of the CARE Board are Kristin Young, Alex Berger and Felicia Messimer.

Thank you.



Why Join Community Action Partnership

Connect to Best Practices, Ignite Change, Amplify Your Voice

Training & Innovation

Community Action Agencies have the expertise and dedication it takes to serve families and communities best. But Agencies need information, training, and resources to learn from other innovative efforts and to stay up-to-date on the latest federal standards. **By connecting Agencies to best practices and emerging solutions, the Partnership's training and innovation program ensures organizations can remain a strong force to generate positive change.**

Community Change

Families don't thrive on their own- their success is intertwined with a community's overall stability, economic growth, and its progress towards providing equal opportunity. Creating a greater chance at success for everyone requires that communities identify any barriers getting in the way of families' economic success and promote long-lasting solutions. **By focusing on a broader range of community challenges, the Partnership supports Agencies as they work to ignite economic growth and ensure all families can benefit.**

A Voice for Opportunity

Across the country, Community Action Agencies are the nation's eyes and ears about what's getting in the way of a family's stability and what's working to help them succeed. The wisdom of these frontline Agencies is America's greatest resources for leaders looking to make smarter decisions about overcoming poverty and inequality. **The Partnership offers insight to leaders looking to understand what's working on the ground to help families thrive- creating smarter solutions that can be put to work within communities across the country.**



Where

Community Action Partnership
1020 19th Street Suite 700
Washington, DC 20036



[Driving Directions](#)

Contact

Membership
Community Action Partnership
202-265-7546
membership@communityactionpartnership.com

Community Action Partnership 2020 Membership Form

Thank you for joining Community Action Partnership! Both one year and two year memberships are available for purchase and fees are based on CSBG funding levels. We are excited to welcome you to the Partnership.

* Required information

Agency

* **Company:**

* **Address 1:**

Address 2:

* **City:**

* **State/Territory**

* **ZIP Code:**

* **Phone:**

* **Website:**

Leadership

Prefix:

* **First Name:**

* **Last Name:**

* **Job Title**

* **Email Address:**

Community Action Partnership 2020 Membership Form

- Head Start
- Youth Counseling

Case Management/Emergency Services

- Case Management
- Domestic Violence
- Emergency Food
- Emergency Fuel/Electric Assistance
- Emergency Rent/Mortgage Assistance
- Emergency Shelter
- Homeless Services
- Supportive Services for Veterans & Families (SSVF)

Community/Economic Development

- Community Planning
- Crime Prevention
- Economic Development
- Micro-Enterprise Development
- Small Business Development

Education/Literacy

- Adult Education
- Financial Literacy
- General Equivalent Diploma
- Literacy
- School Tuition/Loans
- Student Absenteeism
- Tutoring

Employment/Training

- Employment Training
- Job Development
- Life Skills
- Summer Employment
- Supported Work
- Youth Employment

Family Development

- Parent-Child Home Program
- Teen Pregnancy/Parenting/Pregnancy

Food and Nutrition

- Child Care Food Program
- Food Bank/Pantries
- Food Commodities
- Meals-on-Wheels
- Nutrition
- Summer Feeding
- Women, Infants, Children

Health Services

- Health Services
- Medication Services
- Mental Health/Intellectual/Disability Services
- Substance Abuse In House Program
- Substance Abuse Prevention

Item	Qty.	Max Limit	Price
(Optional) \$1000 Donation	<input type="text" value="0"/>	10	\$1,000.00 each

Payment

Payment Method

- Pay with PayPal or Credit Card
- Pay By Check

Payment Summary

Name	Type	Quantity	Fee	Total
	1-Year Membership: CSBG Funding \$100,000 or less	1	\$390.00	\$390.00
			Total	\$390.00

[Emails are serviced by Constant Contact.](#)

Continue

You will be taken to PayPal to complete payment.
No PayPal account is required.

