

Campbell County CARE Board
(Community, Advocacy, Resources, Education)
Date 11/17/2022

Present

☒ Commissioner Hamm	☒ Cris Schmitz
☐ Lindsay Turgeon	☒ Liza Thomson
☒ Richard Burton	☒ Amanda Muhlbauer
☐ Michelle Geffre	☐
☒ Megan Swords	☒ Kristin Young, Liaison
☐ Mikki Pierce	☐

The meeting was called to order by Richard Burton at **11:08am** in the Commissioner's Board Room.

Consent Agenda:	Review of meeting minutes from previous meeting on October 18, 2022. Megan Swords made motion to approve. Cris Schmitz seconded. Motion passed.
Treasurers Report:	Presented by Kristin Young
	CSBG, funds were spent, line item adjustments were completed. Kristin received clarification regarding adjustments. Line item adjustments can be done anytime without approval as long as we are not moving more than 20% of the budget. Utilities, Motel and Emergency housing vouchers has been added into expenses that we can cover. Nonprofits were not aware they could do this. Kristin to be working with other sites regarding this. On CSBG contract on November 1st, we will be receiving an estimated of \$5,000 more than requested. Federal government allotted more funds, contract to be amended. This will be the biggest CSBG budget received to date. 1% New budget for human service agencies. New contracts approved at last Commissioner's meeting. Bills have not yet been submitted. Additional documentational standards were added to contract. CSBG CARES Council of Community Services update through September. They are spending down as expected and should be able to close out grant within a couple of months. TANF bills quarterly, no information regarding that. Megan motion to approve treasurer's report, Amanda seconded.

Unfinished Business:	Performance reports will be available by next meeting. Annual performance report is due in March, but Kristin is working to verify the data prior to ensure goals are being met. GARF had question regarding requirements for funding. Assistance can be given more than once, with no additional requirements aside from Federal eligibility requirements. GARF advised they had been previously told additional eligibility requirements would be needed, such as job requirement. Kristin added to reimbursement packet, that they have to revisit goals and update progress monthly. Social media presentation to be sent out to members to review for feedback. Presentation can be modified into strategic plan as well. Committees, these were the committees modeled on the training recommendations. If you do not like the committee you are put on, let Kristin know. Michelle Geffre to complete site visits that are needed. New board members encouraged to participate for training purposes. Kristin would like to see frequent visits throughout year to prevent issues at end of year. If additional training/needs are there we want to be able to address. January and February site visits are going to be done to ensure they are doing eligibility requirements. Liza requested we have full description of committees. Operation Greenlight Update: Children's Center, public health, 4J, city hall, city star, courthouse Will gain more traction for next year Lights can be changed Wright WY did green lights on main street. Facility staff did quite a big task getting lights up – sign a thank you card.
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New Business:	Nonprofit board training date confirmations December 13th 5:30 – 8:00 PM December 14th 9:00 – 11:30 AM 3 positions up for election in January. Kristin will hold election on the 31st at the Council of Community Services soup kitchen. What are open positions expiring 1/31/2023 Mikki Lindsay Liza Kristin to verify regulations on if it's open/closed ad. Advertisement may be required. Can reach out to Chamber to recruit potential members through GALI. Events: New Years Campbell County Working Groups to collaborate Veterans Services sheet, veterans can fill out info and somebody will reach out to them VOA has significant veteran resources. Funds are available to used. Funds HAVE to be used. VOA takes TriWest for mental services. Open discussion on surveys. Customer satisfaction survey for CSBG, we are allowed to redo survey. Surveys done for requirement but never any follow up. Board can set up survey Identify common needs/issues, Ways to do survey. Need to capture data
Upcoming Calendar Items:	Next Board Meeting December 15th, 2022.

The meeting was adjourned at **12:12pm.**