

AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

DG REARDON, Chairman
RUSTY BELL
BOB MAUL
DEL SHELSTAD

FEBRUARY 4, 2020

09:00 MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- A. [Consent Agenda](#)
-

VOUCHERS

- B. Vouchers

PUBLIC COMMENT

- C. 9:05 For the Good of the County*

OPEN GOVERNMENT

- D. 9:15 County Information - Capital Projects Online Mapping

REGULAR BUSINESS

- | | |
|---|-------------------------|
| E. 9:20 Funding Request, Weed & Pest | Quade Schmelzle |
| F. 9:25 Community Juvenile Services Board Renewal Application | Jim Lyon |
| G. 9:30 Board Appointments, CARE Board | Beth Raab |
| H. 9:35 Board Appointment, Wyoming Miner's Hospital | Carol Seeger |
| I. 9:40 Carbon Valley Marketing, Firm Recommendation | Ivy McGowan-Castleberry |
| J. 9:45 Commission Vacancy | Carol Seeger |

WORKSHOP

- K. 10:30 Fire Department & Sheriff's Office Compensation Discussion Brandy Elder

BREAK

WORKSHOP II

- L. 1:30 Dr. Gilbert's Scope of Work for Carbon Valley

EXECUTIVE SESSION

- M. 2:30 Litigation

ADJOURN

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Consent Agenda

MINUTES

Board of Commissioners Airport Board Meeting, January 15, 2020
Board of Commissioners Visioning Meeting, January 15, 2020
Board of Commissioners Morning Workshop, January 16, 2020
Board of Commissioners Regular Meeting, January 21, 2020
Board of Commissioners Managers Meeting, January 21, 2020

MONTHLY REPORTS

Sheriff's Department – December 2019
Workers Comp – 3rd Quarter 2019
Worker's Comp – 4th Quarter 2019

PAYROLL PAYMENTS

January 11, 2020

CANCELLATION/REBATE OF TAXES

#4068 – 4071

CREDIT CARD REQUESTS

Clerk, Elections - Charity Stewart, Credit Limit \$3,000

LINE ITEM TRANSFERS

Transfer \$668 from 026.7268 Contingency to 026.7192 Trans. – Auto & Trucks

OFFICIAL BOND AND OATH

Board of Cooperative Higher Education Services – Joseph Lawrence
Campbell County Predatory Board – Kenda Ann Ford
Campbell County School District – David Foreman

POSITION VACANCY JUSTIFICATIONS

Children's Developmental Services – Instructional Assistant I

SICK LEAVE TRANSFERS

Request transfer of (15) hours from Employee #259371 to Employee #652623
Request transfer of (40) hours from Employee #408971 to Employee #652623
Request transfer of (16) hours from Employee #621683 to Employee #652623
Request transfer of (14) hours from Employee #617730 to Employee #652623
Request transfer of (40) hours from Employee #496552 to Employee #652623
Request transfer of (15) hours from Employee #610301 to Employee #652623
Request transfer of (20) hours from Employee #553351 to Employee #652623

HAND WARRANTS

Campbell County Clerk Tax Account	299,316.87
Campco Federal Credit Union	276.01

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Campbell County Parks & Recreation Activity Fund	33.00
Campbell County Treasurer – HSA	48,333.17
Circuit Court of Campbell County	86.90
Great West Trust Company	37,363.66
Wyoming Child Support	1,736.40
Department of Treasury – IRS	278.00
State of WY – Department of Revenue & Taxation	609.52
State of WY – Department of Revenue & Taxation	1,403.65
Wyoming Department of Workforce Services	92,825.07
CCCBT	210,657.66
CCEHBTA – Health	771,656.89
CCEHBTA – Dental	42,826.00
Delta Dental Plan of Wyoming	2,109.00
Wyoming Retirement System	1,087.22

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

The following page(s) contain the backup material for Agenda Item: [Consent Agenda](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Office of County Commissioners
January 15, 2020
Gillette, WY

The Campbell County Board of Commissioners attended the Airport Board Meeting, Wednesday, January 15, 2020, at 3:00 PM.

Present were Rusty Bell, Del Shelstad, Bob Maul, Commissioners; Kendra Anderson, Deputy County Clerk and Carol Seeger, Commissioners Administrative Director. Chairman Reardon was absent from the meeting.

The new Airport Board member, Luke Malyurek, was introduced.

Discussion was held on renaming the Airport.

The Commissioners invited the Airport Board to the Board and Employee Appreciation Dinner to be held February 7, 2020.

There being no further business to come before the Board, the Commissioners left the meeting at 3:15 PM.

Kendra Anderson, Deputy Clerk
Board of County Commissioners

Rusty Bell, Commissioner
Board of County Commissioners

Office of County Commissioners
January 15, 2020
Gillette, WY

Visioning Meeting

The Campbell County Board of Commissioners met for a Visioning Meeting, Wednesday, January 15, 2020 at 5:30 PM with the Gillette City Council, Campbell County Health Board Members, Campbell County School District Board Members, NWCCD-Gillette College and Wright Town Council.

Present were Rusty Bell, DG Reardon, Del Shelstad, Commissioners; Susan F. Saunders, County Clerk; Ivy McGowan-Castleberry, Public Information Coordinator and Carol Seeger, Commissioners Administrative Director. Commissioner Maul was absent from the meeting.

Each entity gave a brief presentation of their long-term capital planning, innovative programs & initiatives and discussed opportunities for cooperative events.

No action was taken at this meeting, and the meeting was adjourned at 7:25 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Office of County Commissioners
January 16, 2020
Gillette, WY

Commissioners Workshop

The Campbell County Board of Commissioners met for a Commissioners Workshop, Thursday, January 16, 2020 at 8:00 AM.

Present were Rusty Bell, Del Shelstad, DG Reardon, Bob Maul, Commissioners; Susan F. Saunders, County Clerk; Jenny Staeben, Deputy County Attorney; Ivy McGowan-Castleberry, Public Information Coordinator and Carol Seeger, Commissioners Administrative Director.

The Commissioners gave their Board Liaison reports.

Carol Seeger discussed the agenda items for the January 21, 2020 regular meeting and reviewed the calendar of upcoming events and meetings.

Commissioner Bell moved to approve the submission of the comment letter regarding the Governor's Wyoming Migration Corridor Protection Draft Executive Order. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the hand warrant to First National Bank Visa, in the amount of \$1,408.71. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Christy Gerrits provided information about a bipartisan climate solution.

Phil Harvey, ITS Manager and Beth Kirsch, Senior System Support Analyst provided an update on the Tyler project.

Judge Perry and Chad Beeman, Adult Treatment Court Coordinator discussed with the Commissioners the need to increase the number of individuals Drug Court can accept.

The Commissioners met with Tom Ford for a regulatory update and held a phone conference with Dru Bower for a regulatory update.

Brian Quinn, with PFM Asset Management LLC gave a presentation on investments and investment programs.

There being no further business to come before the Board, the meeting was adjourned at 11:00 AM.

Susan F. Saunders, Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Office of County Commissioners
January 21, 2019
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, January 21, 2020. Chairman Reardon called the meeting to order at 9:00 AM. Pastor Ed Sisti led in prayer and Chairman Reardon led the Pledge of Allegiance.

Present were DG Reardon, Rusty Bell, Bob Maul, Del Shelstad, Commissioners; Kendra Anderson, Deputy County Clerk; Jenny Staeben, Deputy County Attorney and Carol Seeger, Deputy County Attorney.

The following consent agenda was presented:

MINUTES:

- Board of Commissioners Directors Meeting, January 6, 2020
- Board of Commissioners Regular Meeting, January 7, 2020
- Board of Commissioners Weed & Pest Board Meeting, January 7, 2020

MONTHLY REPORTS:

- Clerk of District Court – December 2019
- Clerk’s Office – December 2019
- Sheriff’s Office, Detention – December 2019
- Treasurer’s Office – December 2019
- 941 Quarter Report – 4th Quarter 2019

PAYROLL PAYMENTS:

- December 28, 2019
- December 31, 2019

CANCELLATION/REBATE OF TAXES:

- #4064 - 4067

AGREEMENTS:

Shuttle Lease Agreement between Campbell County and Campbell County Public Land Board for vehicle use and maintenance of a 2015 White Ram Promaster 3500.

CATERING PERMITS:

Energy Station for Chili Cookoff at Recluse Community Center on January 25, 2020

CREDIT CARD REQUEST:

- Human Resources – Increase credit limit to \$5,000

POSITION VACANCY JUSTIFICATIONS:

- Attorney’s Office – Legal Secretary I, II
- Children’s Development Services – Instructional Assistant I
- Clerk’s Office – Deputy Clerk
- Sheriff’s Office – Detention Officer I, II, III
- Sheriff’s Office – Information Services Supervisor

HAND WARRANTS:

Campbell County Clerk Tax Account	\$292,179.56
Campco Federal Credit Union	276.01
Circuit Court of Campbell County	291.31

Campbell County Parks & Recreation Activity Fund	33.00
Great West Trust Company	37,263.66
Wyoming Child Support	1,736.40
Campbell County Treasurer – HSA/Flex	381,401.17
WAG – Department of Criminal Investigation	39.00

Commissioner Shelstad moved to approve all items of the Consent Agenda as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

No public comment was provided.

No transarency was provided.

Commissioner Bell moved to approve Resolution 2030 changing the name of the Gillette-Campbell County Airport to “Northeast Wyoming Regional Airport” and authorize all necessary actions required to effectuate the change with an effective date upon passage. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the Campbell County Adult Treatment Court’s application to the Wyoming Department of Health for a FY2021 Court Supervised Treatment Program operating grant, in the amount of \$374,186.40, and with a local County cash match in the amount not to exceed \$93,546.66, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Campbell County Juvenile and Family Drug Court’s application to the Wyoming Department of Health for a FY2021 Court Supervised Treatment Program operating grant, in the amount of \$144,429, and with a local County cash match in the amount not to exceed \$36,121.70, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to award the Road & Bridge Office Renovations to S&S Builders in an amount not to exceed \$158,325 and approve the Form of Agreement contingent upon receiving bonds, insurance, and other required documents from the contractor, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the Classification Specification for the Deputy County Emergency Management Coordinator position, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the Memorandum dated January 21, 2020 rescinding the board policy established on March 2, 2004, prohibiting alcohol at internal county functions. Commissioner Shelstad seconded the motion. Commissioner Bell - Aye, Chairman Reardon - Aye, Commissioner Maul - Nay, Commissioner Shelstad – Aye. Carried.

Commissioner Maul moved to approve Resolution 2028 approving participation in the proposed Wyoming County Commissioners Association County Group for purposes of Workers

Compensation Administration, pursuant to W.S. 27-14-109. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the Memorandum of Amendment to Agreements between Campbell County and Western Fuels-Wyoming to increase the damages component for Project 5349002 by \$15,506.30 and Project 5349001 by \$13,942.90, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Commissioner Designated Liaisons for 2020, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to designate the Gillette News Record as the official newspaper of Campbell County for calendar year 2020, pursuant to W.S. 18-3-517. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve Resolution 2029 for the appointment of Jill Kucera, Senior Assistant Attorney General, Human Services Division, in and for the State of Wyoming, or other designee of the Wyoming Attorney General's Office, to investigate and otherwise proceed to make, in their sole discretion, a proper disposition of all potential matters involving the termination of parental rights in the interest of R.K. (03-19-16), Juvenile Case #5320, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the audit prepared by Bennet, Weber & Hermstad, LLP for the fiscal year ending June 30, 2019, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 10:00 AM. The next regular meeting of the Commissioners will be held Tuesday, February 4, 2020, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Kendra Anderson, Deputy Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Office of County Commissioners
January 21, 2020
Gillette, WY

The Campbell County Board of Commissioners met with the County Managers, Tuesday, January 21, 2020 at 2:00 PM.

Present were DG Reardon, Rusty Bell, Bob Maul, Del Shelstad, Commissioners; Kendra Anderson, Deputy County Clerk; Carol Seeger, Commissioners Administrative Director.

The Commissioners presented the Fiscal Year 2020/2021 Budget Message and budget calendar. Discussion was held on the budget process and various projects that will be completed.

Jeff Esposito, CAM-PLEX Director, discussed the possible need for \$135,000 to complete the wastewater pipe project. It was the consensus of the board for CAM-PLEX to use their contingency and maintenance funds then revisit with the funding entities.

Ivy McGowan-Castleberry, Public Information Officer, discussed federal grants.

Carol Seeger announced the cancelation of the Commissioners Thursday morning workshops.

Kelly Wallem, Attorney's Senior Administrative Assistant and Liz Edwards, the new Fair Director introduced themselves.

The Commissioners asked to let them know of any bills they need to be aware of and to let Carol Seeger know if they have anything for the Veterans services list.

David King, Emergency Management Coordinator, reminded everyone to sign up for emergency procedure notifications.

Ivy McGowan-Castleberry discussed FlashVote.

Faye Jorgensen, HR Benefits Specialist, reminded everyone of the Winter Gathering on February 7, 2020.

No being no further action, the meeting was adjourned at 2:40 PM.

Kendra Anderson, Deputy Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Sheriff's Dept
Monthly Statement
December 2019

Approved by the Board of County
Commissioners this..... day of
..... A.D. 20.....
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The State of Wyoming }
County of Campbell } ss.

This instrument was filed
on the ___ day of _____
20 ____.

County Clerk

By _____
Deputy

MONTHLY SHERIFF'S STATEMENT

Statement of the collections of **Scott Matheny** as Sheriff within and for the County of Campbell, State of Wyoming, for the month ending **December 2019** and filed with the County Clerk for presentation of the Board of County Commissioners of said County as required by Wyoming State Statute 18-3-814.

	4,600.00
Service Fees	
Fingerprint Fees	367.00
Background Fees	65.00
Copy Fees	107.00
Notary Fees	6.00
Sheriff's Sale & Sheriff's Certificate Fees.....	152.50
Executions	0.00
COUNTY SHERIFF Concealed Firearm Permit Fees	585.00
Sex Offender Registration Fees	281.25
Salvage Vehicle Sales	0.00
Towing Fees	175.50
Foreclosure Sales	878,374.80
General Fund	0.00
Miscellaneous Refunds	0.00
E911	0.00
Town of Wright Reimbursement	0.00
Town of Wright 911	0.00
Campbell County Fire Department 911.....	0.00
Campbell County Health 911	0.00
WASCOP Grant	0.00
	\$884,714.05

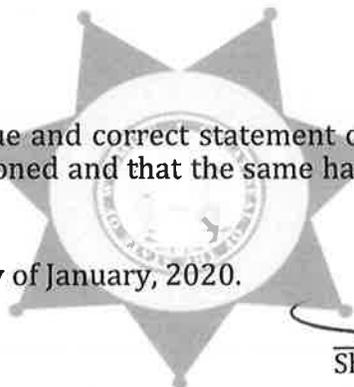
STATE OF WYOMING

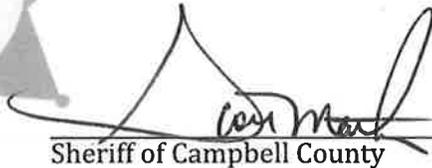
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COUNTY OF CAMPBELL

I hereby certify that the above is a true and correct statement of the monies collected by me as such officer during the month above mentioned and that the same has been paid into the County Treasury, the appropriate court or entity.

WITNESS my hand and seal this 1st day of January, 2020.





 Sheriff of Campbell County

Approved by the Board of County
Commissioners this..... day of
.....A.D. 20.....
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.....

The State of Wyoming }
County of Campbell } ss.

This instrument was filed
on the ___ day of _____

20 _____

County Clerk

By _____
Deputy

File Contribution and Wage Report Verification

Employer Account Number(EAN) 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 CDS Vendor Name N/A
 Trade Name/Client Name CAMPBELL COUNTY
 Submitted By Amanda M Milnes
 Quarter/Year 3/2019
 Report Type Original
 Effective Period 07/01/2019 to 09/30/2019
 This Report is Due By October 31, 2019
 Current Workers' Compensation Account Number 000003111

The number of covered workers who worked or received pay for the period:

Jul 12th 2019	Aug 12th 2019	Sep 12th 2019
644	697	620

NOTE: You have reported 2040 workers and due to the large number, the wages will not be available immediately in WyUI and the Wages Paid in Excess of \$25400.00 may not be correct. Verify the Wages Paid in Excess of \$25400.00 and select the Recalculate button. The wage detail for this report will be processed and available in WyUI after 8:00am tomorrow.

