

Campbell County CARE Board
Regular Monthly Meeting
Monday, June 11, 2019 @ 12:00 p.m.
AGENDA

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

MISSION MOMENT

- Council of Community Services Project GALI- Sandy/Beth

CONSENT AGENDA

- Minutes from previous month- May 2019
- Minutes from Special meeting- June 3, 2019
- CSBG Invoices/Dashboard
- County 1% Invoices/Dashboard

UNFINISHED BUSINESS

- CSBG Application Submission- Beth
- Site Visit- Sandy
- Strategic Planning Schedule- Beth/Sandy

NEW BUSINESS

- Conference Attendance Approval- Beth
- Needs Assessment Report- Beth

COMMITTEE REPORTS

-

LIAISON REPORTS

- Personal Frontiers Update- Beth

UPCOMING CALENDAR ITEMS

- Next Board Meeting July 8, 2019 @12:00 p.m.

ADJOURN

CARE Board Meeting 5/13/2019

Called to order at 12:04pm by Sandy Lenz

Members: Sarah Starks, Tami Maher, Brittany Bucholz, Beth Raab, Sandy Lenz

Guests: Chelsey Petersen and Casey Mills (GALI members)

Mission Moment	<ul style="list-style-type: none"> • Sarah attend the Bridges out of Poverty training in Casper. • Found it interesting how when people in poverty move to middle-class, they feel alienated • Beth said this training used to be held in Gillette. The CARE board could pay to bring this training back to Gillette if it would be valuable.
Consent Agenda	<ul style="list-style-type: none"> • Could not approve the consent agenda – we did not have a quorum. • Invoices can be approved but must be ratified at the next meeting. • Tami noticed corrections on Gillette Reproductive Health • Lots of late invoices • Sandy asked for motion, Sarah moved to approve invoices and ratify at next meeting. Tami seconded and motion passed.
Unfinished Business	
Retreat – Sandy	<ul style="list-style-type: none"> • Would like to have a retreat in July or August after we receive the results of the needs assessment results • Our strategic planning will be based on the top 5 community needs • Meet with all agencies in early to July to discuss only funding these top 5 needs in next cycle
New Business	
CSBG Allocation Amount/Update – Beth	<ul style="list-style-type: none"> • Beth had a spreadsheet that showed the different CSBG allocations for each county in Wyoming. • Crook and Weston County are not on the list because all of their funding is out of Laramie County (Cheyenne). Beth has been approached about serving those counties. • We received \$7k less than last year, which means our economy is stabilizing
Site Visits – Beth / Sandy	<ul style="list-style-type: none"> • Beth changed the liaison assignments so that each CSBG recipient would have 2 CARE board members • Beth has updated the forms and it should be easier to do the visits • All visits must be done by June 30 • Beth will go on visits if you contact her in advance
CSNOWYO Dues – Beth	<ul style="list-style-type: none"> • Brittany moved to approve payment of CSNOWYO dues, Tami seconded, motion passed.
Conference / Travel Report and Application – Beth	<ul style="list-style-type: none"> • Beth and Sandy developed a report to request conference and/or travel, so we can show how it supports our mission. • CARE Board members should go to at least 1 conference per term • After returning from the conference must submit a report • CARE Board must attend a board training once a year. The County hosts a board training in October of each year.

Upcoming Conference Announcements – Beth	<ul style="list-style-type: none"> • Non-Profit Symposium (Sheridan, WY June 19-20) • Colorado Community Action Conference (Colorado Springs, CO July 16-18) • 2019 Annual Conference (Chicago, IL August 28-30) • CSNOWYO (Casper, WY September 11-12) • North Dakota Community Action (Bismarck, ND October 1-2) • CARE Board still has money to use for these conferences by October
Needs Assessment Update – Beth	<ul style="list-style-type: none"> • Datacorp is now working on the report • Responses: 128 clients, 80 providers
Committee Reports	None
Liaison Reports	
Personal Frontiers	<ul style="list-style-type: none"> • Marty H (counselor) is no longer there • Donna M (director) is doing well
GARF	<ul style="list-style-type: none"> • Jennifer A (office manager) is leaving so they are looking for a new one
Second Chance Ministries	<ul style="list-style-type: none"> • Beth noticed a very large charge for license plates / insurance. After researching the situation, SCM helped pay a portion of license plates / insurance on a 2018 Dodge Charger for one of the clients at the House of Hope (\$600). Beth talked to the Commissioners and was told to shut this down immediately. Vehicle maintenance is not allowed. The CARE Board did not reimburse the \$600 invoice.
Boys & Girls Club	<ul style="list-style-type: none"> • New Director: Nathan Grostrain
CLIMB WYO	<ul style="list-style-type: none"> • New Director: Jamie Marchetti

Meeting adjourned at 1:03pm.

