

Campbell County CARE Board AGENDA

Regular Monthly Meeting -
Monday, December 13th, 2021 @ 12:00 p.m.
Courthouse Chambers

OUR MISSION:

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

Meeting Minutes

- Approve November Minutes

Treasurer's Report

- CSBG Invoices – Jenna
- CSBG CARES Invoices- Jenna
- County 1% Invoices – Jenna
- Review of Special Account – Beth

Programmatic Data

- Customer Satisfaction
- CAP60 Data Update

Unfinished Business

- Open Board Positions 1(Elected)
- Site Visits

New Business

- RFP- Needs Assessment Committee
- 2022 Board Meeting Schedule

Agency/Committee Updates

- Various Agency Updates
- Committee Updates
- Liaison Reports

Upcoming Calendar Dates

- Next Board Meeting is **January 10, 2021, at 12:00 p.m.**

ADJOURN

Campbell County CARE Board
(Community, Advocacy, Resources, Education)
 Date November 08, 2021

Present

- | | |
|---|--|
| ☐ Commissioner Bell | ☒ Jenna Waldner |
| ☐ Vacant | ☒ Crystal Helm |
| ☒ Richard Burton | ☐ Cris Schmitz |
| ☒ Michelle Geffre | ☒ Liza Thomson |
| ☒ Sandy Lenz | ☒ Beth Raab, Liaison |

The meeting was called to order by Richard Burton at **12:05 p.m.** in the Commissioner's Conference Room.

Meeting Minutes:	Michelle made a motion to approve the September/October Meeting Minutes, and Jenna seconded. Motion passes.
Treasurer's Report:	Sandy made a motion to approve the September/October invoices after quick recap by Jenna. Michelle seconded the motion, motion passes. CSBG Invoices: These will start to show up next month, as the sub-grantees have not yet received their award agreements. Once signed, they can start to submit invoices. Can also back-date to 10/09/2021. Beth will send out these signature pages/agreements today. Beth noted the changes to the contracts to remain in compliance with CSBG and are outlined in the contract for the agency to follow. CARE Board will enforce these requirements. County 1% Invoices: Jenna discussed that we need more backup for VAC. If not received, we will push these out to next month for payment. Review of Special Account: No changes, \$2,045.00 remains the balance in this account.
Programmatic Data:	Customer Satisfaction/Client/Service Counts: No news to report here until the new CSBG contracts are in effect after signatures have been obtained, and CSBG billing has begun for the new fiscal year. Once CSBG monies are being spent, we will require these as part of the compliance requirements for CSBG.

Unfinished Business	Open Board Positions: 1 elected position open. An advertisement was placed in the NR, but no applications received. Maybe Election Committee can reach out to those they know to apply? Site Visits: Michelle, Beth, Jenna, and Crystal attended GARF's site visit, as it was intensive for CSBG. Beth brought ideas forward to GARF on some stipulations for ideas on how clients can essentially "work" for their money, rather than just being handed the money and becoming a consistently re-occurring client. Our goal is to help clients help themselves. CSBG site visits are crucial to being completed in November.
New Business:	Facebook: A page has been created and is still in progress of content. CSBG: The topic of CSBG funding was discussed, as things are constantly in motion/changing all the time. The big question of the day: Is the CARE Board serving our purpose of getting clients out of poverty? Are we getting the most bang for our buck? We discussed that this could be a great topic for a retreat or a strategic planning session once the needs assessment has been completed.
Agency/Committee Updates:	Agency Updates: Michelle gave a very nice update on PFI. The board is currently working with 3 members and 2 vacancies that they are hoping to fill soon. They are looking for fully committed members to "fight the good fight" to keep the agency together. Financially, they are doing "ok" in that they are living "month to month" and getting their bills paid, payroll is being met, and they are working on catching up their outstanding rent bill, which is a little challenging. Current landlord is gracious enough to be patient with them and let them get back on their feet. New programs and ideas are being implemented, duties are being re-assigned amongst the staff, separation of duties is being acknowledged, collections is being enforced, new grants are being considered, and others are encouraged to spread the word that they are open and willing to help/serve their clients. Overall, they are faced with challenges, but are hanging in there in a positive manner. Wright Assistance: Liza gave an update on the communications (letter) that was sent a couple of months ago to the board, which was discussed to have several concerns. The board is currently working to address those concerns amongst their board members.

	Election Committee: Jenna, Cris, and Richard ☺ Needs Assessment Committee: Sandy, Jenna, and Cris. ☺ We have a meeting scheduled for next week to start this process. Training Committee: They will start coming up with topics, whether it be CSBG related, policy related, or team building.
Upcoming Calendar Dates:	Our next Board Meeting will be on December 13th, 2021 at 12:00 p.m. in the Commissioner's Conference Room.