Total UI Wages Paid \$8,624,129.68
 UI Wages Paid in Excess of \$25,400 \$ 6,786,722.97 **Recalculate**
 Taxable Wages \$1,837,406.71
 UI Contribution Rate .00000
 Contribution Due \$0.00
 Interest @ 2% If Paid after : 10/31/2019 \$.00
Total Amount Due for the Reporting Qtr \$0.00

NAICS/Class Code	Workers' Compensation Number of Employees	Total WC Wages(\$)	Premium Rate	Workers' Compensation Premium Due
000010R	190	\$1845306.31	0.002300	\$4244.20
950000V	154	\$52632.00	0.014000	\$736.85
950000R	760	\$6998107.20	0.014000	\$97973.50
Totals:	1104	\$8896045.51		
Total Workers' Compensation Premium Due for the Report Qtr:				\$102954.55

Workers' Compensation Interest @ 1% If Paid after 10/31/2019: \$0.00
 Workers' Compensation Late Filing Penalty (after 30 days past Report Due Date): \$0.00
Total Workers' Compensation Amount Due for the Report Qtr: \$102954.55

NOTE: WC Premium may change in the future, contact Workers' Compensation division for the correct amount to be paid if not paid now.

Voucher Receipt

Thanks for using WYUI, Wyoming UI System. Please print this page and mail it with your Payment.

Print Instruction :

1. Press Ctrl + P on your keyboard. A popup window will appear. If it does not, please enable popups.
2. Click Print to print the voucher receipt.
- Or
3. Click Cancel to abort.

Employer Account Number 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 Voucher Id 66422
 Total Payment Amount (\$) 102954.55

Make Check Payable To: Department of Workforce Services
 P O Box 2648
 Casper, WY 82602.

Notice to Employer: Interest accrues on a Daily basis.

If there is an outstanding amount for the Interest Assessment, the payment will be applied to this amount first or in accordance with Division procedures.

Workers Compensation(WC) Details:	
Workers Compensation Account Number(WCAN):	Workers Compensation Payment Amount(\$):
000003111	102954.55

Total Payment Amount (UI+WC):	102954.55
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[Home](#)

Contribution and Wage Report Confirmation

Employer Account Number(EAN)	09-81685-0-03
Employer Name	CAMPBELL COUNTY
CDS Vendor Name	N/A
Trade Name/Client Name	CAMPBELL COUNTY
Submitted By	Amanda M Milnes
Quarter/Year	3/2019
Report Type	Original
Effective Period	07/01/2019 to 09/30/2019
Current Workers' Compensation Account Number	000003111

NOTE: Workers' Compensation premium may change in future, contact Workers' Compensation Division for the correct amount to be paid if not paid now.

The Contribution and Wage Report has been submitted for 3/2019, on 10/31/2019 14:08 PM. It is recommended to retain a copy for your records. To print a copy , select to print [Print Contribution Report Summary](#). If you want to keep a list of the worker wage detail select to [Print Wage Report](#) . If a payment is due, click on Make Online Payment button.

To file another tax report, select [File Another Tax/Wage Report](#).

[Home](#)

[Make Online Payment/Print Payment Voucher](#)

Approved by the Board of County
Commissioners this..... day of

.....A.D. 20.....
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.....

The State of Wyoming }
County of Campbell } ss.

This instrument was filed
on the ___ day of ___
20___

County Clerk
By _____
Deputy

Voucher Receipt

Thanks for using WYUI, Wyoming UI System. Please print this page and mail it with your Payment.

Print Instruction :

- 1. Press Ctrl + P on your keyboard. A popup window will appear. If it does not, please enable popups.
- 2. Click Print to print the voucher receipt.
- Or
- 3. Click Cancel to abort.

Employer Account Number 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 Voucher Id 69144
 Total Payment Amount (\$) 92825.07

Make Check Payable To: Department of Workforce Services
 P O Box 2648
 Casper, WY 82602.

Notice to Employer: Interest accrues on a Daily basis.

If there is an outstanding amount for the Interest Assessment, the payment will be applied to this amount first or in accordance with Division procedures.

Workers Compensation(WC) Details:	
Workers Compensation Account Number(WCAN):	Workers Compensation Payment Amount(\$):
000003111	92825.07

Total Payment Amount (UI+WC):	92825.07
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[Home](#)

Contribution and Wage Report Confirmation

Employer Account Number(EAN)	09-81685-0-03
Employer Name	CAMPBELL COUNTY
CDS Vendor Name	N/A
Trade Name/Client Name	CAMPBELL COUNTY
Submitted By	Amanda M Milnes
Quarter/Year	4/2019
Report Type	Original
Effective Period	10/01/2019 to 12/31/2019
Current Workers' Compensation Account Number	000003111

NOTE: Workers' Compensation premium may change in future, contact Workers' Compensation Division for the correct amount to be paid if not paid now.

The Contribution and Wage Report has been submitted for 4/2019, on 01/22/2020 07:57 AM. It is recommended to retain a copy for your records. To print a copy , select to print [Print Contribution Report Summary](#). If you want to keep a list of the worker wage detail select to [Print Wage Report](#) . If a payment is due, click on Make Online Payment button.

To file another tax report, select [File Another Tax/Wage Report](#).

[Home](#)

[Make Online Payment/Print Payment Voucher](#)

File Contribution and Wage Report Verification

Employer Account Number(EAN) 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 CDS Vendor Name N/A
 Trade Name/Client Name CAMPBELL COUNTY
 Submitted By Amanda M Milnes
 Quarter/Year 4/2019
 Report Type Original
 Effective Period 10/01/2019 to 12/31/2019
 This Report is Due By January 31, 2020
 Current Workers' Compensation Account Number 000003111

The number of covered workers who worked or received pay for the period:

Oct 12th 2019	Nov 12th 2019	Dec 12th 2019
614	607	595

NOTE: You have reported 1816 workers and due to the large number, the wages will not be available immediately in WyUI and the Wages Paid in Excess of \$25400.00 may not be correct. Verify the Wages Paid in Excess of \$25400.00 and select the Recalculate button. The wage detail for this report will be processed and available in WyUI after 8:00am tomorrow.

Total UI Wages Paid \$7,809,115.77
 UI Wages Paid in Excess of \$25,400 \$ 7,090,177.93 [Recalculate](#)
 Taxable Wages \$718,937.84
 UI Contribution Rate .00000
 Contribution Due \$0.00
 Interest @ 2% If Paid after : \$0.00
 01/31/2020
Total Amount Due for the Reporting Qtr \$0.00

NAICS/Class Code	Workers' Compensation Number of Employees	Total WC Wages(\$)	Premium Rate	Workers' Compensation Premium Due
950000V	134	\$44064.00	0.014000	\$616.90
000010R	189	\$1725103.42	0.002300	\$3967.74
950000R	658	\$6302888.18	0.014000	\$88240.43
Totals:	981	\$8072055.60		
Total Workers' Compensation Premium Due for the Report Qtr:				\$92825.07

Workers' Compensation Interest @ 1% If Paid after 01/31/2020: \$0.00
 Workers' Compensation Late Filing Penalty (after 30 days past Report Due Date): \$0.00
Total Workers' Compensation Amount Due for the Report Qtr: \$92825.07

NOTE: WC Premium may change in the future, contact Workers' Compensation division for the correct amount to be paid if not paid now.

File Contribution and Wage Report Wages - Uploaded Employee

* Required Information

Employer Account Number(EAN) 09-81685-0-03
 Employer Name CAMPBELL COUNTY
 CDS Vendor Name N/A
 Trade Name/Client Name CAMPBELL COUNTY
 Submitted By Amanda M Milnes
 Quarter/Year 4/2019
 Report Type Original
 Effective Period 10/01/2019 to 12/31/2019
 Current Workers' Compensation Account Number 000003111

File Summary includes records that have passed validation and will be processed. Please review errors/warnings if identified.

Click < Back to choose a different or corrected file. Click Next > if you want to continue with any previously uploaded files.

File Summary:

File Name	No. of Employees on File	No. of Employees Processed	Total UI Wages Processed	Total Workers' Compensation Wages Processed
2019 4th QTR WC.csv	981	981	\$7,809,115.77	\$8,072,055.60

Back **Next**

PAYROLL PAYMENT

FOR THE PAY PERIOD (S) ENDING

January 11, 2020

_____, _____
_____, _____

We do hereby approve the County Payroll as presented this 4th day of February, 2020

Member _____

Member _____

Member _____

Member _____

Chairman _____

4/15/20
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4068

NAME: MURO PHILLIP L JR

NOTICE ISSUED FOR:

NOVC#

OTHER: MOBILE HOME DESTROYED

PARTIAL
 REBATE
 CANCELLATION

YEAR 2018

TAX NOTICE NO. 7260

DISTRICT NO. 115

ASSESSED VALUATION: 559

AMOUNT:\$ 33.32

 **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS _____ **DAY OF** _____, **20** _____

BOARD OF COUNTY COMMISSIONERS

FILED _____, **20** _____

_____ **COUNTY CLERK**

PETITION FOR REBATE/CANCELLATION OF TAXES
STATE OF WYOMING
COUNTY OF CAMPBELL

11/15/20
date processed

No: 4069

NAME: MURO PHILLIP L JR

NOTICE ISSUED FOR:

NOVC#

OTHER: MOBILE HOME DESTROYED

PARTIAL
 REBATE
 CANCELLATION

YEAR 2019

TAX NOTICE NO. 7268

DISTRICT NO. 115

ASSESSED VALUATION: 590

AMOUNT:\$ 35.36

Troy A. Clements COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

_____ COUNTY CLERK

1-15-2020
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL **No:** 4070

NAME: TACOS MEXICO

NOTICE ISSUED FOR:

NOVC#

OTHER: NO LONGER IN BUSINESS-GONE

PARTIAL
 REBATE
 CANCELLATION

YEAR 2018

TAX NOTICE NO. 22461

DISTRICT NO. 150

ASSESSED VALUATION: 475

AMOUNT:\$ 32.12

Troy Clements **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS _____ **DAY OF** _____, **20** _____

BOARD OF COUNTY COMMISSIONERS

FILED _____, **20** _____

_____ **COUNTY CLERK**

1-15-2020
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES
STATE OF WYOMING
COUNTY OF CAMPBELL **No: 4071**

NAME: TACOS MEXICO

NOTICE ISSUED FOR:

NOVC#

OTHER: NO LONGER IN BUSINESS-GONE

PARTIAL
 REBATE
 CANCELLATION

YEAR 2019

TAX NOTICE NO. 22514

DISTRICT NO. 150

ASSESSED VALUATION: 475

AMOUNT:\$ 32.26

 **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS _____ **DAY OF** _____, **20** _____

BOARD OF COUNTY COMMISSIONERS

FILED _____, **20** _____

_____ **COUNTY CLERK**



CREDIT CARD REQUEST

Please complete the credit card request form and submit it to the Office of Commissioners.

First Name: Charity Last Name: Stewart

Department: Clerk - Elections

Mailing Address: PO Box 3010

City: Gillette State: WY Zip Code: 82717

Business Phone: 307-687-7285 *Cell Phone: Click or tap here to enter text.

** If the bank detects suspicious charges on the card, the bank's fraudulent department will call the cell phone number on file to verify the charges.*

As an authorized cardholder, I understand that the card may be used for authorized Campbell County business and that no personal expenses are to be charged to the card. I am responsible for all charges made against the card and I am expected to submit itemized receipts/documentation for every transaction, resolve any discrepancies, and follow proper card security measures.

Charity Stewart
Employee Signature

1/23/2020
Date

Stephan Saunders
Authorizing Department Signature

1/23/2020
Date

FOR INTERNAL USE ONLY

Credit Card Request: Approve Deny

Credit Limit Increase: Approve Deny

Date: _____ Chairman Signature: _____

1st Line on Card: [REDACTED]

2nd Line on Card: [REDACTED]

Credit Limit: \$3,000

Date Submitted to First National Bank: _____

Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 64482888

That we Joseph Lawrence

of Gillette, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound unto Board of Cooperative Higher Education Services, the State of Wyoming, in the penal sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 25th day of November, 2019.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden Appointed Elected Principal was duly Elected to the office of Treasurer in the of Board of Cooperative Higher Education Services, and State aforesaid for the term beginning January 1, 2020, and ending January 1, 2021.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and impartially perform all the duties of his said office of Treasurer as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



Approved by the Board of County Commissioners this day of A.D. 20.....
By Paul T. Brudat Principal
Paul T. Brudat Vice President

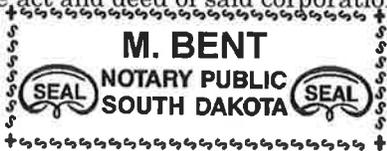
Approved 1-27-20 Deputy County Attorney - CAO

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 25th day of November, 2019, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



M. Bent

Notary Public

My Commission Expires March 2, 2020

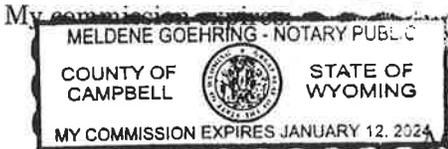
OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

[Signature]

State of Wyoming }
County of Campbell } ss

This Oath of Office was subscribed and sworn to before me by Joseph Lawrence on this 7th day of January, 2020



Meldene Goehring
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

On this 7th day of January, 2020, before me, personally appeared

Joseph Lawrence, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as

his free act and deed.

My commission expires

January 12, 2024

Meldene Goehring
Notary Public, Wyoming



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Treasurer Board of Cooperative Higher Education Services

bond with bond number 64482888

for Joseph Lawrence
as Principal in the penalty amount not to exceed: \$50,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 25th day of November, 2019

ATTEST

L. Nelson
L. Nelson, Assistant Secretary

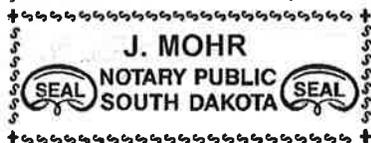
WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 25th day of November, 2019, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



J. Mohr
Notary Public

My Commission Expires June 23, 2021





Western Surety Company

OFFICIAL BOND AND OATH OF SCHOOL DISTRICT TREASURER

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71898596

That we, David Foreman
of Gillette, Wyoming, as Principal, and WESTERN SURETY COMPANY,
a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound
unto CAMPBELL COUNTY SCHOOL DISTRICT of the State of Wyoming, in the penal sum of
One Hundred Thousand and 00/100 DOLLARS (\$ 100,000.00),
to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and
severally, firmly by these presents.

Dated this 6th day of January, 2020.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden
Principal was on the 10th day of December, 2019, duly elected to the office of
Treasurer in the CAMPBELL COUNTY SCHOOL DISTRICT, and State aforesaid, for the term
beginning January 1, 2020, and ending January 1,
2021.

NOW, THEREFORE, if the above bounden Principal and his deputies shall faithfully, honestly and
impartially perform all the duties of his said office of Treasurer as is or may be prescribed by law, and shall
with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds
coming into the hands of such officer by virtue of his office; and pay over without delay to the person or
persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his
said office; and shall well and truly deliver to his successor in office, or such other person or persons as are
authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by
him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



David W. Foreman
Principal

Approved by the Board of County
Commissioners this..... day of
..... A.D. 20.....
.....
.....
.....
.....

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President

Approved 1-27-20 * CAO - Deputy County Attorney

OATH OF SCHOOL DISTRICT TREASURER

STATE OF WYOMING }
County of Campbell } ss

I do solemnly swear that I will faithfully perform the duties of Treasurer in accordance with law.

Subscribed and sworn to before me this 16th day of January, 2020.

Paul T. Bruflat

Principal

My commission expires

January 12, 2024

Meldene Goehring
Notary Public - Wyoming



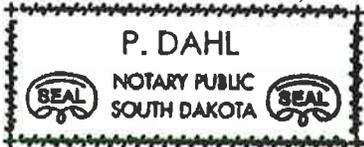
ACKNOWLEDGMENT OF SURETY

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 6th day of January, 2020, before me, the undersigned officer,

personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purpose therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



P. Dahl

Notary Public, South Dakota

My Commission Expires June 18, 2025

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One TREASURER CAMPBELL COUNTY SCHOOL DISTRICT

bond with bond number 71898596

for DAVID FOREMAN

as Principal in the penalty amount not to exceed: \$100,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 6th day of January, 2020.

