

# Campbell County CARE Board AGENDA

Regular Monthly Meeting -  
Monday, February 14<sup>th</sup>, 2022 @ 12:00 p.m.  
Prime Rib

## **OUR MISSION:**

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

### **Meeting Minutes**

- Approve Minutes

### **Treasurer’s Report**

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

### **Programmatic Data**

### **Unfinished Business**

- Open Board Positions

### **New Business**

- Emergency Rental Assistance Program

### **Agency/Committee Updates**

- Various Agency Updates
- Election Committee
- Needs Assessment Committee
- Training Committee

### **Upcoming Calendar Dates**

- Next Board Meeting is **March 14, 2022, at 12:00 p.m.**

### **ADJOURN**

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

Date January 10, 2022

**Present**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Commissioner Bell | <input type="checkbox"/> Jenna Waldner                 |
| <input type="checkbox"/> Vacant                       | <input type="checkbox"/> Vacant                        |
| <input checked="" type="checkbox"/> Richard Burton    | <input checked="" type="checkbox"/> Cris Schmitz       |
| <input checked="" type="checkbox"/> Michelle Geffre   | <input checked="" type="checkbox"/> Liza Thomson       |
| <input type="checkbox"/> Sandy Lenz                   | <input checked="" type="checkbox"/> Beth Raab, Liaison |

The meeting was called to order by Richard Burton at **12:08 p.m.** in the Commissioner's Conference Room.

<b>Meeting Minutes:</b>	Liza moved to approve meeting minutes from our Regular meeting in January, Michelle 2nded, motion passes.
<b>Treasurer's Report:</b>	<p>In Jenna's absence, Beth explained the treasurer's report. 1% Funding: No issues with 1%. Wright Community Assistance is out of funding for the year.. CSBG Funding: No issues. Beth will contact Council regarding no submissions since October. Beth will also contact GRH and let them know that the CARE Board wants their backup documentation to be uploaded into CAP60 by the end of February and from there going forward.</p> <p>Special Account: Beth mentioned that \$2,045 as our new balance.</p> <p>Michelle made a motion to approve the treasurer's report for as presented by Beth, and Cris 2nded, motion passes.</p>
<b>Programmatic Data:</b>	No data coming in quite yet. Beth will follow up on surveys.
<b>Unfinished Business</b> (Elections Update):	2 open positions. Michelle will contact Gail at Chamber to see if we can get some GALI participants.
<b>New Business:</b> Needs Assessment	The Needs Assessment committee reviewed the Needs Assessments as presented by 5 agencies. The Needs Assessment committee had three agencies they wanted the Board to look at hiring. Taking into account the scores that the committee compiled, The Align Corporation was the highest ranking agency to complete the Needs Assessment. Michelle

	made a motion to hire The Align Corporation to perform the Needs Assessment. Cris seconded. Motion passes.
<b>Agency/Committee Updates:</b>	None
Upcoming Calendar Dates:	Our next Board Meeting will be on <b>February 14th, 2021 at 11:30 p.m.</b> at Prime Rib for a thank you, working lunch. Non grant funds will be used for these purposes.