The meeting was adjourned at **1:13 p.m.**

CARES ACT FUNDING

ARES Payments Received from
Wyoming Department of
Health

Campbell County CARE Board 1% Funding 2021-2022

Organization	Award	BUDGET	July	August	September	October	November	December	January	February	March	April	May	June	Year-to-Date Expenditures	Balance
Adult Drug Court	Inv Rec'd Date		N/A	N/A	N/A	N/A										
	1% Funding	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	\$15,000.00
	Supplemental	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	\$15,000.00
	ATC Total	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
	Inv Paid Date															
Boys & Girls Club of C.C.	Inv Rec'd Date		9/23/2021	9/23/2021	10/4/2021	11/3/2021	12/1/2021									
	1% Funding	\$37,500.00	\$5,616.00	\$2,272.00	\$1,025.70	\$1,868.90	\$1,601.00								\$12,383.60	\$25,116.40
	Inv Paid Date															
CLIMB Wyoming:	Inv Rec'd Date		9/3/2021	9/3/2021	10/5/2021	11/5/2021	12/3/2021									
	1% Funding	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00								\$0.00	\$20,000.00
	Inv Paid Date															
Council of Community Services	Inv Rec'd Date		8/16/2021	10/19/2021	10/18/2021	N/A										
	1% Funding	\$26,775.00	\$8,071.20	\$10,442.09	\$8,261.71	\$0.00									\$26,775.00	\$0.00
	Inv Paid Date															
Edible Prairie Project	Inv Rec'd Date		N/A	N/A	N/A	N/A										
	1% Funding	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	\$3,000.00
	Inv Paid Date															
Juvenile & Family Drug Court	Inv Rec'd Date		N/A	N/A	N/A	N/A										
	1% Funding	\$30,372.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	\$30,372.00
	Inv Paid Date															
GARE:	Inv Rec'd Date		8/26/2021	8/26/2021	10/4/2021	11/2/2021	12/2/2021									
	1% Funding	\$70,000.00	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34								\$29,166.70	\$40,833.30
	Inv Paid Date															
Personal Frontiers	Inv Rec'd Date		10/5/2021	10/5/2021	10/5/2021	11/4/2021	12/03/2021									
	1% Funding	\$25,000.00	\$0.00	\$0.00	\$0.00	\$5,373.00	\$5,271.19								\$11,644.19	\$13,355.81
	Inv Paid Date															
Salvation Army	Inv Rec'd Date		N/A	N/A	N/A	N/A										
	1% Funding	\$9,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00								\$0.00	\$9,600.00
	Inv Paid Date															

Campbell County CARE Board 1% Funding 2021-2022

Organization	Award	BUDGET	July	August	September	October	November	December	January	February	March	April	May	June	Year-to-Date	Balance
Second Chance Ministries	Inv Rec'd Date		9/3/2021	9/3/2021	10/4/2021	11/5/2021	12/06/2021									
	1% Funding	\$16,000.00	\$1,299.35	\$3,369.49	\$3,812.67	\$2,049.11	\$943.66								\$11,474.28	\$4,525.72
	Inv Paid Date															
Senior Center	Inv Rec'd Date		10/4/2021	10/12/2021	N/A	11/7/2021										
	1% Funding	\$293,625.00	\$15,136.00	\$22,356.00	\$13,721.00	\$27,670.00									\$78,883.00	\$214,742.00
	Inv Paid Date															
Wright Community Assistance:	Inv Rec'd Date		10/4/2021	10/4/2021	10/4/2021	11/1/2021	12/2/2021									
	1% Funding	\$6,500.00	\$653.90	\$2,754.94	\$233.59	\$500.00	\$1,107.50								\$5,249.93	\$1,250.07
	Inv Paid Date															
Visitation & Advocacy Center:	Inv Rec'd Date		9/2/2021	9/2/2021	9/29/2021	11/5/2021										
	1% Funding	\$46,800.00	\$2,739.56	\$2,470.03	\$2,836.40	\$262.32									\$8,408.31	\$38,391.69
	Inv Paid Date															
YES House	Inv Rec'd Date		9/20/2021	9/20/2021	10/5/2021	11/9/2021	12/3/2021									
	1% Funding	\$283,500.00	\$23,625.00	\$23,625.00	\$23,625.00	\$26,704.87	\$24,661.03								\$122,240.90	\$161,259.10
	Inv Paid Date															
TOTAL		\$1,224,287.00	\$80,709.05	\$102,217.87	\$80,795.75	\$102,029.76	\$42,305.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$408,057.47	\$816,239.53

RED EQUALS LATE REPORT

432121

Budget Comparison

Thru Date/Period 11/30/21

Level of Detail. 9

Account Number . 40213

Cum/Period(C/P). C

CARE BOARD SPECIAL ACCOUNT

Subledger. . . . *

(* = All Subledgers)

O	Account Description	Budget Amount	Actual + Encumbrance	Remaining Budget
	ENCUMBERANCE (TEMP LIAB			
	EXPENDITURES	2,000.00		2,000.00
	CARE BOARD SPECIAL ACCOUN	2,000.00		2,000.00

Opt: . . 4=Open Orders . 5=Account Ledger . 6=Commitment Ledger . . F24=More Keys

CARE Board Monthly Meeting Schedule 2022



**2nd Monday of each month 12:00 p.m. Campbell County Commissioners
Conference Room**

January 10, 2022

February 14, 2022

March 14, 2022

April 11, 2022

May 9, 2022

June 13, 2022

July 11, 2022

August 8, 2022

September 12, 2022

October 11, 2022 (Meeting moved to Tuesday due to holiday)

November 14, 2022

December 12, 2022