

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

August 10, 2020

Present

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| <input checked="" type="checkbox"/> Commissioner Shelstad | <input checked="" type="checkbox"/> Sarah Starks |
| <input checked="" type="checkbox"/> Sandy Lenz, Chair | <input checked="" type="checkbox"/> Michelle Geffre |
| <input checked="" type="checkbox"/> Alex Berger, Co-Chair | <input type="checkbox"/> Felicia Messimer |
| <input type="checkbox"/> Tami Maher, Treasurer | <input checked="" type="checkbox"/> Beth Raab, CC Grant Specialist |
| <input checked="" type="checkbox"/> Cara Mittleider, Secretary | <input checked="" type="checkbox"/> Ivy Castleberry, CC PIO |
| <input type="checkbox"/> OPEN | <input type="checkbox"/> |

The meeting was called to order by Sandy Lenz at 12:01 p.m. in the Commissioner's Board Room, some members attended via Zoom.

Mission Moment:	None today.
Meeting Minutes:	Alex moved to approve July minutes. Cara seconded the motion. Motion was voted on and passed unanimously.
Treasurer's Report:	<p>Tami is on vacation, report was sent via email to Beth and shared to the CARE Board.</p> <p>CSBG Invoices</p> <ul style="list-style-type: none"> • Council had a few things to fix on their invoice for reimbursement and worked with Beth to correct. <p>County 1% Invoices</p> <ul style="list-style-type: none"> • Not many July invoices were submitted. New on the invoice template now shows how many late invoices have been received in a fiscal year from the agency. <p>Michelle moved to approve the Treasurer's Report and July invoices as presented. Sarah seconded the motion. Motion was voted on and passed unanimously.</p> <p>No changes to the Special Account.</p> <p>CARE Board has \$12,520.75 left in the Administrative CSBG Account that needs spent by September 30, 2020 by the CARE Board or reallocated to a CSBG agency to spend in time.</p>

	<p>Alex moved to approve splitting the \$12,520.75 equally between Gillette Reproductive Health and Personal Frontiers, the two agencies that have spent their FY20 CSBG funds in full as of today. Sarah seconded the motion. Motion was voted on and passed unanimously.</p>
<p>Unfinished Business:</p>	<p>Update on CSBG State Visit – Beth/Ivy</p> <ul style="list-style-type: none"> • No update <p>Elections Update</p> <ul style="list-style-type: none"> • Requests for applications for the open position have been posted. Still unsure what the election process will look like with COVID and holding the election at the Soup Kitchen. More to come, still need applications. <p>CSBG Application</p> <ul style="list-style-type: none"> • No update <p>CSBG/1% Agency Site Visit Forms</p> <ul style="list-style-type: none"> • Move site visits to virtual this year. Due date for 1%/CSBG site visits are September 15, 2020. Beth and Sarah revamped the forms and reviewed with the CARE Board on changes and how to conduct the site visits. <p>CARE Board Role/Direction from Commissioners</p> <ul style="list-style-type: none"> • Agency Meetings and/or Summer Celebration – put on backburner for now due to COVID. • Bridges out of Poverty, per Michelle. Need to schedule at least a year in advance. • Northwest Wyoming Poverty Alleviation Coalition Simulator – Sandy has sent two emails and has had no response. She'll keep following up.
<p>New Business:</p>	<p>Region 8 Virtual Conference Attendance</p> <ul style="list-style-type: none"> • Sarah attended the CSBG CARE Act funding session. The Region referred back to the State of Wyoming as each State had their own allocations and decisions to make. <p>ROMA Training – Cancelled</p> <ul style="list-style-type: none"> • Casper, WY – cancelled due to COVID. Watch for new date. <p>2020 Virtual Annual Convention (August 24-28)</p> <ul style="list-style-type: none"> • GARF has been the only taker to attend, they're signed up. CARE Board will be paying. <p>FY21 Updated Statement of Work</p> <ul style="list-style-type: none"> • Regular CSBG Allocation goes through the process of allocating estimated State funds and Wyoming ended up being appropriated about \$100k more than what was planned for FY21. An additional \$2,141.00 will be allocated to Campbell County. It is recommended the CARE Board places

	<p>funds in the Administrative budget line and may reallocate towards the end of the fiscal year if need be.</p> <p>Alex moved to approve allocating the additional \$2,141.00 allocated to Campbell County into the CARE Board Administrative budget. Cara seconded the motion. Motion was voted on and passed unanimously.</p>
Agency/Committee Update:	None at this time.
Upcoming Calendar Items:	<p>Next Board Meeting:</p> <ul style="list-style-type: none"> • September 14, 2020 at 12:00pm via ZOOM or in-person

The meeting was adjourned at 12:44 p.m.

DRAFT