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

June 3, 2019 | SPECIAL MEETING

Present

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

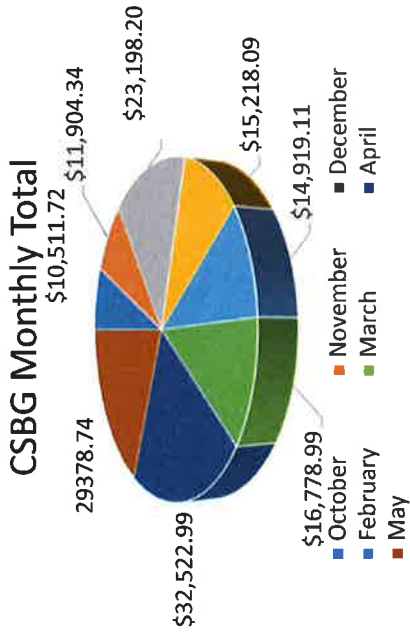
The meeting was called to order by Jessica Gladson at 12:08 p.m. in the Commissioner's Meeting Room.

Action Items	
CSBG Allocation	<p>Campbell County was allocated \$210,719 for CSBG funding in the 19/20 fiscal year. 19/20 funding requests were received from Council, GARF, Personal Frontiers, YES House, and Gillette Reproductive Health – the total of the five agency's funding requests were as follows:</p> <p>Council: \$90k (flat from 18/19) GARF: \$22k (flat from 18/19) PFI: \$31k (flat from 18/19) YES: \$30k (increase of \$5k from 18/19) GRH: \$28k (flat from 18/19) Total: \$201k</p> <p>The CARE Board discussed the requests and really emphasized how important it is for the requesting agencies to make sure they are utilizing the CAP60 database to its full potential and entering the required data by the due date each month. It was decided that the CARE Board would allocate itself \$14,719 to pay for required travel/registrations for upcoming conferences for CARE Board members, the dues/subscriptions for the CARE Board and receiving agencies. Then, at the end of the fiscal year, it is planned to take any unspent funds in the CARE Board's allocation to hopefully reallocate to the 5 requesting agencies as needed.</p> <p>There was a motion by Michelle G. to approve the funding requests to match the 18/19 approved allocations, where no</p>

	agency would receive an increase for the 19/20 fiscal year. COUNCIL: \$90k, GARF: \$22k, PFI: \$31k, YES: \$25k, GRH: \$28k, CARE: \$14,719. The motion was seconded by Cara. There was no discussion. The motion passed unanimously.
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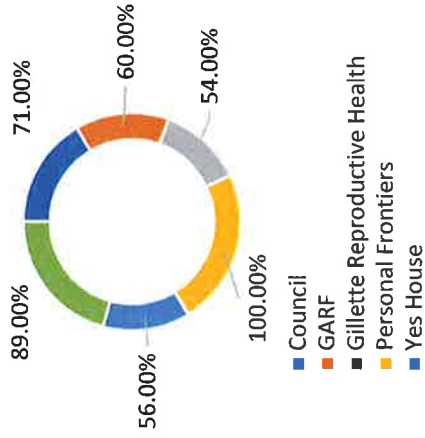
The meeting was adjourned at 12:53 p.m.