ATTEST

L. Nelson
L. Nelson, Assistant Secretary

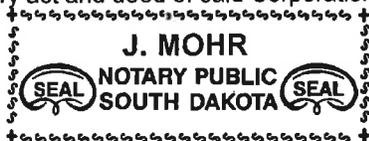
WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 6th day of January, 2020, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



J. Mohr
My Commission Expires June 23, 2021 Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



SF MW



PO Box 5077 Sioux Falls SD 57117-5077

December 27, 2019

1-800-331-6053

Fax 1-605-335-0357

www.cnasurety.com

David Foreman
P. O. Box 3033
Gillette, WY 82717

File # 71898596
David Foreman

\$100,000.00
Company Code: 0601
Written By: WESTERN SURETY COMPANY
Treasurer Campbell County School District

Enclosed is your bond. To continue your bond coverage and keep it in force, you must file this document with the obligee.

If you are no longer required to post this bond, please write the word "Cancel" directly on the document, and return it to CNA Surety.

If you have any questions, please contact your local agent.

Enclosure

A handwritten signature in black ink, appearing to be the initials "DF" or similar, located at the bottom right of the page.

Wyoming

Copy



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 70391568

That we Kenda Ann Ford

of Gillette, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound unto Campbell County Predatory Board, the State of Wyoming, in the penal sum of One Hundred Fifty Thousand and 00/100 DOLLARS (\$ 150,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 19th day of December, 2019.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden

Appointed

Principal was duly Elected to the office of Bookkeeper

in the of Campbell County Predatory Board

and State aforesaid for the term beginning December 20, 2019, and ending December 20, 2020.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and impartially perform all the duties of his said office of Bookkeeper as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.

Approved by the Board of County Commissioners this..... day of A.D. 20.....

Kenda Ann Ford

Principal

WESTERN SURETY COMPANY

By Paul T. Bruhat
Paul T. Bruhat, Vice President

Approved 1-27-2020 CAO - Deputy County Attorney

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 19th day of December, 2019, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



P. Dahl
Notary Public

My Commission Expires June 18, 2025

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

Kenda Ann Ford

State of Wyoming }
County of Campbell } ss



This Oath of Office was subscribed and sworn to before me by Kenda Annford
on this 14th day of Jan, 2020
My commission expires: 8/18/2022

Kathy Da
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

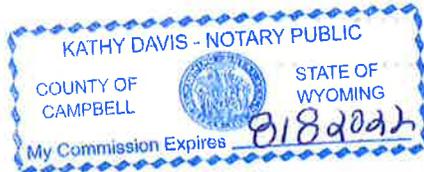
On this 14th day of Jan, 2020, before me, personally appeared

Kenda Annford, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as

Bookkeeper free act and deed.

My commission expires 8/18, 2022

Kathy Da
Notary Public, Wyoming



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Bookkeeper Campbell County Predatory Board

bond with bond number 70391568

for Kenda Ann Ford

as Principal in the penalty amount not to exceed: \$150,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 19th day of December, 2019.

ATTEST

A. Viator
A. Viator, Assistant Secretary

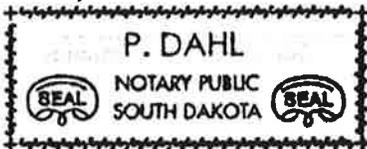
WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss



On this 19th day of December, 2019, before me, a Notary Public, personally appeared Paul T. Bruflat and A. Viator

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



My Commission Expires June 18, 2025

P. Dahl
Notary Public





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

TO: Board of Commissioners
FROM: County Clerk
DATE: January 2, 2020
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$668.00	026.7268	Contingency	026.7192	Trans.-Auto & Trucks

Explanation: To cover the removal of equipment on totaled vehicles and the install.

2020-011

POSITION VACANCY JUSTIFICATION

Department:	Children's Developmental Services	Date:	January 30, 2020		
Position Title: Instructional Assistant I					
Classification Band:	38/16	Current Salary:	\$ 13.81		
Salary Range:					
Minimum:	\$13.81	Mid-Point:	\$16.58	Maximum:	\$19.35
Position Justification: To assist in providing appropriate services to children within the inclusive classroom while closely following National Association for the Education of Young Children (NAEYC) criteria and Developmentally Appropriate Practices (DAP).					
Termed incumbent: [REDACTED]					
Position Originated: NA					
Funding Source for Position:	County	<input checked="" type="checkbox"/>	State	<input checked="" type="checkbox"/>	
	Federal		Other		(Please explain)
Classification:	Full Time		Part Time	<input checked="" type="checkbox"/>	Number of Hours: 25
	Exempt		Non-Exempt	<input checked="" type="checkbox"/>	
Reason for Vacancy:	Resigned	<input checked="" type="checkbox"/>	Terminated		New Hire
	New Position		Other		
Existing Budgeted Position:	Yes	<input checked="" type="checkbox"/>	No		If No, Please explain:
Benefit Eligible:	Yes	<input checked="" type="checkbox"/>	No		Please explain: Prorated
Department Head Signature:	<i>Carl [Signature]</i> 1-30-2020				
Commissioner Approval:					

Routing: Original: HR for review; HR forward to Commissioners' for approval & signature; return to HR; HR file and make copy to send to requesting department.

[Signature] 1/30/2020

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: RoadnBridge Receiving Department: RoadnBridge

DATE: 01/27/2020

Please consider this request to transfer up to 16 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # 3 of # _____. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: Through: unknown at this time

Anticipated return: _____ - _____ - _____.

From: 621683
Employee Number

To: 652623
Employee Number

Herrin
Department Head Approval

Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

Currently an FMLA Qualifying Leave

Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

Revised: 11-12-2014 O:\County HR-Risk\ALL\Sick Leave Forms\Current Form\Sick Leave Transfer Request.docx

Re
1/27/2020

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Road & Bridge Receiving Department: Road & Bridge

DATE: 01/27/2020

Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # 5 of # . (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: Through: unknown at this time

Anticipated return: - - .

From: 496552
Employee Number

To: 652623
Employee Number

Kevin J. Lewis
Department Head Approval Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

- Currently an FMLA Qualifying Leave
- Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action:

Approved Disapproved Pending

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

Be
1/27/2020

The following page(s) contain the backup material for Agenda Item: [9:25 Community Juvenile Services Board Renewal Application](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

CAMPBELL COUNTY BOARD OF COMMISSIONERS GRANT APPLICATION APPROVAL CHECKLIST

GRANT NAME: Community Juvenile Services Board (CJSB)

PARTIES: Campbell County (Campbell County Juvenile Probation)

and

State of Wyoming, Department of Family Services

DOLLAR AMOUNT/MATCH REQUIREMENT: \$121,944.00 (Campbell County has already been notified that this is the dollar amount they will be receiving).

No match requirement

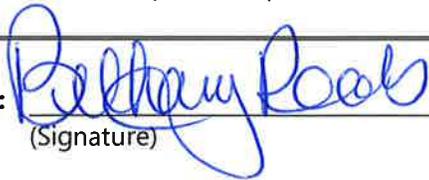
EFFECTIVE DATES: July 1, 2020 through June 30, 2022

This funding is used by Juvenile Probation and the Juvenile & Family Drug Court. The following programs are supported by the funding:

1. YES House- The Project Choice program is used to provide one-on-one staff-to-child supervision when the youth presents an immediate risk to themselves or others. In 2020 they predict they will serve 38 youth in this program with this funding.
2. YES House- The 48 hour hold program is in conjunction with the YES House Crisis Shelter as a safe, non-punitive temporary housing for juveniles in the system as an alternative to detention. In 2020 they predict they will serve 117 youth with this funding.
3. Detention Officer Training- Juvenile Detention Officers are given training that is aimed at increasing competencies for detention officers that are assigned to the juvenile center.
4. Juvenile and Family Drug Court- Funding will help ensure continuation of intensive supervision probation and substance abuse and mental health treatment.

PURPOSE:

Grants Review:


(Signature)


(Date)

Board

Approval

Scheduled:

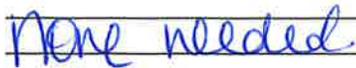

(Meeting Date)

Board

Approved:

(Date)

**NOTES,
CHANGES
NEEDED, ETC.:**





COMMUNITY JUVENILE SERVICES BOARDS
RENEWAL APPLICATION / FUNDING JUSTIFICATION FORM:
July 1, 2020 through June 30, 2022

*For CJSBs established and in contract prior to January 1, 2020

Form must be completed and submitted to brandon.schimelpfenig1@wyo.gov by **February 10, 2020

Section 1: CONTACT INFORMATION:	
County:	Campbell
Name and Title of person completing this form:	Jim Lyon Jr.
Agency:	Campbell County Juvenile Probation
Amount of funding requested for July 1, 2020 through June 30, 2022:	\$121,944.00 <i>*Your 2020-2022 Budget Proposal form MUST be turned in with this application.</i>
Primary contact:	Name: Jim Lyon, Jr.
	Title: Director, Campbell County Juvenile Probation
	Address: 500 S. Gillette Avenue, Ste B600, Gillette, WY 82716
	Phone: 307-682-0746
	Email: jhl45@ccgov.net
List all Board Members and respective affiliations:	Department of Family Services: Bonnie Volk
	Public Health: Jane Glaser
	Local School District: Kip Farnum
	Prosecuting Attorney: Charlene Edwards
	Police Department: Chief Jim Hloucal, Gillette Police Department
	Sheriff's Department: Aspen Rech, Juvenile Detention
	County Commissioner: Del Shelsted
	Public Defender: Jefferson Coombs
	City of Gillette: Billy Montgomery
	SA Treatment: Donna Morgan
Residential Treatment: Sheri England and Tatyana Walker	
	Mental Health: Kelly Peters and Mathew Miller
Section 2: NARRATIVE:	
1. Please give a description of your CJSB's accomplishments during the current funding term, and discuss why your CJSB should continue to receive funding for the biennium	

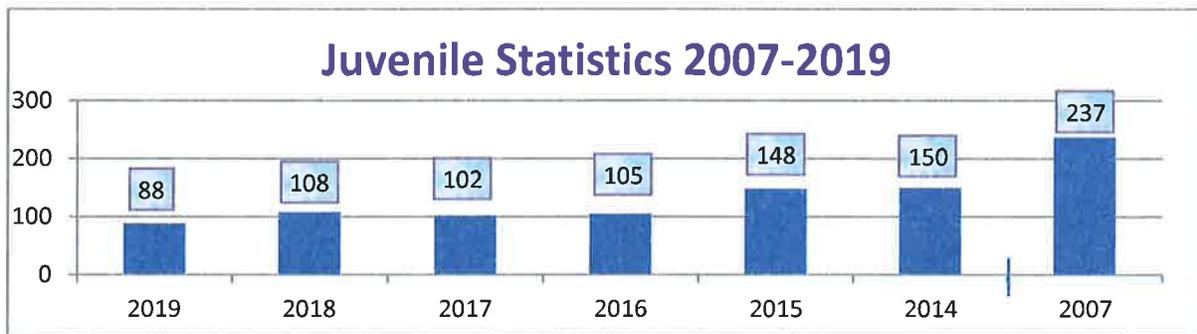


commencing July 1, 2020 and expiring June 30, 2022: *please use as much space as needed

The CJSB has been pro-active in expanding and implementing programs that provide alternative placements for juveniles, and will continue to do so. Personnel from Campbell County law enforcement, Juvenile Probation, the Department of Family Services, Juvenile Diversion Program, Campbell County Attorney's Office, Youth Emergency Services, Inc., Campbell County Memorial Hospital, and the Juvenile Detention Center have continued to work together to make sure that the needs of juveniles in Campbell County are met, and that they receive all necessary intervention services. Campbell County works diligently on ensuring there are not duplication of services and implementing long term sustainable programs. In 2018, the Campbell County Juvenile Detention Center became a co-located facility that provides detention for surrounding Counties. This partnership has allowed for juveniles to be serviced closer to their community and families.

In 2018, the number of juveniles incarcerated was 108, and in 2019, that number was reduced to 88. Since 2007 (237 juveniles incarcerated), incarceration rates have dropped steadily, demonstrating the effectiveness of our detention-alternative programming.

The chart below demonstrates the success of Campbell County alternative to incarceration programs.



Since June of 2010, Project Choice has served 305 youth with suicidal ideation/attempts. Project Choice was implemented to serve youth who needed de-escalation services when they were faced with a crisis. In the past, this population of juveniles would have been placed at the Juvenile Detention Center. In 2019, Campbell County did not have any youth (21 and younger) die by suicide.

During the current funding term (7/01/18 – present) seven (7) juveniles (age 14-17) and twenty (20) family members, as well as twenty-two (22) young adults (age 18-20), participated in the Campbell County Juvenile & Family Drug Court (JFDC). They received weekly court sessions, intensive supervision probation, substance use treatment, mental health counseling, and other adjunctive services in lieu of detention or out of home placement. A portion of the



money awarded in the current funding term is allocated to pay for mental health and substance use treatment for all juvenile participants and their families. In 2018 and 2019, GPS Monitoring was used for 14 juveniles, on 22 occasions, for a total of 433 days. The GPS Monitoring is utilized to ensure community safety, in the least restrictive manner allowing for juveniles to remain in their home.

In October of 2018, two staff from the Campbell County Sheriff's Office attended the 24th National Symposium on Juvenile Services (hosted by the National Partnership for Juvenile Services) in Greensboro, NC. The money allocated to the Sheriff's department paid for registration fees, travel and lodging.

2. Please discuss set-backs and/or struggles your CJSB has encountered during the current funding term: *please use as much space as needed

The Juvenile Services Partnership (JSP) has continued to meet monthly since 1999 to take strategic action to better serve youth in our community. These discussions have helped direct and guide the CJSB involving juvenile justice and areas there may be a need. These strategic actions have included the least restrictive alternatives to juvenile detention (48-Hour Hold and/or Project Choice), reduction and elimination of substance use or abuse (Juvenile and Family Drug Court), and improving the Continuum of Care (training of the Juvenile Detention Officers).

Youth Emergency Services, Inc. (YES) continues to see a great need for the 48-Hour Hold services in Campbell County. During the current funding term, the shelter was at its maximum capacity 138 days or 38% of the time.

The on-going challenge that Project Choice and 48-Hour Hold have experienced is combating youth suicide and its impact on our community. While it appears that our collective community impact in terms of preventing teen suicide may be making strides in the right direction, there is still work that needs completed in this area as a community. In 2019, Campbell County did not have any youth (21 and younger) die by suicide. That however, was not the case with adults (over 21 years) in our community, nor youth in the surrounding community of Crook County. Suicide continues to negatively impact our youth which has dealt with multiple suicides over the past several years thereby creating risk and trauma in the juvenile population. The community has been working with the Campbell County Hospital to continue serving youth with suicidal ideations with the goal to serve them in a treatment vs. incarceration environment to ensure their safety. Funding for interventions and treatments continue to be inadequate, however our efforts continue. This need was high for the use of this program and it lead to exhausting funding prior to the biennium ending.

The on-going challenge that Juvenile & Family Drug Court encountered during the current funding term was finding alternative funding sources to allow the integrity of the program to remain intact. Whereas previously the State grant allowed for the funding of the drug court



probation officer, that cost has been shifted to the County, resulting in one less regular County Juvenile Probation Officer. Program referrals have continued to grow while available resources are shrinking.

Similarly, the Campbell County Sheriff’s Office has reallocated positions to still maintain similar programming with less staff.

3. Please provide justification for funding: *Describe your program(s) and the services provided – include the goals of the program(s). Please also include the total number of juveniles anticipated to be served during the upcoming funding cycle. In order to show progress, also include the total number of juveniles served by this program in the previous four years (trends), as well as the number of juveniles who have successfully completed the program.

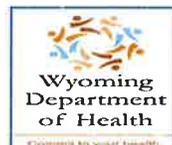
A. PROJECT CHOICE

The services of the Y.E.S House, Inc., Project Choice staff are used to provide one-on-one staff-to-child supervision. One-on-one staff supervision will occur when youth present an immediate risk to themselves or others. The immediate risk may be due to threats or acts of aggressive or violent behavior, harm to self or others including risk of suicide. One-on-one staff supervision may be provided at the hospital, law enforcement facilities, or at the Y.E.S. House with additional supports. The Project Choice staff stays with the child until they are assessed or re-assessed, can be released to their parent or guardian or placed in an appropriate level of care.

Year	Number of youths served in Project Choice	Successfully completed the program	Outcome: number of youths are not detained
2016	26	26	100%
2017	32	32	100%
2018	30	30	100%
2019	36 *anticipated	36 *anticipated	100% *anticipated
2020	38 *projected	38 *projected	100% * projected

B. 48-HOUR HOLD

Campbell County utilizes a 48-Hour Hold Program with the Y.E.S. House Crisis Shelter to provide safe, non-punitive temporary housing for juveniles in the system, as an alternative to detention. The goal of the 48-Hour Hold program is to provide alternative services to incarceration that focus on addressing the issues that led to the youth having Law Enforcement contact while building a plan that would prevent further involvement with the juvenile justice system. The alternative to detention services at the shelter include family re-unification; individual, group, and family counseling when needed; as well as giving youth access to advocacy and supervision in a safe structured environment. Youth referred to the program also



receive support services, three balanced meals a day. At the time of intake, Youth Advocates identify goals and objectives for the youth's placement, schedule family meetings, and develop a plan for reaching the objectives of reunification and preventing further involvement with the juvenile justice system. During a 48-Hour Hold, youth receive feedback on strengths and challenges, and skill building and guidance in developing appropriate responses and behaviors. Furthermore, they become involved in constructive community-based projects and recreational programming.