[Mobile View](#)



Chicago Marriott Downtown Magnificent Mile
 540 North Michigan Avenue, Chicago, IL 60611 | 1-877-303-0104
 Special Convention Hotel Rates: Single/Double \$199
 Hotel cut off date: Saturday, August 3, 2019 (based on availability)
Community Action Partnership 2019 Annual Convention
Community Action: A Voice for Change
August 28-30, 2019

REGISTRATION FORM (Separate form required for each person)

Name _____ Name on badge _____
 Certification (check all that apply) CCAP NCRT Peer Review Trainer Pathways Implementer Other _____
 Title _____ Attendee's Email* _____
 Agency _____
 Address _____ City _____ State _____ Zip Code _____
 Telephone: _____ Alternate Contact Email: _____
 *Attendee's email is necessary to ensure they receive access to all convention material and app.
 Dietary Restrictions: No Yes If yes, please check appropriate box: Vegetarian Gluten Free Vegan Other: _____

2019 CONVENTION REGISTRATION FEES

Registration Type	Member Agency Fee	Non-Member Agency Fee	Amount Due
<input type="checkbox"/> Early Bird (ends MAY 1)	\$595 per person	\$825 per person	
<input type="checkbox"/> Discount (ends JUNE 19)	\$675 per person	\$950 per person	
<input type="checkbox"/> Regular Fee (ends AUGUST 16)	\$750 per person	\$1025 per person	
<input type="checkbox"/> Onsite Fee (begins AUGUST 17)	\$850 per person	\$1050 per person	
Pre Conference Workshops (additional fee)			
<input type="checkbox"/> Pathways Peer Review Training (2 days) <i>Monday & Tuesday, August 26-27</i>	\$350 per person		
<input type="checkbox"/> Agency Pathways to Excellence Open Training (1-day), <i>Tuesday, August 27</i> Leadership Day Workshops (1/2 day) <i>Tuesday, August 27th, Noon-5pm</i>	See Chart for Registration Fee		
<input type="checkbox"/> <i>New Executive Directors Training</i>	\$100 per person		
<input type="checkbox"/> <i>Emerging Leaders</i>	\$100 per person		
<input type="checkbox"/> Community Service Day (1/2 day) <i>Tuesday, August 27th</i>	\$10 per person		
Additional Fees (Optional)			
<input type="checkbox"/> CCAP Luncheon	\$85 per person		
<input type="checkbox"/> Breakfast (breakfast is included in registration fee; purchase for GUEST ONLY)	\$65 per person		
<input type="checkbox"/> Awards Gala (awards gala is included in registration fee; purchase for GUEST ONLY)	\$100 per person		
TOTAL AMOUNT DUE			\$0.00

Payment Method Check or purchase order **must** accompany this registration form:

Check enclosed: \$_____ Make check payable to Community Action Partnership and mail along with registration form to:
 Community Action Partnership, 1020 19th Street, NW, Suite 700, Washington, DC 20036. ATTN: Fiscal Office-AC

Purchase Order # _____ *Fiscal officer information is required.

*Fiscal Officer Name: _____ Email Address: _____

CANCELLATION POLICY: Cancellations must be received in writing by August 2, 2019. Mail in cancellations must be received in Partnership office by 5pm EST, August 2, 2019. Email cancellations should be submitted to swatkins@communityactionpartnership.com AND fiscal@communityactionpartnership.com no later than 5pm EST, on August 2, 2019. A handling charge of \$130 per person will apply to ALL cancellations. No refunds for cancellations received after August 2, 2019. Substitute registrations are permitted. Please email substitute registration information to swatkins@communityactionpartnership.com

Submission of this registration implies acknowledgement that Community Action Partnership may photograph, videotape, and/or audiotape attendees and materials throughout the conference. The productions of such may be freely disseminated for purposes including, but not limited to, future outreach, education and informational efforts, and agreement with the Partnership's Code of Conduct.

Liaison Assignments

Human Service Agency	CARE Board Member	CARE Board Member
Adult Treatment Court		
AVA	Cara Mittleider	
Boys and Girls Club	Michelle Geffre	
Senior Center	Felicia Messimer	
Council (CSBG)	Tami Maher	Sarah Starks
CLIMB	Sandy Lenz	
Juvenile and Family Drug Court		
GARF (CSBG)	Sandy Lenz	Felicia Messimer
Gillette Reproductive Health (CSBG)		Sandy Lenz
Personal Frontiers (CSBG)	Michelle Geffre	
Second Chance Ministries		
Wright Community Assistance	Sarah Starks	
Visitation and Advocacy Center	Tami Maher	
YES House (CSBG)		Cara Mittleider

CAMPBELL COUNTY CARE BOARD
Board Orientation Checklist:

- Review of Board Member CSBG Handbook
 - Discuss job Descriptions
 - Critical info and background on Community Action/ CSBG
 - Tripartite Board Structure and Purpose
 - Bylaws
 - Policies/ procedures including CSBG
- Meet with Board Chair
 - Introduction, etc.
- List of Board Members and contact information
- Committees List
- Meeting dates-
 - Second Monday of each month, unless otherwise specified.
- Past Board Meeting Minutes
 - Located <https://www.ccgov.net/agendacenter> under CARE Board.
- Assign Board mentor _____

