

**Campbell County CARE Board**  
**(Community, Advocacy, Resources, Education)**  
 September 10, 2018

**Present**

- |   |   |
|---|---|
| <input type="checkbox"/> Commissioner Avery         | <input type="checkbox"/> Brittany Bucholz                   |
| <input checked="" type="checkbox"/> Michelle Butler | <input checked="" type="checkbox"/> Cara Mittleider         |
| <input type="checkbox"/> Michelle Geffre            | <input checked="" type="checkbox"/> Jessica Gladson         |
| <input type="checkbox"/> Susan Goff                 | <input checked="" type="checkbox"/> Ivy McGowan Castleberry |
| <input checked="" type="checkbox"/> Tami Maher      | <input checked="" type="checkbox"/> Beth Raab               |
| <input checked="" type="checkbox"/> Sandy Lenz      | <input type="checkbox"/>                                    |

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

<b>Consent Agenda:</b>	Jessica Gladson made a motion to approve the consent agenda, Sandy Lenz seconded the motion. The motion was voted on and passed unanimously.
<b>Unfinished Business:</b>	
Personal Frontiers Site Visit Update	Beth has asked the State to not have direct contact with Personal Frontiers without her present as she then is out of the loop on any updates; they should be contacting Beth and her and/or the CARE Board responding to the sub-recipient.
Site Visit Updates	DUE 10/1/2018
Strategic Planning Update	After the conference in Denver, there is more information and tips as to where to move with our Strategic Plan next. We may need to have another Strategic Planning day for the CARE Board.
<b>New Business:</b>	
Board Training	CSBG requires an annual Board Training for recipients; CARE Board must attend one training per term. The City and County offer Board Trainings multiple times per year – October 2018 will be the next training.
CSNOWYO Annual Dues	Annual dues are due (\$200) for CSBG Grantee Founding Member. Sandy Lenz mad the motion to approve paying the \$200 out of the CARE Board administrative fund, Jessica Gladson seconded the motion. The motion was voted on and passed unanimously. <a href="https://csnowyo.org/become-a-member">https://csnowyo.org/become-a-member</a>
Community Action Partnership Annual Convention Recap	Beth, Sandy and Ivy attended the 2018 Convention in Denver, CO at the end of August. They had wonderful things to say about the convention and how beneficial it was for each of them. They split up and attended as many sessions as possible to take in all information they could in order to share with the CARE Board as well as our local agencies.

	<p>The Convention was definitely worth attending. Beth received a copy of the book, <i>\$2.00 a Day: Living on Almost Nothing in America</i> by Kathryn Edin and has found the book to be very informational. The CARE Board decided it would be great for board members to read the book, so a motion was made by Jessica Gladson to purchase 15 copies of the book (up to \$15/ea) for CARE Board members and future members with the CARE Board administrative funds. Sandy Lenz seconded the motion. The motion was voted on and passed unanimously.</p>
2019 Management & Leadership Training Conference	<p>January 15-19, 2019 in New Orleans, LA. Registration will open soon, please check your calendars to see if you can attend. Based on the 2018 Schedule of Events; this conference will be a very informational and worthy of board members time.</p>
CSNOWYO Annual Conference	<p>1<sup>st</sup> Annual Conversations &amp; Connections Conference in Lander, WY on October 9-10, 2018. Many opportunities to learn from peers, panel discussions, round table discussions and networking opportunities. \$20 for the first person from the organization, \$10 for each additional person. Jessica Gladson made the motion to approve registration dues in the amount of \$40 for Sandy, Beth and Ivy to attend. Cara Mittleider seconded the motion. The motion was voted on and passed unanimously. <a href="https://csnowyo.org/event-2942820">https://csnowyo.org/event-2942820</a></p>
<b>Committee Reports:</b>	
Community Needs Assessment Committee	<p>Ivy recently learned that other community agencies around the country have partnered with like-agencies to form a committee to team up for the Community Needs Assessment that is required. The CARE Board will reach out to the Children's Developmental Services Center to partner with for the upcoming RFP on the assessment which we would like to have complete by March 2019. Michelle Butler volunteered to join the already established Needs Assessment Committee with Sandy Lenz and Brittany Bucholz and add the Children's Developmental Services Center as well.</p>
<b>Agency Update:</b>	<p><u><i>Gillette Reproductive Health:</i></u> Julie Price Carroll wrote the CARE Board a letter requesting that \$6,702 of their remaining CSBG funds be approved to purchase much needed medical equipment to help the clinic with patient care and exams. Cara Mittleider moved to approve the \$6,702 be used towards the medical equipment requested and listed on the letter. Jessica Gladson seconded the motion. The motion was voted on and passed unanimously.</p> <p><u><i>AVA Community Art Center:</i></u> Grace Torres wrote the CARE Board a letter regarding the 1% funding they received. The CARE Board discussed the letter and thought the letter and</p>

	<p>request was better suited for the Commissioners to discuss and take action as AVA Community Art Center is not currently an agency under the CARE Board.</p> <p><u>Council of Community Services:</u> Ivy updated the CARE Board on how CSBG funds are intended for community action agencies, not really designed for government and sub-recipients. The CSBG funding requirements and reporting is extensive and very time consuming; meaning if one agency received the funding and could contract out the services to other local agencies, but only one would do the reporting it would be much more efficient and better serve our local agencies. The CARE Board discussed this and thinks the Council of Community Services would be best fit for all CSBG funding, proposing by fiscal year 2020 all CSBG funding would go through the Council. More discussion to come.</p>
<b>Liaison Report:</b>	Beth and Cara will meet with Salvation Army Thursday.
<b>Upcoming Calendar Items:</b>	Next meeting will be at noon on <u>FRIDAY</u> , October 12 <sup>th</sup> in the Commissioner's Board Room.

The meeting was adjourned at 1:12 p.m.