Year	Number of youths served in 48-Hour Hold	Percentage successfully completed the program	Outcomes: Percentage of juvenile that did not re-offend
2016	107	97%	62%
2017	107	94%	61%
2018	116	95%	62%
2019*	115* anticipated	95%	63% * anticipated
2020**	117**projected	96%	64% **projected

C. DETENTION OFFICER TRAINING

The request for Juvenile Detention Officer training does not target specific juveniles but rather is aimed at increasing competencies for detention officers or other continuum of care providers assigned to the juvenile center. Some examples of training that juvenile detention staff have completed during the last funding cycle (although not all of these trainings were paid for by these grant dollars) may include: Understanding Juvenile Offenders with Mental Health Issues, Mental Health for Youth Workers, Supervising Juveniles with Mental Health Disorders, Identifying and Treating Juvenile Offenders, Logic Models, Trauma-Informed-Care, and Theory of Change. Some additional trainings have occurred to work toward better integration into the community upon release, perhaps through workforce centers and other programming. The detention numbers reflect the numbers of juvenile served by this training. The numbers reflect that through education and awareness, placement at the juvenile detention has declined in Campbell County. Campbell County anticipates this trend to continue.

D. CAMPBELL COUNTY JUVENILE & FAMILY DRUG COURT

The Campbell County Juvenile and Family Drug Court (JFDC) reflects a team approach to addressing the needs of the juvenile and his/her family or the young adult entering the program. Collaboration between drug court team members and community stakeholders provide the tools necessary for the participant to break the cycle of substance use.

The Campbell County JFDC began operations in 2002, and provides services for juvenile offenders between the ages of 14-17 with substance use issues, and their families, and focuses on juvenile crime involving the use or misuse of drugs and/or alcohol. The potential



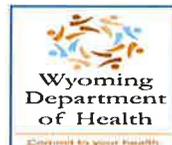
participant must be diagnosed with a substance use disorder to meet admission criteria. The length and intensity of treatment is based on diagnostic criteria. The length of the JFDC Program ranges from 6-9 months depending upon the participant's diagnosis, treatment plan, and individual progress.

The Campbell County JFDC Youth Intervention Track (YIT) began in 2009 and focuses on youth 17–20 years old, who are referred from Municipal Court, Circuit Court, or Juvenile Court, with substance use disorders. Although CJSB monies are not allocated toward the Youth Intervention Track this description is provided to understand the intervention services that occur within the Continuum of Care. The offenses generally include DUI's and/or 3rd and subsequent MIP's (Minor in Possession), although 2nd MIP's may be considered. Parental involvement is not required in the YIT Program. The length of the YIT Program also ranges from 6-9 months depending upon the participant's diagnosis, treatment plan, and individual progress.

Program participants may be referred from Municipal, Circuit and/or Juvenile Court. Parental involvement is not always required. However, in specific cases referred from Juvenile Court, parental involvement may be ordered and include participation in family counseling, family substance use programming and weekly court attendance.

Key Components of Juvenile and Family Drug Court are:

- Weekly court attendance with the Judge and Team is required.
- Focus is on assessment / development of individualized substance use and mental health treatment plans.
- Juveniles (14-17) attend Adolescent Intensive Outpatient (“AIOP”) or Adolescent Outpatient (“AOP”) Substance Use Treatment depending on the level of care required.
- Young Adults (17-20) attend Intensive Outpatient (“IOP”) or Outpatient (“OP”) Substance Use Treatment depending on the level of care required.
- Participants attend individual mental health counseling.
- Juvenile Court referrals may also require family mental health counseling. Mental health counseling will also be offered to family members of YIT participants.
- Random urinalysis and other drug / alcohol testing methods are utilized.
- Intensive supervision probation is provided.
- In certain Juvenile Court cases, Parents/Guardians may be expected to actively participate in the program, follow Court directives, treatment recommendations, and terms / conditions of probation.
- The \$450.00 program fee includes the cost of substance use treatment and family program, and individual and/or family mental health counseling. Campbell County has focused heavily on collaboration among community agencies in efforts to reduce this cost for the participants and provide quality services for the juveniles.



Program Mission & Goals

The mission of the Campbell County Juvenile & Family Drug Court, together with its Youth Intervention Track, is to decrease the use of alcohol and other drugs, as well as offenses related to their use, and to improve the mental health, life skills and competencies of Program Participants.

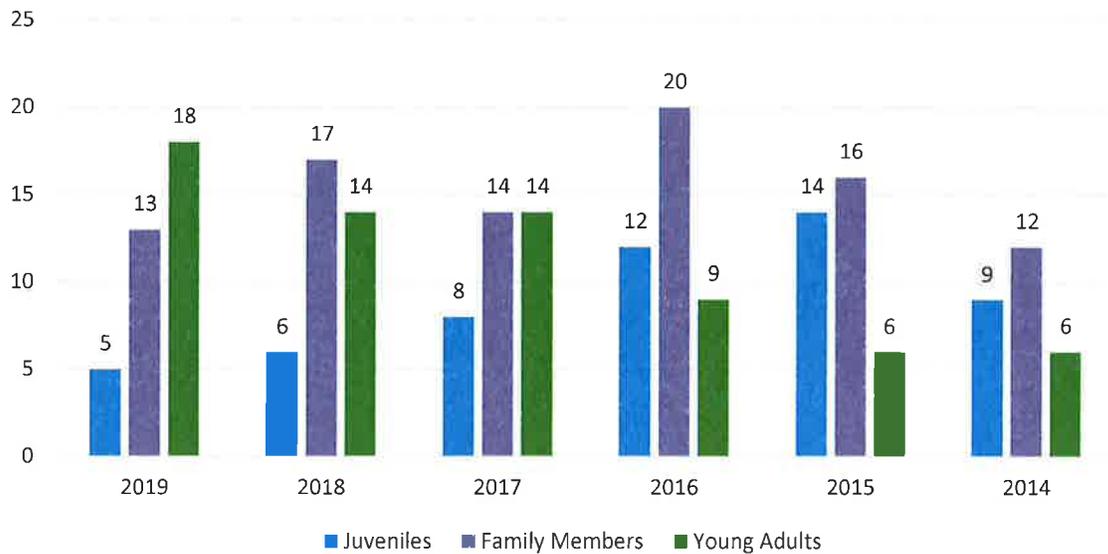
- Goal 1: Target youth, ages 14-20, who are alcohol / other drug users charged with non-violent offenses in Municipal, Circuit or Juvenile Court.
- Goal 2: Reduce drug use and criminal behaviors among program participants.
- Goal 3: Improve the overall mental health of program participants.
- Goal 4: Improve school performance and life skills of all participants who are high school students.
- Goal 5: Improve life skills, i.e. meeting educational goals, employability, engaging in pro-social activities, as directed, of program participants (who are not high school students).
- Goal 6: Meet State Performance measures.
- Goal 7: Increase community awareness of drug and alcohol problems with co-occurring mental health disorders and court-supervised treatment programs as a preferred alternative to incarceration.

Anticipated Participation

For the FY 07/01/20 – 06/30/21, funding for 12 slots has been requested from the Court Supervised Treatment Program, under the Behavioral Health Division of the Wyoming Department of Health. The population make-up varies between juveniles (14-17) and young adults (18-20). The same number of slots will be requested for the FY 07/01/21 – 06/30/22.



Participation Trends 2014-2019



Successful Completion of Juvenile Participants (Ages 14-17)

As of 12/31/19, 82 juveniles and 237 family members, have entered into the program.

Successes include:

- 137 participants (juveniles and family members) successfully completed the program
- 100% of the juveniles were in high school, graduated, or obtained a GED
- 78% juveniles showed academic improvement
- 80% juveniles had decreased school discipline referrals
- 96% juvenile graduates have had no new alcohol/drug related offenses 3 years post-graduation
- 94% juveniles have been involved in extra-curricular activity, obtained employment, or completed community service.
- 90% of drug/alcohol testing produced clean results.

Section 3: STRATEGIC PLAN

Please attach your current Strategic Plan. Please list any progress made toward your goals stated in your previous Strategic Plan; any changes.

***Make sure to include the Four Main Focus Areas: Central Intake and Assessment, Detention/Shelter Care, Continuum of Care, Alternative Sources of Funding.**

See Strategic Plan 2020.



Section 4: CENTRAL INTAKE AND ASSESSMENT

Please fill in the areas that have changed from your original CJSB Application:

1. Describe the changes to your county's Central Intake and Assessment Plan:

The service of the Central Intake and/or Single Point of Entry continues to be performed by the Juvenile Diversion Program under the auspice of the Campbell County Attorney's Office. Throughout the last biennium this process has been streamlined so all juvenile information is in a central location. After further implementation of the Single Point of Entry legislation, Wyoming Statute Section 14-6-203, the Campbell County Juvenile Diversion Program, has incorporated the review of all CHINS and Delinquency cases. This process also includes newly issued citations and/or long forms so the information is reviewed at one time. The review forms have been updated to enhance communication and decrease any duplication by the Campbell County Attorney/Deputy Attorney so juveniles can receive services more efficiently. Once a background screening is completed, program referrals can be made to allow the juvenile to access treatment options or additional services sooner.

There has been additional collaboration with our Municipalities (City of Gillette and City of Wright). For example, if a juvenile was once extended an invitation to Juvenile Diversion, and they do not receive their mail or they are still interested in the least restrictive service they can return to their original options and attempt success within that option.

In efforts to increase intervention and treatment options, the Campbell County Attorney's Office screens substance related offenses and directs juveniles to the appropriate Court such as Municipal Court and Campbell County Juvenile and Family Drug Court.

Additionally, the Campbell County Attorney's Office continues to collaborate with agencies who have previously supervised juveniles from Municipal, Circuit or Juvenile Court. The Campbell County Juvenile Probation Office and the Department of Family Services provide necessary information with the County Attorney in order to enhance more informed decisions for the appropriate placement of juveniles.

2. Have there been any changes to the Single Point of Entry process for your county? (per Wyo. Stat. § 14-6-203(f).)

Since January of 2017, the City of Gillette (Gillette Police Department) has implemented an electronic digital system (Digiticket) to go along with the pre-existing hard copy system. This new process and protocol were implemented to ensure there was not an interruption of juveniles receiving services when cited. In 2020, a new database, Brazos, is



being implemented by the Campbell County Sheriff's Office that will provide a similar function as Digiticket.

The Campbell County Attorney's Office has incorporated the review of all CHINS and Delinquency cases as well as the newly issued citations and/or long forms, so the information is reviewed at one time and it has reduced duplication for juvenile cases.

In an effort to reduce juveniles in detention, stakeholders attended training's to learn how a broader base for review may be beneficial to assist in getting juveniles the services they need at a faster rate by incorporating prior case workers from Department of Family Services and/or Juvenile Probation Officers information in the Single Point of Entry process to the County Attorney so the County Attorney can make a more informed decision. This information has been provided since 2011 when the Juvenile Detention Alternative Initiative began in Campbell County and most recently has been occurring in face to face representation in addition to written depending on the various departments' availability.

Section 5: DETENTION / SHELTER CARE

Please fill in the areas that have changed from your original CJSB Application:

Point in time the Juvenile Detention Risk Assessment (JDRA) is administered to a juvenile:

The Juvenile Detention Risk Assessment (JDRA) is administered when a juvenile's citation rises to a level that a physical arrest may be warranted. The JDRA can be administered at any point to determine the risk level to assess the appropriate intervention or placement for the juveniles. When necessary, the JDRA is completed by the law enforcement officer in multiple locations: at the arrest site, the (YES) House Crisis Shelter, or prior to booking at Juvenile Detention Center.

1. Determination for what youth will be assessed by the JDRA:

The determination is based upon whether the officer has probable cause to arrest but is determining whether secure detention is appropriate. When an officer has probable cause for arrest, the JDRA will be used to determine if secure detention is appropriate.

a. Who will administer the Juvenile Detention Risk Assessment:

The City of Gillette Police Officer or Campbell County Sheriffs Deputy who is performing the arrest administers the Juvenile Detention Risk Assessment (JDRA) for



the juvenile. The above law enforcement agencies often collaborate as needed, with the Youth Emergency Services, Inc. or the Juvenile Detention Center staff member. The arresting officer will administer the JDRA.

2. The use of detention alternatives including shelter care, staff secure detention, or home monitoring:

The least restrictive option is explored first. This is seen in the Campbell County Continuum of Care. Should an issue arise that was determined to be a mental health concern and de-escalation is necessary, then the law enforcement entities contact the Project Choice on-call staff member to provide one-on-one supervision as an alternative to more secure options. The next step in the continuum would be the YES House Crisis Shelter, 48-Hour Hold, and the final, most secure option a juvenile will be placed in the Juvenile Detention Center. Any home monitoring usually is implemented after a juvenile has been placed on some form of supervision with Campbell County Juvenile Probation, etc. The Youth Emergency Services Crisis Shelter 48-Hour hold is used when appropriate. Campbell County does not have a staff secure detention option available unless a juvenile is suicidal and then Project Choice is used when available. Campbell County does not have home monitoring for juveniles without court order.

3. How twenty-four (24) hour intakes are processed:

Upon accepting a youth at the Crisis Shelter, the staff on duty conducts an intake within 24 hours consisting of gathering information from the adolescent, parent(s), and the referral source when appropriate. This includes specific information on the youth, family, historical information regarding the family, systems involvement, identified strengths, weaknesses, potential problems, history of criminal involvement, abuse / neglect, drug/alcohol use, medical conditions, suicidal ideation or attempts, and desire for change. From this broad collection of information, a case plan is developed including participation of the youth and parent(s). Family meetings are scheduled to address these goals. A plan for obtaining these goals is developed, and referrals to other programs and agencies are made.

When a juvenile is arrested and placed into secure detention at the Campbell County Juvenile Detention Center an email is generated to detention staff (including jail administration) and the County Attorney's Office. The County Attorney's Office will institute the single point of entry process to determine which court is appropriate for charging. If the juvenile will be seen in juvenile court, the County Attorney's Office will file the proper petition and alert court staff of the need for a hearing (excluding weekends and holidays). If the juvenile will be seen in Circuit or Municipal Court, they will be arraigned at the next scheduled court date (excluding weekends and holidays).



4. Criteria for notification and involvement of parents/guardians ranging from intake to disposition:

All reasonable attempts are made by law enforcement to contact a parent/legal guardian when a decision has been made to make a physical arrest or provide a citation to a juvenile. If a determination was made to arrest a juvenile, and a Juvenile Detention Risk Assessment (JDRA) was performed then the juvenile as well as the JDRA are transported to the Youth Emergency Services, Inc. (YES) House, Campbell County Memorial Hospital, or to the Juvenile Detention Center (JDC) until the juvenile can be reunified with their parent/guardian.

Section 6: CONTINUUM OF CARE

Please fill in the areas that have changed from your original CJSB Application:

1. Target Population: No Change. See Strategic Plan 2020.
 - A. Specific Ages targeted: No change. See Strategic Plan 2020.

2. Assets/Needs

Have there been any changes as to the primary issue facing the following areas? If needs are listed, please describe the plan to address the needs.

- A. Community:

1. Assets of community: See Strategic Plan 2020.
2. Needs of community: See Strategic Plan 2020.

- B. Family:

1. Assets of services related to families in jurisdiction: See Strategic Plan 2020.
2. Needs of services related to families in jurisdiction: See Strategic Plan 2020.

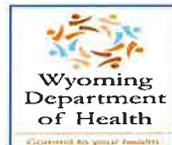
- C. School:

1. Assets of school: See Strategic Plan 2020.

- D. Needs of school: See Strategic Plan 2020.

- E. Youth:

1. Assets of services related to youth in jurisdiction: See Strategic Plan 2020.
2. Needs of services related to youth in jurisdiction: See Strategic Plan 2020.



F. Describe changes to your strategic plan to address needs in each of the following areas: See updated Strategic Plan 2020.

1. Community: See Strategic Plan 2020.
2. Family: See Strategic Plan 2020.
3. School: See Strategic Plan 2020.
4. Youth: See Strategic Plan 2020.