New Board Member: _____

Date: _____

Chairman: _____

Date: _____

Mentor: _____

Date: _____

CAMPBELL COUNTY CARE BOARD
Board Orientation Checklist:

- Review of Board Member CSBG Handbook
 - Discuss job Descriptions
 - Critical info and background on Community Action/ CSBG
 - Tripartite Board Structure and Purpose
 - Bylaws
 - Policies/ procedures including CSBG
- Meet with Board Chair
 - Introduction, etc.
- List of Board Members and contact information
- Committees List
- Meeting dates-
 - Second Monday of each month, unless otherwise specified.
- Past Board Meeting Minutes
 - Located <https://www.ccgov.net/agendacenter> under CARE Board.
- Assign Board mentor _____

New Board Member: _____

Date: _____

Chairman: _____

Date: _____

Mentor: _____

Date: _____

Wyoming Department of Health
Public Health Division
Community Services Program
CSBG Quarterly Performance Report, FFY 2020

Q1 (Oct-Dec) Q2 (Jan-Mar) Q3 (Apr-Jun) Q4 (Jul-Sept)

Grantee: Click here to enter text.

*Based on Logic Models, CAP60 reports, and other programmatic information collected, please provide a narrative **for each program or Sub-grantee** listed on the FY 2020 contract Statement of Work (SOW) that details their performance to date. Add additional lines for programs if there is not sufficient space. The narrative **MUST** address:*

- *Is the program meeting the contract deliverables as stated in the contract SOW (i.e. what services are being provided)?*
- *Are the program's numbers served to date on track with the total projected target number as listed in the contract SOW and CAP60? If not, please explain why. If numbers served are under projected target rate, is there a plan in place to increase services provided?*
- *Is the program on track to spend their allocated funds as listed in the contract SOW in a timely manner? If no, why not, and is there a plan in place to either spend the funds or reallocate such to a new line item or another program or sub-grantee?*
- *Does the board have plans to issue any Corrective Action Plans (CAPL) or Quality Improvement Plans (QIP)?*
- *Do the programs or Sub-grantees need any training and technical assistance, and if so, in what areas? How will programs receive this T/TA?*
- **If completing for Quarter 2, will you need to complete a contract amendment (e.g. expenditure reallocation total has exceeded that of 20% of the total allocation amount, scope of work has changed, etc.)?*

Program Name 1: Click here to enter text.

Program Name 2: Click here to enter text.

Program Name 3: Click here to enter text.

Program Name 4: Click here to enter text.

Program Name 5: Click here to enter text.

Program Name 6: Click here to enter text.

Board Chair

Date



Gillette Reproductive Health

1304 W. 4th Street
P.O. Box 2915
Gillette, WY 82717
(307) 682-8110 fax (307) 685-1193

E-MAIL info@gillettereproductivehealth.com

February 4, 2020

Campbell County Care Board
PO Box 3741
Gillette, WY 82717

RE: CSBG Funds

Dear Beth and Campbell County Care Board Members:

Thank you for supporting Gillette Reproductive Health. The changes in CSBG reporting have been challenging, and as you know we received the new CAP 60 2019-2020 template on December 18th, 2019.

As per the new grant, I have added birth control and case management services to qualifying CSBG recipients from October- January to the January 2020 report. Subsequently, the January request increased \$5,515 dollars. This is about \$1,380 per month increase in financial need.

At this rate, we will be out of funds in approximately four months. This will leave many people without any preventative wellness assistance. Due to this, we are seeking your guidance. Is there any additional CSBG funds we may be able to utilize? We could put our patients on County 1% grant funding assistance but you can see, the demand for this grant has been high this year and is running low as well.

Thank you again for your support. Any ideas or assistance you can provide GRH would be greatly appreciated.

Sincerely,

Julie Price Carroll



Campbell County CARE Board 2020 Meeting Schedule

Second Monday of the Month 12:00 p.m.-1:00 p.m.

Campbell County Commissioners Conference Room

January 13, 2020

February 10, 2020

March 9, 2020

April 13, 2020

May 11, 2020

June 8, 2020

July 13, 2020

August 10, 2020

September 14, 2020

October 12, 2020

November 9, 2020

December 14, 2020