Campbell County CARE Board
(Community, Advocacy, Resources, Education)
Date 8/18/2022

Present

☒ Commissioner Hamm
☐ Lindsy Turgeon
☒ Richard Burton
☐ Michelle Geffre
☐ VACANT
☒ Mikki Pierce
☒ Cris Schmitz
☐ Liza Thomson
☐ VACANT
☐
☒ Kristin Young, Liaison
☒ Megan Swords, CARE Board Applicant

The meeting was called to order by Richard Burton at 11:07 AM in the Commissioner's Board Room.

Consent Agenda:	Review of meeting minutes from previous meeting on July 21, 2022. Cris Schmitz moved to approve minutes presented. Mikki Pierce seconded the motion. Motion passed.
Treasurers Report	Presented by Kristin Young CSBG Financial Report: Fiscal year is October 1st-Septemebr 30th. Those listed as N/A is because it is a county entity. County 1% Financial Report: Updated contract terms were made to reimbursement packets to include clearer standards to support compliance. Cares Act Funding, Council of Community Services, granted contract extension. Proposal: award sub recipients discretionary funds to expend by the end of the fiscal year. Because the community needs assessment expense was met due in part to the grant from CSNOW, we have these additional funds from the discretionary account. Proposed to distribute to sub recipients and use funding for professional development for Kristin Young. Proposed to grant additional funding for 1 sub recipient in need of medical equipment to provide essential health services to agency clients. Motion to approve line items by Cris Schmitz Seconded by Mikki Pierce. Motion passed Motion to approve treasurers report by Cris Schmitz. Seconded by Mikki Pierce. Motion passed.

Unfinished Business:	Open Board Positions Megan Swords was interviewed on 8/18/2002 for the appointed CARE Board position. The board is still in need of City appointed board member. Organizational Standards Overview Kristin Young requested updates from Board Members on the standards and by laws, and to share any changes or thoughts. No proposed changes. Will leave the organizational standards review/by laws as ongoing.
New Business:	Mission Statement Review Kristin Young requested input from board regarding mission statement of the board to be in line with organizational standard criteria. Currently mission is “Reduce poverty by allocating resources to support human service agencies” but the mission is much more nuanced than simply providing resources. Board members suggested language in mission statement to bridge the communication gap between recipients, and those in our community who could benefit from their services. Kristin Young will send out examples and has requested feedback from board. Mission statement review will be ongoing and discussed further in future meetings. Board Training: The county will be doing a training for board members that is general. Kristin Young requested input from board members on content presented. Operation Green Light proposed by Kristin Young to bring resolution to commission to participate at a county/city level. Resolution will be brought to County Commissioners by Commissioner Hamm. Operation Green Light is November 7-November 13 but will require preparation for success. Kristin Young will assess the cost of ordering green lights to go on the front of the courthouse. The special account has $1,800 that could potentially be used for those expenses. Board applicant Megan Swords proposed leveraging Gillette Main Street to drive interest and assist with funding needs as they arise, will connect with liaison from Gillette Main Street to coordinate. No motion to approve. Will discuss operation green light at next meeting to hear other board member’s input. In the meantime, work on social media audience. Social Media: CARE Board has email for social media tools so that we can begin building our audience, and to connect those in need to resources. Mikki Pierce will manage it but requested to have an alternate. Board applicant Megan Swords offered to

	assist in the event she was chosen as the appointed board member. Sharepoint: Mikki Pierce suggested a centralized platform for board members to use as a resource for documents, planning, organizational goals, etc. Kristin Young will set up for members to access.
Agency/Committee Updates	Agency Site Visits scheduling of site visits postponed until next meeting to get input from other board members.
Appointed Member Applicant	Megan Swords was interviewed by the board. Cris Schmitz motioned to appoint Megan Swords to fill the vacant seat. Seconded by Mikki Pierce. Motion Passed.
Upcoming Calendar Items:	CARE Board monthly meeting September 15th at 11AM.

The meeting was adjourned at **12:02 PM**