Section 7: ALTERNATIVE SOURCES OF FUNDING

Please fill in the areas that have changed from your original CJSB Application:

1. Changes to who/what agency will be responsible for exploring other funding sources and operational costs for local juvenile services:

As demonstrated in our Strategic Plan 2020 Campbell County is always exploring additional funding sources for juvenile services. It is a shared vision that collaboration can reduce duplication and maximize funding sources, and at this time there are no changes for the current funding sources.

2. Process to measure outcomes from CJSB efforts:

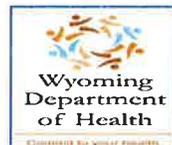
A monthly report of services is provided to Juvenile Services Partnership on the second Friday of each month.

A quarterly report provided to the CJSB which includes ROM data.

Quarterly ROM data is collected and provided to the State of Wyoming, Department of Family Services.

3. Sustainability plan for CJSB programs and planning efforts:

The Juvenile Community Services Board establishes the priority for funding and the allocation of CJSB funds, in a manner to have the greatest impact of juveniles within the Community. Representatives from the City and the Campbell County Commissioner's Office serves on the CJSB and are engaged in discussions on sustainability and alternative funding sources. Efforts are made to increase community resources with the goal to make these services sustainable to monitor efficiency. The City of Gillette and Campbell County support the CJSB programs through their respective 1% tax. During the CJSB quarterly meetings, board members participate in assessing the effectiveness of the CJSB programs and outline objectives for the coming quarter. See the Strategic Plan 2020 for additional detail.



Section 8: Outcome Measures

1. What outcome measures will you use to track the progress of the Four Main Areas of Focus?

a. Central Intake and Assessment

Campbell County Attorney's Office provides necessary data to the Community Juvenile Service Board so quarterly ROM data can be submitted to the State. The ROM data tracks juveniles across 9 points of contact for Demographic Minority Contacts (DMC) data. CJSB will continue to complete data that incorporates the two new categories of Juvenile Diversion involvement and Pre- Adjudication Detention.

b. Detention/Shelter Care

Juvenile Detention: Outcomes are measured by the number of juveniles placed in secure detention and the number of juveniles placed in the Crisis Shelter. Monthly data is provided by the Juvenile Detention Center staff to the Juvenile Detention Alternative Initiative (JDAI) Coordinator to track data. This data includes: how many juveniles are detained, and this includes the number of juveniles held, and average daily population, and number of out of county placements, as well as the male to female ratios.

The working group of Juvenile Services Partnership will work toward completing a S.W.O.T. analysis to guide the CJSB's future priorities.

48-Hour Hold: Each CJSB program has parent and child evaluation forms, and annual community evaluation forms are distributed and compiled. Evaluations/assessments are completed for each client and their family when they enter a program, reassessed in the middle of their program, and again when they have completed their program. All of our programs use "evidence-based" components that come with assessment tools to show programs' effectiveness. Outcomes from the 48-Hour Hold are provided to the Community Juvenile Services Board to review progress and discuss any additional sustainability.

c. Continuum of Care

Project Choice: In addition to quantitative data on the number of youths served outcome measures are collected and reported to the Community Juvenile Services Board.



CJSB would also examine current data involving suicide within the community.

Campbell County Juvenile and Family Drug Court: The Juvenile & Family Drug Court Program outcomes are measured by the number of juveniles receiving substance abuse treatment and mental health services, reduction in substance use and successful program graduation.

GPS will continue to be utilized to ensure community safety, in the least restrictive manner allowing for juveniles to remain in their home. GPS Monitoring will continue to be measurable outcome which will include number of participants, number of uses, and total number of days utilized.

d. Alternative Sources of Funding

Each agency involved engages in an on-going search for alternative funding sources. The Y.E.S. House will explore funding options for the 48-Hour Hold for Status Offenders as well as for the Project Choice Program. The Campbell County Juvenile & Family Drug Court will continue to seek out additional funding for its program. The Sheriff's Department will seek additional sources of funding for Detention staff. The Campbell County Attorney's office will continue to perform Single Point of Entry pursuant to the Statute. The Campbell County Juvenile Probation Office will explore alternative funding for the GPS component of this program. Jim Lyon, Director of Juvenile Probation, is responsible for the grant writing and budgeting for both the Juvenile Probation Office and Juvenile & Family Drug Court.

Fiscal Responsibilities

4. What agency will act as the lead fiscal agency? Campbell County Board of Commissioners

Address: 500 S. Gillette Ave., Ste 1100, Gillette, WY 82716

Phone: (307) 682-7283

Fax: (307) 687-6325

A. Name and title of person authorized to sign contracts and submit invoices:

Contract signatory: DG Reardon, Commission Chairman

Invoice submission: Beth Raab, Grant Specialist

Please direct questions to Brandon Schimelpfenig at brandon.schimelpfenig1@wyo.gov or 307-777-6299. All documents must be submitted via email to brandon.schimelpfenig1@wyo.gov no later than **February 10, 2020**.



Attachment A

Diversion Detention/Shelter Care	Describe costs for the implementation and maintenance for a juvenile diversion program and expenses associated with the creation/maintaining of detention/shelter care standards. Examples include but are not limited to funding for juvenile diversion programs and funding for Alternatives to Detention programs.	
1. Alternative to Detention - 48-Hour Hold for Status Offenders	The 48-Hour Hold Program for Status Offenders at the YES House is an alternative to jail for status offenders and encompasses a preventative approach to incarceration. Services provided include counseling and family re-unification services as well as giving youth access to advocacy and supervision in a safe, structured environment. All efforts are made to place a child back in their home, with a relative or at the Crisis Shelter prior to placement in detention. The CJSB Program funding will allow continuation of the program by augmenting Crisis Shelter staff to enable sufficient supervision and support for at-risk youth residing in their care. The requested funding will be utilized for staffing.	\$45,000.00
2. Alternative to Detention - Project Choice	Project Choice staff will provide crisis intervention services and supervision to youth 18 and under, who need a safe environment or temporary hold if involved in status or non-status offenses. These services will be utilized when law enforcement cannot place a child in the custody of their parent/guardian or the youth is not appropriate for placement at the YES House Crisis Shelter due to disruptive, aggressive behaviors, suicidal tendencies or the need for emergency mental health services. Project Choice, one-on-one staffing, is provided in the least restrictive and most appropriate environment which includes: Law Enforcement Center, Campbell County Memorial Hospital, or the YES House. The requested funding will be utilized for staffing.	\$31,500.00
3. Alternative to Detention - Training for Juvenile Detention Officers	During this biennium the Campbell County Juvenile Detention Center will be continuing to develop juvenile detention officer competencies. State standards currently require juvenile detention officers to obtain 20 hours of juvenile specific training annually as opposed to Peace Officer Training Standards which only require 20 hours over two years. The funding request will be utilized to train Juvenile Detention Officers and/or other Continuum of Care staff, in Corrective Thinking or other equivalent training, Alternative to the Use of Restraints and Isolation on Juveniles, Mental Health Issues in a detention setting, and other issues effecting conditions of confinement that will impact a juvenile's re-entry into the community.	\$2,700.00
Non-Secure Continuum of Care	Describe costs associated with the development and implementation of a non-secure continuum of care. Examples include program costs for early intervention, diversion, community services, graduated sanctions and other services provided within the CJSB service area. Non-secure also includes aftercare and transition.	
6. Continuum of Care/Graduated Sanction - Juvenile & Family Drug Court Program	The Juvenile & Family Drug Court assists Campbell County in coming into compliance with the Juvenile Justice and Delinquency Prevention Act by offering an alternative to incarceration and other long-term residential placements for juveniles entering the criminal justice system due to their dependency on alcohol and other substances. The program involves both the juvenile and parents/guardians and includes weekly court appearances, intensive supervision probation, multiple weekly random drug testing, substance abuse treatment, individual and family counseling and use of immediate sanctions and incentives. Funding through the CJSB Program will ensure continuation of intensive supervision probation and both substance abuse and mental health treatment. The requested funding will be utilized to continue the substance abuse and mental health components as well as intensive supervision probation and administrative support for the program.	\$42,744.00

Attachment A

Identification of Other Funds	Describe costs associated with the identification of other funding. Examples include grant writing and other costs associated with the identification of other funding sources and operational costs.
MISCELLANEOUS EXPENSES (Please Specify)	During this biennium no additional expenses are requested in this project area. Since sustainability if CJSB's primary focus, the requested funds would be allocated to the requested areas above. Specify any expenses not yet listed. Describe each item in detail, specifying cost and reason for line item.
	No additional expenses are requested for this line item at this time.
Total Funding Request	Funding request for the entire funding period: \$121,944.00

Attachment A

In-Kind Match

Community Juvenile Services Boards funding awards will be met with a fifteen percent (15%) in kind match from non-state funds. The match may include donations of expendable equipment, office supplies, workshop or education and training materials, workspace, or the monetary value of time contributed by professional and technical personnel and other skilled and unskilled labor, if the services provided are an integral and necessary part of the CJSB. The value placed on loaned or donated equipment may not exceed its fair market/rental value. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the organization or the labor market. Fringe benefits may be included in the valuation. Volunteer services must be documented and, to the extent feasible, supported by the same valuation methods used by the recipient organization for its own employees. The value of donated space may not exceed the fair rental value of comparable space, as established by an independent appraisal of comparable space and facilities in a privately owned building in the same locality. The value for donated fungible goods shall be reasonable and not exceed the fair market value at the time of the donation. The basis for determining the value of personal services, materials, equipment, and space must be documented.

		Total eligible amount requested:	\$121,944.00
		Amount required for in-kind match:	\$18,291.60
Source of Match	Description	Value	
Monetary value of time contributed by professional personnel:	Time spent per month calculated at two hours per month for Sheri England, Charlene Edwards, Erica Wood and Aspen Rech. Time spent per month calculated at one hour per month for Jane Glaser, Jim Hloucal, Kip Farnum, and Donna Morgan. Time spent per month calculated at three hours per month for Tatyana Walker for Fiscal monitoring/reporting. Time spent per month calculated at five hours per month for Jim Lyon, Jr. In addition, Jim Lyon Jr. and Erica Wood also compile and disseminate CJSB ROM data on a quarterly basis.	\$9,023.04	
	Juvenile Probation Office Space = 824 square feet x \$12.00 / square foot = \$9,888.00. Computer for Administrative Assistant = \$145.00	\$11,033.00	
	Jim Lyon, Jr. anticipates donating 20 hours of his time to the grant writing process = \$848.20. Megan Kincaid-Heidel anticipates donating 20 hours of her time to the grant writing process = \$426.60	\$1,274.80	
Total Value of in-kind match:		\$21,330.84	

Phase II.

Form 5: Strategic Plan

Central Intake/Single Point of Intake and Assessment

1. Vision, Values, Mission

A. What is the Vision of the board:

To facilitate the best care for youth of our community.

B. What are the Values, Mission, and Philosophy?

The Community Juvenile Services Board adopts the mission of the Juvenile Services Partnership of the City of Gillette and Campbell County, which is

to enhance and integrate services for Campbell County children and their families in order to reduce abuse, neglect and court involvement, and to improve family relationships and social belonging through a continuum of prevention, education and intervention.

2. Campbell Counties Strategic Plan for Juvenile Services:

The Campbell County community strives to ensure that our juveniles receive services they need and are placed into appropriate programs. The Juvenile Services Partnership (JSP), is a coalition that works on addressing juvenile issues, meets monthly. During these meetings, the members of the JSP share concerns, discuss what programs are working well, agencies provide updates, and come up with solutions. The Juvenile Service Partnership along with the Community Juvenile Services Board developed a strategic plan that guides the care and necessary services to juveniles to reduce the institutionalization of juveniles and to utilize alternative placements in all appropriate cases. In 2020, the Community Juvenile Services Board will update the Strategic Plan by engaging the members of the partnership through a S.W.O.T. Analysis.

3. Describe how the single-entry process will be implemented in conjunction with Wyo. Stat. § 14-6-203 (SEA 068).

Since July 1, 2009, the County Attorney's Office has been reviewing all juvenile citations/charges pursuant to Single Point of Entry legislation, Wyoming Statute Section 14-6-203. The Juvenile Diversion Program, overseen by the County Attorney's Office, has reviewed all juvenile offenses since 1999 and will continue to do so to comply with the single-point of entry requirements. The screening process provides review of all juvenile citations and reports to ensure that juveniles are being diverted to the appropriate court or program. An advantage to having all citations pass through the Juvenile Diversion Office is that the program will track, on a daily basis, the numbers and types of tickets written to juveniles in our

community. The Juvenile Diversion Program track the number of CHINS and Delinquency cases that are reviewed or filed.

Campbell County continues to use Single Point of Entry. All juveniles who receive a citation and/or a long form report are reviewed using the Single Point of Entry. In 2016, the Gillette Police Department began using the electronic Digiticket system, with full implementation occurring in January 2017. In addition, physical hard copies of citations are also provided in lieu of Digitickets. Tentatively, in April 2020, the Campbell County Sheriff's Office will be implementing an electronic digital system, called Brazos, for citations as well. Furthermore, a representative from the Campbell County Juvenile and Family Drug Court attends the single point of entry meetings in person. This participation has increased the communication, efficiency, and collaboration among the continuum of care to enhance a more informed decision for the appropriate placement of juveniles.

Listed below are Assessment Plans for Campbell County.

Campbell County Juvenile Probation and Department of Family Services are the agencies that administer the Juvenile Assessment tools. Since October 1, 2016, the Campbell County Juvenile Probation Office (CCJPO) and Department of Family Services (DFS) and has been using a standardized instrument as their Juvenile assessment tools. The CCJPO and Juvenile and Family Drug Court (JFDC) continues to use a version of the Washington Assessment. The assessment process will be combined with the Social Summary interview in Juvenile Court cases.

A. Assessment Plan / Department of Family Services

As of January 1, 2020, portions of the PACT Assessment will be getting phased out and the Juvenile Risk Assessment will be utilized. The Department of Family services developed The Juvenile Risk Assessment that focuses on the areas of Community Protection; Competency; and Accountability. This assessment's features are similar to the PACT and the juvenile would receive a new assessment after a new charge has occurred or placement of a juvenile had changed.

B. Assessment Plan / Campbell County Juvenile Probation Office (CCJPO)

As previously stated, the Campbell County Juvenile Probation Office will be utilizing a version of the Juvenile Services Risk Assessment on all open cases. It is the goal of the CCJPO to implement assessment policies that are as similar to those of DFS. Creating similar assessment policies will allow for a smoother transition when transferring a juvenile amongst the agencies. All participants in Juvenile and Family Drug Court referred through Municipal, Circuit or Juvenile court, receive a Juvenile Services Risk assessment within 30 days of being signed up for the program.

The CCJPO supervises youth referred by Municipal, Circuit, and Juvenile Courts and has implemented use of the Juvenile Services Risk Assessment accordingly. An updated

assessment will be performed should there be any major changes in circumstances for the juveniles' case. A final update will be performed prior to discharge from probation.

4. Describe the provision for confidentiality ranging from intake to diversion as described in Wyo. Stat. § 14-6-203.

Confidentiality is governed by the juvenile statutes and applies to Delinquency and CHINS cases filed into Juvenile Court. Juveniles enrolled in the Juvenile Diversion Program are not covered by Title 14 as their offenses were cited as criminal offenses into Municipal and Circuit Courts and are subject to disclosure upon request. The case's origin, whether that be a citation or a report, will dictate how the information will be disseminated. If a juvenile is enrolled in the Juvenile Diversion Program, or proceeds to Municipal or Circuit Courts, that information is more than likely public information. Confidentiality requirements as provided for in the Wyoming Juvenile Statutes will be adhered to when juveniles are placed into Juvenile Court.

I. Least Restrictive Alternatives to Detention

Describe the community's detention process, detailing which youth are detained and for what reasons.

If a juvenile has had contact with law enforcement (Gillette Police Department and/or Campbell County Sheriff's Office) who may need shelter care, detention, or alternative placement, the law enforcement officer utilizes the Juvenile Detention Risk Assessment (JDRA). The JDRA is designed to determine the appropriate shelter care plan. Campbell County focuses on the following ascending levels of care:

1. Reunification of juvenile with family or extended family
When patrol personnel pick up a homeless child or status / non-status offenders, law enforcement try to locate a parent, guardian, or other responsible adults to take custody of these youth.
2. Youth Emergency Service (Y.E.S.) Crisis Shelter
Youth Emergency Services shelter provides safe emergency care for juveniles ages 10 to 18. Shelter is provided to low to moderate risk juveniles placed by self, parent/guardian, law enforcement, Juvenile Diversion, and/ or Juvenile Court. The decision concerning which juvenile qualifies for placement at the Crisis Shelter is determined jointly by the on-duty law enforcement officer and a representative of the Crisis Shelter.
3. 48-Hour Hold
When patrol personnel pick up a non-status offender, who may pose a risk to themselves or a risk to the community the on-duty arresting law enforcement officer will complete the Juvenile Risk Assessment Form (JDRA). For those youth who score in the low to moderate risk level and require 24-hour supervision they will be placed on a 48-hour hold at the Crisis Shelter. When the decision is made to place these youth in the Crisis Shelter, the juvenile is transported to the Crisis Shelter by law enforcement. If appropriate, the Crisis Shelter staff will transport the juvenile from the Detention Center.