CSBG Financial Dashboard FY18/19

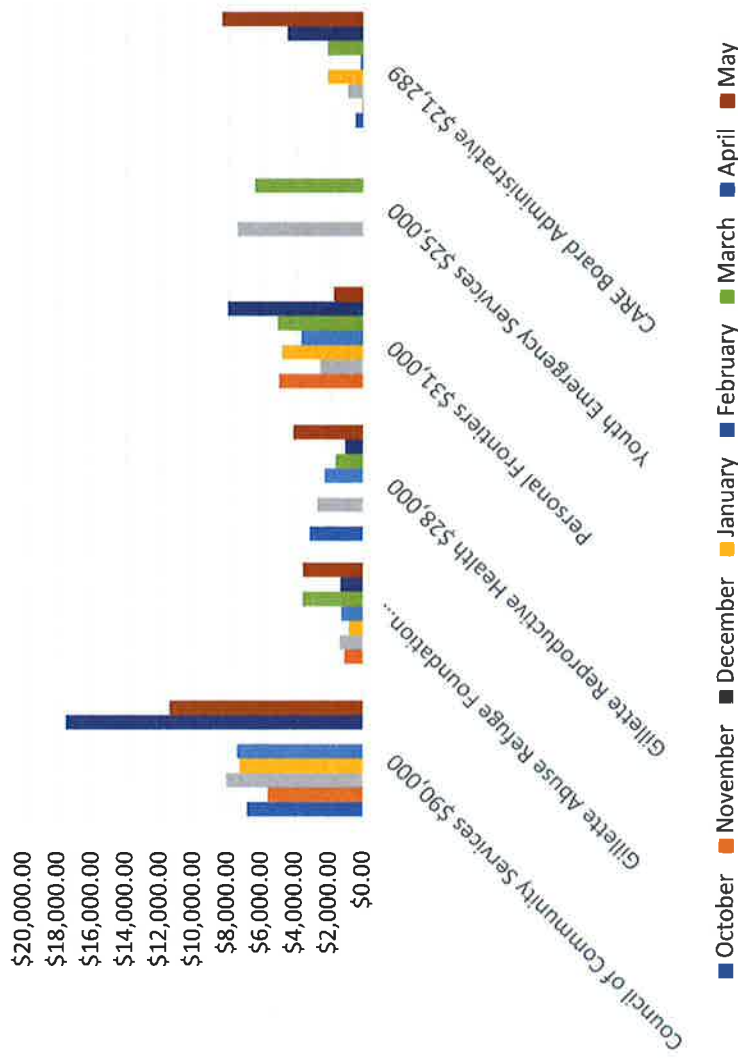


YTD Amount Expended: \$156,582.18

Budget % Expended



CSBG Monthly Amount Expended



Reimbursements Received from CSBG State Office: \$127,203.44

Campbell County CARE Board

Board Member Training and Conference Application Form

"Reduce poverty by allocating resources to support human service agencies."

Name of Board Member: Sandy Lenz

Name of Training/Conference: 2019 Community Action Partnership of North Dakota

Date of Training/Conference: Biennial Conference
October 1st and 2nd, 2019

Description of Conference/Training:

How does this training/conference support the mission, vision, values of the CARE Board/CSBG Grant?

Enhance our partnerships w/ other boards,
agencies and learn things to ~~etc~~ enhance our own
vision.

How does this training/conference improve your role as a Board Member?

As a board member, I feel we need to be there to
represent our board, and the Wyoming network.

Please attach any training/conference registration/documents to this form.

I understand that upon approval to attend training/conference, I will report back to the CARE Board at the next scheduled regular meeting. I will also fill out the required Board Member Training and Conferences Report Form.

Signed: Sandy R. Lenz

Date Approved by CARE Board: _____

Board Chair Signature: _____

Bethany L. Raab

From: Community Action Partnership of North Dakota <andrea@capnd.org>
Sent: Tuesday, April 30, 2019 9:05 AM
To: Bethany L. Raab
Subject: Save the Date - October 1-2, 2019 CAPND Conference!

Warning: This Email originated from outside the Campbell County mail system. Please use caution when clicking on links, or following any instructions in this message.



SAVE THE DATE!

2019 Community Action Partnership of North Dakota Biennial Conference

WHEN: October 1, 2019- October 2, 2019

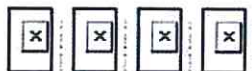
WHERE: Ramkota Hotel and Conference Center, Bismarck, ND

A block of sleeping rooms have been reserved under "Community Action". Call (701) 258-7700 to make reservations.

WHO SHOULD ATTEND: Community Action staff and Board members, friends, partners!

ADDITIONAL INFORMATION: More information will be available soon!

See what's happening on our social sites



Campbell County CARE Board

Board Member Training and Conference Application Form

"Reduce poverty by allocating resources to support human service agencies."

Name of Board Member: Sandy Lenz

Name of Training/Conference: CSNOW 2nd annual conference

Date of Training/Conference: September 11th - 12th, 2019

Description of Conference/Training:

An annual conference of the entire Wyoming CSBG Network.

How does this training/conference support the mission, vision, values of the CARE Board/CSBG Grant?

As a board member and holding chair position, I feel that our presence should be there to represent the CARE Board.

How does this training/conference improve your role as a Board Member?

To learn more about our CSBG network to enhance our CSBG mission w/ our sub-grantees.

Please attach any training/conference registration/documents to this form.

I understand that upon approval to attend training/conference, I will report back to the CARE Board at the next scheduled regular meeting. I will also fill out the required Board Member Training and Conferences Report Form.

Signed: Sandy B. Lenz

Date Approved by CARE Board: _____

Board Chair Signature: _____

Bethany L. Raab

From: Community Services Network of Wyoming <info@csnowyo.org>
Sent: Monday, May 13, 2019 9:48 AM
To: Bethany L. Raab
Subject: Save the Date: CSNOW's 2nd Annual Conference

Warning: This Email originated from outside the Campbell County mail system. Please use caution when clicking on links, or following any instructions in this message.

Community Services Network of Wyoming 2nd Annual Conference!



COMMUNITY
SERVICES NETWORK
of WYOMING

Save the Date!

September 11th-12th, 2019

Community Services Network of Wyoming will host its second Annual Conference on September 11th-12th, 2019! The conference will be in Casper, Wyoming, and is open to the entire Wyoming CSBG Network, including CSBG Grantees and Subgrantees.

Hope to see you all there!