Campbell County utilizes a 48-hour hold program with the YES House Crisis Shelter which provides safe, neutral housing for juveniles in the system, rather than detention. For those juveniles not able to stay at the Crisis Shelter until Court, and detention placement is warranted, law enforcement calls the on-call County Attorney to report the JDRA score. Placement at the Juvenile Detention Center may be considered if the JDRA score is identified at a "high risk level". If a juvenile's score is determined as low or moderate, all efforts are made to place the child at home, with a relative, and at the Crisis Shelter, or any other alternatives are exhausted prior to placement in detention.

- a. The Campbell County Community Juvenile Services Board (CJSB) has identified the 48-Hour hold as one of the funding priorities.

4. Campbell County Juvenile Detention Center (CCJDC)

The Campbell County Juvenile Detention Center facility is a sight and sound separated, co-ed facility for juveniles who are ordered by the Court or who pose significant community risk. When patrol personnel pick up a non-status offender, who may pose a risk to themselves or others or community, a Juvenile Detention Risk Assessment (JDRA) is completed. Should the juvenile score a high-level and no other safe placement is available the juvenile will be housed and processed in accordance with the Juvenile Detention Center policies and procedures. For juveniles who pose a medical and/or suicidal risk they are transported to Campbell County Memorial Hospital for further assessment. Then the Campbell County Memorial Hospital may determine whether medical or psychiatric admission is required. Should hospitalization not be determined appropriate then the juvenile is re-assessed for the appropriate shelter care level. If a juvenile is going to be placed at the Campbell County Juvenile Detention Center, then the County Attorney's Office is notified of the determination.

- a. In efforts to provide optimal care for juveniles who are placed in the Campbell County Juvenile Detention Center, training of detention officers and/or personnel in the Continuum of Care will be beneficial to continue to ensure staff maintain high quality emerging practices. The request for Juvenile Detention Officer training does not target specific juveniles, but rather is aimed at increasing competencies for detention officers and/or personnel involved in the continuum of care. Training in areas such as: understanding Juvenile Offenders with Mental Health Issues, Mental Health for Youth Workers, Supervising Juveniles with Mental Health Disorders, Identifying and Treating Juvenile Offenders, Logic Models, Trauma-Informed-Care, and Theory of Change would be beneficial.
- b. The Campbell County Community Juvenile Services Board (CJSB) has identified training for Juvenile Detention Center personnel and/or other continuum of care providers as one of the funding priorities.

5. Project Choice.

The services of the Project Choice staff are used to provide one-on-one staff-to-child supervision. One-on-one staff supervision will occur when youth present an immediate risk

to themselves or others. The immediate risk may be due to threats or acts of aggressive or violent behavior, harm to self or others including risk of suicide. One-on-one staff supervision may be provided at the hospital, law enforcement facility, or at the Y.E.S. House with additional supports. The Project Choice staff stays with the child until they are assessed and placed in the recommended level of care, or released to their parent or authorized guardian.

- a. The Campbell County Community Juvenile Services Board (CJSB) has identified Project Choice as one of the funding priorities.

II. Reduction and Elimination of Substance Use and Abuse

Campbell County Juvenile and Family Drug Court (CCJFDC)

The mission of the Campbell County Juvenile and Family Drug Court (CCJFDC) is to decrease the use of alcohol and other drugs as well as offenses related to their use. Through collaboration with community stakeholders, program participants work towards improving their mental health, life skills, and competencies to lead a substance free, law abiding life. CCJFDC supervises all juveniles that are referred by Municipal, Circuit, and Juvenile Courts. Campbell County Juvenile and Family Drug Court emphasizes substance use treatment and mental health treatment for program participants ages 14-17.

The Intensive Supervision Probation Officer of the CCJFDC program conducts three to five face to face contact per week on each participant along with three to five urinalysis per week depending on the participants program phase. If additional supervision is necessary to increase accountability, a GPS Monitor will be utilized as a sanction to monitor program participants whereabouts.

- a. The Campbell County Community Juvenile Services Board (CJSB) has identified Campbell County Juvenile and Family Drug Court as one of the funding priorities to continue GPS monitoring and mental health and substance use treatment for juvenile participants.

III. Continuum of Care

Campbell Counties Community Juvenile Service Board (CJSB) is striving to maintain and promote the continuation of juveniles' services. Listed below are identified risk and protective factors of Campbell County.

1. Target Population:

A. Specific Ages targeted:

- Less than 11 years old 11-12 years old 13-14 years old 15-16 years old
 17-18 years old 18-21 years old

2. Assets/Needs

What does the cumulative prospective board view as the primary issue facing:

A. Community:

- Availability of drugs Availability of alcohol
- Community Attitudes favorable towards drugs/alcohol
- Community attitudes negative towards youth Community disorder and /or decay
- Lack of cohesiveness Language/cultural issues Poverty Racial tension
- Transition and mobility of population Unemployment/underemployment

1. Describe assets of community:

- Good community collaboration
- Good communication about services available
- Tax structure has allowed for support of many youth services
- Decisions made by coalitions are made based on what families actually need – not self interest
- Good resources
- Campbell County Juvenile Detention Center opened in 2009 and it also houses other surrounding communities' juveniles as space is available
- Continuum of care
- County Attorney treats juvenile cases as priority
- Juvenile Services Partnerships
- Good economy
- Positive activities available for youth
- Youth Emergency Services House
- Recreational Center
- "Can Do" attitude
- Park system (16 parks, 15 school playgrounds)
- Library (several youth-based service-based programs)
- Public Health
- Educational opportunities with career technical opportunities
- Campbell County Memorial Hospital remodeled the inpatient acute unit to provide separated hospitalization and treatment between juveniles and adults

2. Describe needs of community:

- Transient population influences services available
- Transitional services youth for 18 to 24 years of age

- Young population with a lot of disposal income
- Lack of foster homes
- Affordable outpatient mental health services
- Lack of crisis beds
- Dockets full for three months out
- Emerging gangs
- Substance abuse among youth and parents
- Incarcerated parents
- Lack of service orientation by youth
- Care beyond acute care needs regarding mental health
- Additional psychiatric and psychological evaluation availability
- Affordable housing options
- Food security alternatives
- Public transportation

B. Family:

- Child abuse and neglect Divorce Domestic Violence
- Family substance abuse Parental involvement in problem behavior
- Poor parental supervision Single parent households

1. Describe assets of services related to families in jurisdiction:

- Good communication about services available
- Tax structure has allowed for support of many youth services
- Decisions made by coalitions are made based on what families actually need – not self interest
- Good resources
- New juvenile detention facility
- Continuum of care
- County Attorney treats juvenile cases as priority
- Juvenile Services Partnerships
- Good economy
- Positive activities available for youth
- Youth Emergency Services House
- Wide continuum of services
- Parenting classes
- Some high parental involvement

2. Describe needs of services related to families in jurisdiction:

- Shift work leaves some youth unsupervised
- Economic vulnerability regarding mineral related jobs (i.e. Coal Industry)
- High level of single parent population
- Lack of foster homes
- Lack of crisis beds
- Dockets full for three months out
- Emerging gangs
- Substance abuse among youth and parents
- Incarcerated parents
- Parent education

C. School:

- Dropouts Grade repetition Poor academic performance
 School disciplinary problems Truancy

1. Describe assets of school:

- Good communication about services available
- Tax structure has allowed for support of many youth services
- Decisions made by coalitions are made based on what families actually need – not self interest
- Good resources
- Collaborative education for detained youth
- Diverse economy
- Positive activities available for youth
- Youth Emergency Services, Inc. School
- Wide continuum of services
- School facilities
- Extracurricular activities
- Campbell County Juvenile Detention Center School programming

2. Describe needs of school:

- Substance abuse among youth and parents
- Tobacco and vaping use
- Incarcerated parents
- Inconsistent discipline among schools
- Need more diversion at lower grade
- Enough resources to allocate toward behavioral and emotional concerns of students

- Alternatives to suspension and expulsion
- School safety, threats of violence

D. Youth:

- Alcohol Use Drug Use Gang involvement Runaway Suicide
 Teen pregnancy Vandalism/graffiti Violence

1. Describe assets of services related to youth in jurisdiction:

- Good communication about services available
- Tax structure has allowed for support of many youth services
- Decisions made by coalitions are made based on what families actually need – not self interest
- Good resources
- Co-located Juvenile Detention Center
- Continuum of care
- County Attorney treats juvenile cases as priority utilizing Single Point of Entry
- Juvenile Services Partnerships
- Good economy
- Positive activities available for youth
- Youth Emergency Services, Inc. programs
- Wide continuum of services
- High achievers

2. Describe needs of services related to youth in jurisdiction:

- Shift work leaves some youth unsupervised
- High level of single parent population
- Lack of foster homes
- Lack of crisis beds
- Lack of training for Juvenile Detention staff
- Reducing detention as a sanction
- Community attitude that detention is acceptable
- Dockets full for three months out
- Emerging gangs
- Substance abuse among youth and parents
- Defense attorney training within the juvenile system
- Incarcerated parents
- Need more diversion at lower grade

- Lack of service orientation by youth
- Lack of mental health services for youth

E. Describe the strategic plan to address needs in each of the following areas:

The strategic plan includes implementation / continuation of five program areas which target service gaps in the community. Program areas include:

- (1) 48-Hour Hold Program for Status Offenders
- (2) Project Choice
- (3) Training Juvenile Detention / Continuum of Care Personnel
- (4) Juvenile Family Drug Court (GPS Monitoring)

	48 Hour Hold For Status Offenders	Project Choice	Training for Juvenile Detention Staff/Personnel in Continuum of Care	Juvenile and Family Drug Court (GPS Monitoring)
Community	X	X	X	X
Family	X	X		X
School	X		X	X
Youth	X	X	X	X

F. Describe the Continuum of Care for the following risk levels:

We are committed to maintaining a continuum of care that serves children and families at the lowest level of service possible.

1. Low risk youth: Low risk youth will be supported in their home and in their community.
2. Moderate risk youth: Moderate risk youth will be supported in their home and in their community.
3. Moderate-High risk youth: The least amount of intervention necessary which could include the Y.E.S. House Crisis Shelter, 48-Hour hold, and/or Project Choice
4. High risk youth: Possible involvement in Juvenile and Family Drug Court, Juvenile Detention, or acute hospitalization at Campbell County Memorial Hospital.

Alternative Sources of Funding

1. Who/what agency will be responsible for exploring other funding sources and operational costs for local juvenile services.

Each agency involved engages in an on-going search for alternative funding sources to maintain quality continuum of care, single point of entry, in efforts to reduce juvenile detention. The Youth Emergency Services, Inc., (YES) House will explore funding options for the 48-Hour Hold for Status Offenders and Project Choice. The Campbell County Juvenile & Family Drug Court will continue to seek out additional funding for its program. The Sheriff's Department and County Attorney's Office will seek additional funding option for training in diversion alternatives and continue to provide data for the Community Juvenile Services Board. The Juvenile Probation Office will explore alternative funding for the GPS Monitoring component and Juvenile & Family Drug Court.

Last Updated 01/24/2020

Draw Down Request Form

Grantee: Campbell County

Project: GS-0006572

Project Title: Advanced Carbon Products Innovation Center

Request No.: 1

DDR ID: DDR-000005718

Date: January 28, 2020

Invoice Period Covered

Start Date: 1/28/2020

End Date: 1/28/2020

Budget Categories	Beginning Balance	Total Invoice Amount	% of Charges to be Paid	Reimbursable Amount*	Remaining Balance**
Non-Construction	\$77,085.00	\$0.00	0%	\$0.00	\$77,085.00
Construction	\$1,091,660.00	\$0.00	0%	\$0.00	\$1,091,660.00
Real Estate	\$331,255.00	\$0.00	0%	\$0.00	\$331,255.00
Total	\$1,500,000.00	\$0.00		\$0.00	\$1,500,000.00

*The Reimbursable Amount is limited by the Total Invoice Amount * % of Charges to be Paid or the Remaining Balance.

**The Remaining Balance if all reimbursable amounts are approved.

I hereby certify that the above requested funds by the Grantee are a true and accurate request for funds from the Wyoming Business Council Grant & Loan Programs, that I am authorized to sign this Draw Down Request, and any Grant Funds drawn down for the retainage will be deposited into an escrow account on behalf of the Contractor, as specified by Wyoming Statutes.
Responsible Official Signature:
Printed Name:
Draw Down Request Contact Person: Beth Raab
Contact Title: Grants Specialist
Phone Number: (307) 687-6324
Email Address: blr01@ccgov.net

*Please note that processing of payments may take up to 21 days after receipt of draw request.

Attachment A

Wyoming Community Juvenile Services Boards

BUDGET PROPOSAL FOR JULY 1, 2020 THROUGH JUNE 30, 2022

* For CJSBs existing and in contract with DFS as of 01/01/2020

County:		Campbell
Submitted By:		Jim Lyon, Jr., Campbell County Juvenile and Family Drug Court/Juvenile Probation Office, Director
Line Items	Details/Information for Line Item	
ADMINISTRATIVE COSTS		
Salaries and Wages	Describe the positions and the salary each will receive in this line item.	N/A
Travel	List any costs associated with travel, both in state and out of state related to training, CJSB development, client related	N/A
Office Space	Indicate monthly rent and utilities for office space. Include number of offices and addresses of each.	N/A
Office Supplies	List the office supplies you will typically purchase with this line item.	N/A
Computer Hardware	List the computer hardware and software you will purchase with this line item. (Computer, printer, keyboard, mouse, screen, etc.)	N/A
Photocopier	List photocopier costs here. Include the purchase price of a photocopier if applicable as well as the cost of copies, paper, etc.	N/A
Postage	Indicate average monthly cost of postage.	N/A
Advertising	Indicate types of advertising used, the cost per/unit, what the advertising is for, and how often advertising is used.	N/A
Equipment Maintenance	Describe equipment, including make and model and year of equipment to be maintained using this line item. Describe types of maintenance needed.	N/A
Equipment Rental/Purchase	Describe equipment rented or purchased including make, model, year, what it will be used for and total cost. If rented on a month-to-month basis, include monthly cost.	N/A
Case Management System	List any costs associated with the case management system. Include data entry cost.	N/A
Professional Services Contract (Please Specify)	List all professional service contracts the court has entered into. Provide the name, address and phone number of each person and/or company in each contract as well as the reason for the contract. List the dollar amount of each contract.	N/A
Other Administrative Costs	List all other administrative costs. Include names, addresses, phone numbers if applicable. Specify amount of each and reason for cost.	N/A
Central Point of Intake	Describe costs for implementing and maintaining a central point of intake. Examples include hiring staff to administer the PACT Assessment, expenses associated with 24-hour intake (such as on-call expenditures), implementation of a central intake center.	
	The Central Point of Intake is established and operated through the County Attorney's Office. No funds are being requested for this area.	N/A

Attachment A

<p>Diversion Detention/Shelter Care</p>	<p>Describe costs for the implementation and maintenance for a juvenile diversion program and expenses associated with the creation/maintaining of detention/shelter care standards. Examples include but are not limited to funding for juvenile diversion programs and funding for Alternatives to Detention programs.</p>	
<p>1. Alternative to Detention - 48-Hour Hold for Status Offenders</p>	<p>The 48-Hour Hold Program for Status Offenders at the YES House is an alternative to jail for status offenders and encompasses a preventative approach to incarceration. Services provided include counseling and family re-unification services as well as giving youth access to advocacy and supervision in a safe, structured environment. All efforts are made to place a child back in their home, with a relative or at the Crisis Shelter prior to placement in detention. The CJSB Program funding will allow continuation of the program by augmenting Crisis Shelter staff to enable sufficient supervision and support for at-risk youth residing in their care. The requested funding will be utilized for staffing.</p>	<p>\$45,000.00</p>
<p>2. Alternative to Detention - Project Choice</p>	<p>Project Choice staff will provide crisis intervention services and supervision to youth 18 and under, who need a safe environment or temporary hold if involved in status or non-status offenses. These services will be utilized when law enforcement cannot place a child in the custody of their parent/guardian or the youth is not appropriate for placement at the YES House Crisis Shelter due to disruptive, aggressive behaviors, suicidal tendencies or the need for emergency mental health services. Project Choice, one-on-one staffing, is provided in the least restrictive and most appropriate environment which includes: Law Enforcement Center, Campbell County Memorial Hospital, or the YES House. The requested funding will be utilized for staffing.</p>	<p>\$31,500.00</p>
<p>3. Alternative to Detention - Training for Juvenile Detention Officers</p>	<p>During this biennium the Campbell County Juvenile Detention Center will be continuing to develop juvenile detention officer competencies. State standards currently require juvenile detention officers to obtain 20 hours of juvenile specific training annually as opposed to Peace Officer Training Standards which only require 20 hours over two years. The funding request will be utilized to train Juvenile Detention Officers and/or other Continuum of Care staff, in Corrective Thinking or other equivalent training, Alternative to the Use of Restraints and Isolation on Juveniles, Mental Health Issues in a detention setting, and other issues effecting conditions of confinement that will impact a juvenile's re-entry into the community.</p>	<p>\$2,700.00</p>
<p>Non-Secure Continuum of Care</p>	<p>Describe costs associated with the development and implementation of a non-secure continuum of care. Examples include program costs for early intervention, diversion, community services, graduated sanctions and other services provided within the CJSB service area. Non-secure also includes aftercare and transition.</p>	
<p>6. Continuum of Care/Graduated Sanction - Juvenile & Family Drug Court Program</p>	<p>The Juvenile & Family Drug Court assists Campbell County in coming into compliance with the Juvenile Justice and Delinquency Prevention Act by offering an alternative to incarceration and other long-term residential placements for juveniles entering the criminal justice system due to their dependency on alcohol and other substances. The program involves both the juvenile and parents/guardians and includes weekly court appearances, intensive supervision probation, multiple weekly random drug testing, substance abuse treatment, individual and family counseling and use of immediate sanctions and incentives. Funding through the CJSB Program will ensure continuation of intensive supervision probation and both substance abuse and mental health treatment. The requested funding will be utilized to continue the substance abuse and mental health components as well as intensive supervision probation and administrative support for the program.</p>	<p>\$42,744.00</p>

Attachment A

Identification of Other Funds	Describe costs associated with the identification of other funding. Examples include grant writing and other costs associated with the identification of other funding sources and operational costs.
	During this biennium no additional expenses are requested in this project area. Since sustainability if CJSB's primary focus, the requested funds would be allocated to the requested areas above.
MISCELLANEOUS EXPENSES (Please Specify)	Specify any expenses not yet listed. Describe each item in detail, specifying cost and reason for line item.
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Attachment A

In-Kind Match

Community Juvenile Services Boards funding awards will be met with a fifteen percent (15%) in kind match from non-state funds. The match may include donations of expendable equipment, office supplies, workshop or education and training materials, workspace, or the monetary value of time contributed by professional and technical personnel and other skilled and unskilled labor, if the services provided are an integral and necessary part of the CJSB. The value placed on loaned or donated equipment may not exceed its fair market/rental value. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the organization or the labor market. Fringe benefits may be included in the valuation. Volunteer services must be documented and, to the extent feasible, supported by the same valuation methods used by the recipient organization for its own employees. The value of donated space may not exceed the fair rental value of comparable space, as established by an independent appraisal of comparable space and facilities in a privately owned building in the same locality. The value for donated fungible goods shall be reasonable and not exceed the fair market value at the time of the donation. The basis for determining the value of personal services, materials, equipment, and space must be documented.

		Total eligible amount requested:	\$121,944.00
		Amount required for in-kind match:	\$18,291.60
Source of Match	Description	Value	
Monetary value of time contributed by professional personnel:	Time spent per month calculated at two hours per month for Sheri England, Charlene Edwards, Erica Wood and Aspen Rech. Time spent per month calculated at one hour per month for Jane Glaser, Jim Hloucal, Kip Farnum, and Donna Morgan. Time spent per month calculated at three hours per month for Tatyana Walker for Fiscal monitoring/reporting. Time spent per month calculated at five hours per month for Jim Lyon, Jr. In addition, Jim Lyon Jr. and Erica Wood also compile and disseminate CJSB ROM data on a quarterly basis.		\$9,023.04
	Juvenile Probation Office Space = 824 square feet x \$12.00 / square foot = \$9,888.00. Computer for Administrative Assistant = \$145.00		\$11,033.00
	Jim Lyon, Jr. anticipates donating 20 hours of his time to the grant writing process = \$848.20. Megan Kincaid-Heidel anticipates donating 20 hours of her time to the grant writing process = \$426.60		\$1,274.80
Total Value of in-kind match:			\$21,330.84

The following page(s) contain the backup material for Agenda Item: [9:30 Board Appointments, CARE Board](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



OFFICE

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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.

**BEFORE THE CANVASSING ELECTION BOARD
IN AND FOR CAMPBELL COUNTY, WYOMING**

IN THE MATTER OF THE)
ELECTION OF)
CAMPBELL COUNTY CARE BOARD)

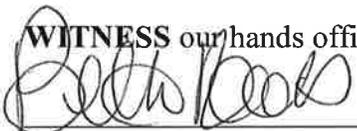
CERTIFICATE OF ELECTION RESULTS

We, the undersigned, hereby certify that on January 24, 2020 an election was held for the election of two (2) Board Members to serve on the Campbell County CARE Board, and thereupon found, determined, and we do hereby certify and declare that such voters were as follows:

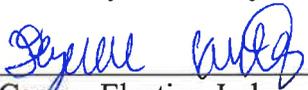
Vote for Two (2) Board Members who shall serve for a Four (4) year term.

	Tally	Total Votes
Kristin Young		7
Richard Mansheim		3
Richard Burton		2
Alex Berger		6
Write-In:		

WITNESS our hands officially as such election officials this 24th day of January 2020.



Beth Beck
Canvas Election Judge



Sybil White
Canvas Election Judge



Michelle Doffner
Canvas Election Judge

ATTEST:



Charity Stewart, Election Coordinator

The following page(s) contain the backup material for Agenda Item: [9:35 Board Appointment, Wyoming Miner's Hospital](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



Campbell County Health

Excellence Every Day

MEMO

To: Campbell County Commissioners
From: Campbell County Health Board of Trustees
Subject: Appointment to State Miner's Hospital Board
Date: January 17, 2020

The Campbell County Health Board of Trustees recommend the appointment of Jamie L. Black to the State Miner's Hospital Board to replace John William Rice.

Ellen Rehard

For/ Ian Swift, Board Chair

The following page(s) contain the backup material for Agenda Item: [9:40 Carbon Valley Marketing, Firm Recommendation](#)

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Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

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

MEMORANDUM

TO: Board of Commissioners

FROM: Ivy McGowan-Castleberry *J.M.C.*

RE: Carbon Valley Marketing

DATE: January 28, 2020

On January 8th, the Carbon Valley Global Marketing Committee conducted interviews with Violet PR and Agenda-Global, the two marketing and branding agencies selected as a finalist during the Commissioners December 17, 2019, Regular Business Meeting.

Both agencies were compelling in their accomplishments and proposed approaches to helping brand and market Campbell County as a research mecca for advanced carbon technologies. After careful deliberation, the Committee recommends the selection of Violet PR.

Violet PR presented a fundamentally different perspective on what we have traditionally done and focused on. In addition to offering a new perspective, Violet PR has done considerable work branding or rebranding communities transitioning to a new economic focus. Several of their successes include Mountain West communities with similar geographical and cultural considerations, including Great Falls, MT and Boise, ID.

Finally, Violet PR provided an aggressive and detailed timeline with specific deliverables identified.

The following page(s) contain the backup material for Agenda Item: [9:45 Commission Vacancy](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



CAMPBELL COUNTY REPUBLICAN PARTY

January 25, 2020

Campbell County Board of Commissioners
500 South Gillette Ave.
Suite 1100
Gillette, Wyoming 82716

Chairman Reardon and Board,

The Campbell County Republican Central Committee has fulfilled its statutory duty pursuant to Wyoming Statute 18-3-524. The Central Committee met on January 23, 2020, with 101 of its 113 members voting and selected three persons qualified to fill vacancy in the office of County Commissioner. Those three persons are: Colleen Faber, Troy McKeown and Jeff Raney. The Board of County Commissioners shall now appoint one of those persons to fill that vacancy.

We are confident that each of these persons is well qualified and has the integrity and competency to be an outstanding County Commissioner and will serve our community well.

As required by the floor rules of procedure adopted at that meeting, I am also enclosing all relevant information we received from these person's, including resumes, addresses and phone numbers as well as the text of Wyoming Statutes 18-3-523 and 18-3-524.

Please contact me with any questions. The Campbell County Republican Central Committee, our community and I look forward to your decision.

Sincerely,

Vicki Kissack, Chairman
Campbell County Republican Party
PO Box 1252
Gillette, WY 82717
307.696.3570

18-3-523. Removal from office.

(a) If any county commissioner refuses or neglects without just cause to perform any duties required of him as a member of the board of county commissioners or knowingly commits any act which by law is in violation of his official oath and bond, charges in writing may be made against him before the district judge of the district in which the county is situated. Notice of filing and a copy of the charges shall be served upon the accused by the sheriff of the county within ten (10) days after the charges are filed with the clerk of the district court. The cause shall be tried not later than thirty (30) days from the filing of the charges and shall be by the court without the intervention of a jury. After submission of the proof the commissioner shall be removed from office by the governor of the state.

(b) If charges against a county commissioner are filed with the governor, he shall cause the accused commissioner to be served with a copy of the charges and notice of the time the governor will hear the matter. The hearing before the governor shall be not less than twenty (20) days after the date of the notice.

18-3-524. Appointments to fill vacancies; term.

(a) Within twenty (20) days after the office of any county commissioner becomes vacant the remaining members of the board shall declare a vacancy to exist and immediately give notice of the vacancy in writing to the chairman of the county central committee of the political party which the member whose office is vacant represented at the time of his election under W.S. 22-6-120(a)(vii), or at the time of his appointment if not elected to office. The chairman of the county central committee shall within twenty (20) days after receipt of the notice call a meeting of the county central committee. At the meeting the committee shall select three (3) persons qualified to fill the vacancy and transmit the names to the board of county commissioners. The board of county commissioners shall fill the vacancy within twenty (20) days after receiving the list from the county central committee by appointing one (1) of the persons whose names are submitted by the county central

committee:

(i) If the county central committee fails to select and transmit the list of three (3) names to the board of county commissioners within twenty (20) days, the board shall fill the vacancy by the appointment of any qualified person belonging to the same political party the incumbent commissioner represented at the time of his election or appointment if not elected to office;

(ii) If the incumbent commissioner did not represent any political party at the time of his election or appointment, the board of county commissioners shall publish in a newspaper of general circulation in the county notice that within twenty (20) days after publication any qualified person may make application directly to the county commissioners for appointment to fill the vacancy. Within twenty (20) days after the application deadline the county commissioners shall fill the vacancy by appointment of one (1) person qualified from those submitting applications.

(b) If the remaining members of the board of county commissioners fail to fill any vacancy in a board of county commissioners within the time specified in this section, any qualified elector of the county may file a petition with the clerk of the district court of the county in which the vacancy occurred requesting the judge of the district court to fill the vacancy:

(i) Within twenty (20) days after the petition is filed the judge shall fill the vacancy by appointing a qualified elector of the county belonging to the same political party the incumbent commissioner represented at the time of his election or appointment. If the incumbent commissioner did not represent any political party at the time of his election or appointment the judge may appoint any qualified person to fill the vacancy.

(c) Every person appointed county commissioner shall serve until a successor is elected at the next general election and takes office on the first Monday of the following January.

(d) For purposes of this section a person shall be considered to "represent" a political party if he was a nominee of that political party when elected to office or when appointed to fill a vacancy in office.

January 17th, 2020
Colleen Faber

Dear Campbell County Republican Central Committee and Chairman, Vicki Kissack,

Thank you for the opportunity to provide you with my letter of interest in being considered as a candidate for the vacancy on the Campbell County Board of Commissioners.

I am a registered Republican in Campbell County and have been a Republican since 1986 (33 years). I joined the Campbell County Republican Women in 2019. It is my intention to run in the 2020 election.

My priorities as a commissioner would be:

- 1) Focus on maintaining vital county services, EMS, Fire and Sheriff's Department and County Road infrastructure.
- 2) Proactively manage the county budget to remain in line with revenue in order to keep the tax burden on citizens reasonable.
- 3) Ensure continuity and cooperation to enable a productive environment on the Campbell County Board of Commissioners.

I have been a resident of Campbell County since 2004, moving from neighboring Montana. My husband and I raised our two children here and my husband is an associate pastor for the Church at the Barn. We also relocated our cattle operation to Wyoming and I obtained an environmental position in 2004 with Lance Oil & Gas (Western Gas Resources) which was acquired by Anadarko Petroleum Corporation in 2006 and subsequently acquired by Occidental Petroleum Corporation in 2019. I remained with the company through December 12, 2019 when I chose to accept an early retirement package. Campbell County is a special place for our family and has been extremely good to us. The people of this county are amazing, patriotic, hardworking individuals. I am looking forward to giving back as much as I can with the time I am now afforded.

I bring exceptional qualifications to the role of commissioner, understanding both rural and ag interests, being in production agriculture most of my life and for the past 30 years with my husband, extensive oil and gas environmental and regulatory experience and expertise as well as understanding the needs of Campbell County through church and community involvement.

Being able to step in and be effective as a commissioner is something I bring to the table. I have been involved in recent emerging issues in Campbell County related to Sage Grouse, the Converse County Oil and Gas Project Environmental Impact Statement (EIS), and my appointment to Governor Gordon's Invasive Species Policy Committee to name a few. These issues are emerging and ongoing, something that a past commissioner would not have the advantage of knowing first hand. Through my years on the Northeast Wyoming Sage Grouse Working group (2006 – present) and with the newly signed Sage Grouse Executive Order by Governor Gordon which included significant changes related to soft and hard triggers, I bring this knowledge and expertise with me. There is currently a push to expand sage grouse core area in North East Wyoming including many acres in Campbell County. I have been on the forefront of getting information to oil and gas operators as well as the Campbell County Commission regulatory representative in order for them to stay informed and allow for comment. My work on the operator group for the Converse County EIS and SEIS, with the final EIS release pending, also affords great insight to the commission related to the extensive oil and gas play in Converse County, of which the northern boundary of the EIS is the Campbell/Converse county line. This will bring many economic benefits to Campbell County. With my background in oil and gas, I can provide insight into the various aspects of how to accommodate and be prepared for the influx of activity along with the potential for ground-breaking year-round development that will eliminate the "stop and go" nature of oil and gas development through timing restrictions.

I have extensive experience with federal lands, split estate and collaboratively working with federal and state agencies. Approximately 12% of Campbell County is federal lands and my knowledge of resource management plans, the NEPA process as well as excellent relationship with the Buffalo Bureau of Land Management Office leadership is helpful in stepping in to the commissioner role.

I was honored to represent the Powder River Basin and Campbell County oil and gas land stewardship practices in a national ad campaign by the American Petroleum Institute in 2018 which featured video footage on the beautiful Durham Ranch. I was also present in Washington D.C. for the State of American Energy luncheon in 2018 while providing an interview on land stewardship practiced by oil and gas operators. My ability to promote Campbell County and its valuable energy is something I am proud of and believe I can continue to do in the role of county commissioner.

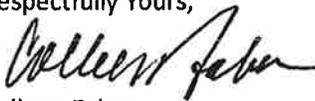
With 15 years' experience in an environmental role, I have had to create budgets annually and also developed requests for proposals (bid packages) for projects large and small (many with budgets greater than \$1,000,000.00). I have been faced with challenging economic downturns in the oil and gas industry, which required that I adjust budgets, be more innovative and find solutions while maintaining high operational standards and compliance. As a commissioner, emergency management experience is vital and I bring that experience and training with me. I also have 11 years of employee supervision and management experience.

Campbell County is coal country and with the tides strongly turning against coal, it is critical that we protect our ability to produce clean coal. The ongoing bankruptcies and non-payment of taxes by coal companies is a challenge the current commissioners have voiced concern over. While there doesn't appear to be clear solutions at this time, I believe I will bring constructive dialogue to the table to see both sides of the issue and work with the current board to start on a path of resolution while maintaining the security of jobs for our county residents.

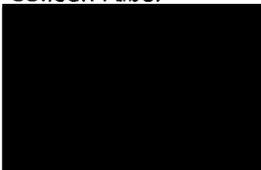
Along with the long list of professional qualifications, comes my community involvement over the years. My children and our family were long members of Campbell County 4-H with many years of fair participation showing animals, bringing in artwork, vegetables and much more. Helping judge at the county fair is something I greatly enjoy, as the youth of this county are very talented and show that we have a bright future ahead. My husband and I have produced and supported many youth rodeos over the years in Campbell County, provided stock, opened gates, held goats, run chutes etc. on a volunteer basis. We are active with the youth ministry in our church as well as Rodeo Bible Camp and other ministry outreaches at fairs and rodeos. Both of our children attended classes at Gillette College and our daughter obtained her associates degree through Gillette College. She also was a member of the rodeo team (member of the College National Finals Rodeo 4th place women's team) and the Cross-Country Team (member of the 3rd place NJCAA national half marathon team). It is critical that we understand the importance of the youth in our county and promote their success as much as possible.

The commissioner role as described by the Wyoming County Commissioners Association (WCCA) is the "most full-time, part-time job". With my children raised and my retirement from the oil and gas industry, I can commit my full attention to the role of Campbell County Commissioner and the well being of the residents of Campbell County. According to the WCCA every two years about a third of the county commissioners in Wyoming are new to the role, which is why WCCA provides information to speed the process of becoming an effective commissioner. I understand there will be a lot of learning, something I'm accustomed to and ready for. I would expect to uphold the office with the utmost integrity and trust of the people of this county.

Respectfully Yours,



Colleen Faber





Colleen D. Faber

Work experience

2018 - 2019 **Anadarko Petroleum Corporation, Gillette, WY**
HSE Environmental Manager, Wyoming & Utah

- Supervision of Wyoming and Utah environmental employees and tasks including water quality compliance, waste management, SPCC, spill reporting and cleanup, avian protection, remediation and reclamation.
- Continued with the same tasks list below for 2013 – 2018 with the addition of Utah assets and employees.
- Provide HSE review and detailed comments for Environmental Impact Statements, Environmental Assessments and necessary information, studies and plans for federal APD's for Wyoming and Utah. Excellent understanding of NEPA.

2013 to 2018 **Anadarko Petroleum Corporation, Gillette, WY**
HSE Supervisor/Manager

- Supervision of Powder River Basin and SWWY environmental employees and tasks including water quality compliance, waste management, SPCC, spill reporting and cleanup, avian protection, remediation and reclamation.
- Provide HSE reviews and detailed comments for Environmental Impact Statements, Environmental Assessments and necessary information, studies and plans for federal APD's for Powder River Basin and Wyoming.
- Incident reporting, investigations and cause map development. Creation of site-specific emergency response plans for new locations in the Powder River Basin and participation in emergency response drills.
- Development of project request for proposals (bids), proposal review, analysis and negotiations with contractors as well as selection and final cost reviews for accuracy.
- Annual budgeting and cost analysis aligned with business objectives and cost control variables due to market fluctuations. Evaluate and pursue innovative measures to remain within cost constraints throughout the budget year.
- Management of HSE issues related to acquisitions and divestitures. Conduct level 1 and 2 due diligence for potential acquisition properties along with providing documents and HSE records to potential buyers of company assets.
- Manage site close-out of CBM properties, plug and abandon well bond release and reservoir bond releases.
- Developed intern work plans for HSE interns in PRB while mentoring and providing projects and guidance.
- Representation of the company at various industry, regulatory and state functions by attending as well as presenting reclamation and environmental information. Serve/chair on various industry and agency committees.

2008 to 2013 **Anadarko Petroleum Corporation, Gillette, WY**
EHS Supervisor

- Supervision of regional reclamation employees overseeing field reclamation, remediation, integrated pest management and regulatory activities for all areas of development in Wyoming, Colorado and Utah.
- Management and oversight of company reclamation programs and policies to create consistency within the region. Instrumental in development of reclamation tracking geo-database for better management and reporting of reclamation projects. Development of field wide and site specific reclamation plans for new wells and pipelines.
- Representation of the company at various industry, regulatory and state functions by attending as well as presenting reclamation and environmental information.

2004 to 2008 **Lance Oil & Gas Co. Inc. ~ Anadarko Petroleum Corporation, Gillette, WY**
Senior Reclamation and Regulatory Analyst

- Coordination and management of field reclamation for all areas of development. Initiate cooperative working relationships between Bureau of Land Management (BLM), private surface owners and contractors.
- Management of Integrated Pest Management Program, including preparation of integrated pest management plans for federal Plans of Development (POD's), as well as implementing these plans in the field. Initiation and management of company mosquito control and tracking program.
- Conduct Pre-Construction and Conditions of Approval (COA) meetings for company personnel and contractors to assist in clarification and compliance of federal POD's. Designed stipulation spreadsheet to track compliance and stipulations for each approved federal Plan of Development.
- Manage and coordinate Wildlife COA surveys and wildlife status. Extensive work with contract wildlife biologists, Bureau of Land Management (BLM) biologists and company field personnel to prioritize and complete wildlife surveys and submit exception requests when necessary.
- Implementation of Storm Water Pollution Prevention Plans (SWPPP) for new projects. Management and tracking of pre-planning, permits, inspection and release of SWPPP's.
- Supervise reclamation of plugged and abandoned wells, filing of final abandonment reports with Wyoming Oil & Gas Conservation Commission, private landowners and/or Bureau of Land Management for wells successfully reclaimed.
- Representation of the company at various industry, regulatory and state functions by attending as well as presenting reclamation and environmental information.

1990 to 2003

Additional Relevant Experience

- Soil Conservationist, USDA NRCS
 - Maintained and initiated conservation plans
 - Assisted with pipeline and water development projects
- Soil Scientist, USDA NRCS
 - Surveyed and mapped soils in Musselshell, Custer and Gallatin Counties, Montana.
- Montana State Agricultural Statistics Field Enumerator
 - Conducted personal and phone interviews with agricultural producers.
 - Completed field surveys and monitoring of crop production.

Education

- High School Diploma (Salutatorian) Judith Gap Public High School, Judith Gap, Montana, May 1986
- Bachelor of Science Degree in Agronomy with a Soil Science Minor, Montana State University, Bozeman, MT, June 1990. Cumulative G.P.A. 3.50 (transcript available upon request).

Other Qualifications, Awards and Special Accomplishments

- Computer skills: Proficient with using MS Word, Excel, Power Point, All Topo. Excellent typing skills. Some use of ArcGIS programs. Very comfortable with learning new computer programs.
- Appointed to Wyoming Governor Gordon's Invasive Species Policy Committee – October 2019.
- Nominated as Wyoming Woman of Influence in Energy & Utilities 2018.
- Northeast Wyoming Sage Grouse Local Working Group oil and gas representative – 2006 to present.
- Petroleum Association of Wyoming Reclamation Committee Chairman – 2011 to 2019.
- American Quarter Horse Association Life Member.
- Wyoming Farm Bureau Century Club Member.
- Associate Professional Soil Scientist – April 2012.
- Certified Professional Soil Scientist – November 2012 - Present.
- Excellent Verbal and Written Communication Skills. Presentations both public and internal on behalf of Anadarko Petroleum Corporation:
 - Western Governors Association Working Lands Roundtable Presenter/Panellist – October 11, 2018
 - American Petroleum Institute Wyoming ad spot featuring Powder River Basin Land Stewardship – 2017
 - American Petroleum Institute, Washing.D.C. State of American Energy Luncheon guest representing Powder River Basin oil and gas – January 2018.
 - Wyoming State Weed & Pest District Fall Conference - Sheridan, WY - 2017
 - Wyoming Mining Natural Resource Foundation Invasive Plant Workshop – Green River, WY – 2017
 - Eastern Montana Weed & Pest District Annual Meeting – Miles City, MT – April, 2012
 - Petroleum Association of Wyoming Reclamation Conference, November 2011
 - University of Wyoming Reclamation Symposium 2010
 - National Fluid Minerals Conference 2008
 - Wyoming Resource Education Days 2008
 - Anadarko Rockies EHS Regional Summit, September 2007
 - National Grasslands Managers Meeting, Douglas Wyoming 2006
 - Coal Bed Natural Gas Education Fair June 2005 and June 2006
 - Wyoming State Weed & Pest District Annual Meeting 2006, 2011
 - Gillette area operators Best Management Practices Meeting 2005
 - Bureau of Land Management Buffalo Field Office Best Management Practices meeting 2005
- Accepted on behalf of Anadarko Petroleum Corporation the Excellence in Use of Technology award at the 2008 National Fluid Minerals Conference, recognizing Anadarko's efforts using geospatial data to track reclamation progress and use in regulatory permitting.
- Anadarko Petroleum Corporation received the Industry Reclamation and Wildlife Stewardship Award from the Wyoming Game and Fish Department for proactive reclamation practices along with wildlife studies within its project areas – 2008.
- Hazwoper and incident management training (records attached).

Volunteer and Community Experience

- Blessings in a Backpack
- Campbell County Soup Kitchen
- Judge for National Christian Forensics and Communications Association Region III, Gillette qualifier
- Anadarko Petroleum Corporation representative at Gillette Chamber of Commerce events
- Campbell County Republican Women
- Campbell County Fair judge
- Campbell County youth rodeo producer (Campbell County Cowgirls/Cowboys), 4-H rodeo, Rodeo Bible Camp.
- Campbell County 4-H leader – GIS and Horse

References

- Available Upon Request.



Certificate of Completion

This certifies that

Colleen Faber

Has successfully completed

National Incident Management Framework

Completed on 5/1/2017 07:00 AM, America/Denver

CPE:





Certificate of Completion

This certifies that

Colleen Faber

Has successfully completed

OSHA 40-Hour HAZWOPER

Completed on 9/4/2014 04:00 PM America/Denver

CPE:





Certificate of Completion

This certifies that

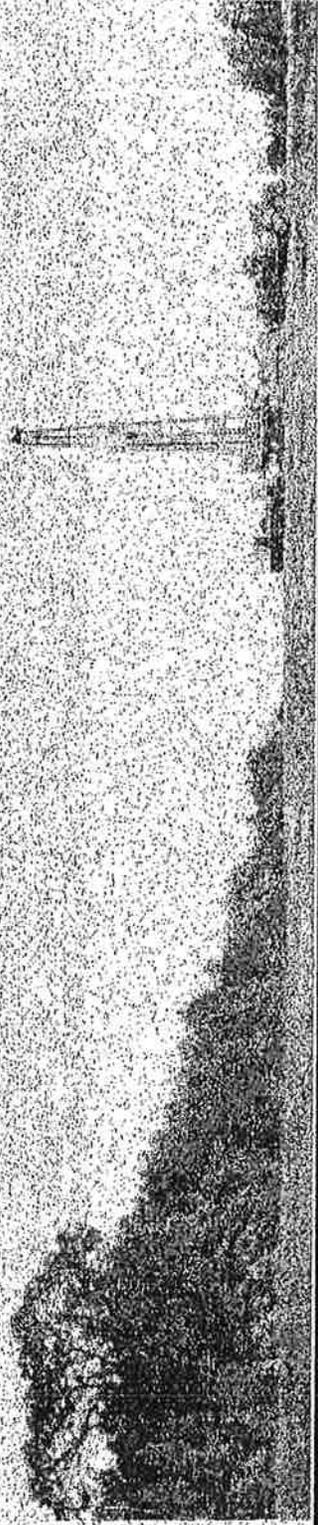
Colleen Faber

Has successfully completed

***Intermediate All Hazards Incident Management (Instructor
Delivered Course)(CEM)***

Completed on 7/22/2014 04:00 PM America/Denver

CPE



Troy D. McKeown

Gillette, WY 82718



18 Jan 2020

Chairman, Campbell County Republican Committee

Dear Chairman,

I am writing this letter to express my interest in the open position for Campbell County Commissioner. I would appreciate your support and consideration.

I worked in the U.S. Army for 27 years. In that time I started as a private and retired as Lieutenant Colonel. I commanded at two different levels. I led soldiers in both war and peacetime operations. I honed my leadership skills and work well under pressure. This experience gave an excellent working knowledge of governmental budgeting at many different levels. I also managed an Army wide career field as the Career Field Manager. I developed a great understanding of the government hiring processes and procedures. I was awarded 5 campaign medals and 17 other awards to include the Joint Meritorious Service Medal.

Following retirement I purchased Don's SuperMarket in Gillette Wyoming in 2008. Don's has thrived, even with the brutal competition and the down turn in the economy. In fact, we were able to expand and re-open the Don's in Wright WY. Don's was recognized by the Chamber of Commerce as the small business of the year, as well as, an award from the Fire Department for partnership.

I am interested in the position solely to serve the citizens of Campbell County. Specifically, to ensure that our county government is held accountable for every tax dollar spent and people understand what their tax dollars are spent on.

Secondly, protect the citizens of Campbell County from being overtaxed and ensure there are no hidden agendas.

Although, I am not a politician, and do not ever want to be one, I am passionate about protecting the US and State Constitutions. I bring a unique set of both military and business skills, as well as, an ethos of I will not lie, cheat, or steal or tolerate those who do. This makes me an excellent candidate to fill the open position.

Sincerely,

A handwritten signature in black ink, appearing to read 'Troy D. McKeown', with a large, sweeping underline that extends to the right.

Troy D. McKeown

Troy D. McKeown

Objective

Outline skills and experience in order to fill the open Campbell County Commissioner Vacancy

Education

B.S. | 1987 | UNIVERSITY OF WYOMING

M.B.A. | 2001 | WEBSTERS UNIVERSITY

Graduate of Command and General Staff College

Skills & Abilities

LEADERSHIP

- Commanded in the US Army at two levels.
- Army Career Field Officer for Majors and Lieutenant Colonels
- Operate two grocery stores
- Serves as a Committee Man for the Campbell County Republican Party

BUDGETING

- Developed and executed multi-million dollar government budgets
- Develops and executes complex budgets for two grocery stores

PERSONNEL

- Maintains final oversight on all personnel decisions for two different stores
- Completes all tax and reporting requirements for two different stores

Experience

SOLDIER | US ARMY | MAY 1981-JUN 2008

- Served in four combat operations
- Earned 5 campaign medals and 17 other ribbons and medals

GROCER/OWNER | DON'S SUPERMARKETS | JUN 2008

- Earned Chamber of Commerce Small Business of the Year Award
- Recognized for a partnership award by the Fire Department

Jeff Raney



21JAN2020

Campbell County Republican Party Central Committee

;To Whom It May Concern:

I am submitting my name for consideration in the matter of filling the vacancy created by the untimely resignation of Commissioner Christensen.

Sincerely ,

A handwritten signature in black ink, appearing to read "Jeff Raney", written over the printed name.

Jeff Raney

Jeff Raney



Professional Summary

I implement budgets and have done so for more than 3 decades, and understand spending and revenue comparisons on a very personal scale that can easily be applied to county and local requirements, the projected 140 million dollar decrease in mineral revenue can be offset without severely depleting reserve funds through judicious administration and manipulation of current spending.

Skills

Recruiting and training
Business growth
Strategic planning
Budgeting
Network development

Account development
Revenue generation
Retention strategies
Marketing understanding

Work History

January 2000 to Current
TAG Sales Gillette, Wyoming
Independent Business Owner

Stay current with market trends to determine optimal pricing of goods and services and to capitalize on emerging opportunities. Establish and administer annual budget with effective controls to prevent overages, minimize burn rate and support sustainability objectives.

Keet all building areas and equipment functional and well-organized to promote business performance.

Devise, deploy and monitor processes to boost long-term business success and increase profit levels.

Established, optimized and enforced business policies to maintain consistency and high-quality standards across market operations.

Expanded YOY revenue by \$75,000 per annum since 2013, resulting in 212% increase in annual revenue during a severe regional economic downturn.

Oversee and improved deliveries worth more than \$500,000 per year through efficient coordination of product and markets.

May 1982 to March 1994
US Army
Infantryman (11B)

Attended Army leadership schools, PLDC, BNCOC, graduating honor graduate at each level
Responsible for the vehicle training and maintenance at battalion and brigade level
Participated in developing unit budgets at the company and battalion level
Never lost a soldier/man in training or combat. My personal favorite accomplishment.
I work well with goal oriented ethically minded groups and individuals

Education

Texas A&M University College Station, TX
History And Anthropology

Affiliations

. Precinct committeeman January 2007 to present ,many statewide contacts in the conservative wing of the Republican party at the legislative and local level, personal and professional contact with several senators and legislators ,as well as committeemen and women from various cities and counties within the state of Wyoming.