The meeting was adjourned at **12:39 p.m.**

Community Service Block Grant Funds FFY20/21

CSBG FY 20/21	Budgeted Amount	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Expended	Contract Balance	% Expended
<b>Agency</b>	<b>Billed Together</b>															
<b>Council of Community Services:</b>	<b>Invoice Rec'd Date</b>															
Personnel Services	\$62,007.00	\$0.00	\$0.00	\$18,952.75										\$18,952.75	\$ 48,054.25	30.57%
Supportive Services	\$5,700.00	\$0.00	\$0.00	\$1,690.52										\$1,690.52	\$ 4,009.48	29.66%
Supplies	\$500.00	\$0.00	\$0.00	\$0.00										\$0.00	\$ 500.00	0.00%
Grants-in-Aid: Medical, Dental, Food	\$27,300.00	\$0.00	\$0.00	\$4,281.40										\$4,281.40	\$ 23,018.60	15.68%
<b>Council of Community Services</b>	<b>Monthly Total</b>	\$95,507.00	\$0.00	\$0.00	\$24,924.67									\$24,924.67	\$ 70,582.33	26%
<hr/>																
<b>Gillette Abuse Refuge Foundation</b>	<b>Invoice Rec'd Date</b>	12/8/2021	12/8/2021	1/3/2022	1/31/2022											
Grants-in-Aid: Housing and Utility Assistance	\$23,450.00	\$750.00	\$2,095.00	\$1,997.00	\$1,045.00									\$5,887.00	\$ 17,563.00	25%
<hr/>																
<b>Gillette Reproductive Health</b>	<b>Invoice Rec'd Date</b>		12/2/2021	12/28/2021	1/31/2022											
Grants-in-Aid: Wellness Exams	\$29,167.00	\$0.00	\$3,175.00	\$3,175.00	\$2,400.00									\$8,750.00	\$ 20,417.00	30%
<hr/>																
<b>Personal Frontiers</b>	<b>Invoice Rec'd Date</b>			1/4/2022	2/5/2022											
Grants-in-Aid: Substance Abuse Treatment	\$30,207.00	\$0.00	\$0.00	\$4,470.00	\$1,385.00									\$5,855.00	\$ 24,352.00	19%
<hr/>																
<b>Youth Emergency Services, Inc.</b>	<b>Invoice Rec'd Date</b>															
Personnel Services		\$0.00	\$0.00	\$0.00										\$0.00	\$0.00	#DIV/0!
Supplies		\$0.00	\$0.00	\$0.00										\$0.00	\$0.00	#DIV/0!
<b>Youth Emergency Services</b>	<b>Monthly Total</b>	\$0.00	\$0.00	\$0.00										\$0.00	\$0.00	#DIV/0!
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<b>Campbell County CARE Board</b>																
Administration			\$177.76											\$177.76	\$ (177.76)	#DIV/0!
			Electin Ad													
<hr/>																
<b>CSBG MONTHLY TOTAL:</b>		\$750.00	\$5,447.76	\$34,566.67	\$4,830.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,594.43	\$132,736.57	#DIV/0!
<hr/>																
<b>CSBG Payments Received from Wyoming Department of Health:</b>		\$6,197.76		\$ 34,566.67											\$40,764.43	

Community Service Block Grant Funds FFY20/21  
CARES ACT FUNDING

CSBG CARES- FY 20/21	Budgeted Amount	Prior Fiscal Year Expenses	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Expended	Contract Balance	% Expended	
<b>Agency</b>																		
<b>Council of Community Services:</b>	<b>Invoice Rec'd Date</b>		11/8/2021	12/6/2021														
<b>Personnel Services</b>																		
Salaries and Wages	\$47,000.00	\$5,059.32	\$1,692.22	\$780.30	\$745.62	\$901.68									\$9,179.14	\$	37,820.86	19.53%
Employer Paid Benefits	\$10,000.00		\$0.00	\$471.41	\$96.50	\$130.98									\$698.89	\$	9,301.11	6.99%
<b>Supportive Services</b>																		
Equipment	\$50,000.00	\$0.00	\$0.00	\$15,814.05	\$169.00	\$325.54												
Supplies																		
Food Pantry Food	\$39,504.00	\$14,066.14	\$0.00	\$0.00	\$11,554.04	\$0.00												
Grants-In-Aid																		
Medical and Dental	\$150,000.00	\$58,690.08	\$18,179.17	\$14,757.59	\$19,312.85	\$10,181.50												
<b>Council of Community Services Monthly Total</b>	<b>\$796,504.00</b>	<b>\$77,815.54</b>	<b>\$19,871.39</b>	<b>\$31,823.35</b>	<b>\$31,878.01</b>	<b>\$11,319.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$172,927.99</b>	<b>\$</b>	<b>123,576.01</b>	<b>58%</b>
Payment Requested from CSP Program				\$51,694.74														
<b>CSBG CARES Payments Received from Wyoming Department of Health</b>																		

**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	1% Funding	\$15,000.00	\$0.00	\$0.00	\$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	\$0.00							\$0.00	\$15,000.00
	<b>ATC Total</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>
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	1/5/2022	2/2/2022							
	1% Funding	\$37,500.00	\$5,616.00	\$2,272.00	\$1,025.70	\$1,868.90	\$1,601.00	\$2,213.00	\$1,465.00						\$16,061.60	\$21,438.40
CLIMB Wyoming:	Inv Rec'd Date		9/3/2021	9/3/2021	10/5/2021	11/5/2021	12/3/2021		2/4/2022							
	1% Funding	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,067.83						\$4,067.83	\$15,932.37
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	\$0.00	\$0.00							\$26,775.00	\$0.00
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	\$0.00							\$0.00	\$3,000.00
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	\$0.00							\$0.00	\$30,372.00
GARF:	Inv Rec'd Date		8/26/2021	8/26/2021	10/4/2021	11/2/2021	12/2/2021	1/5/2022	2/4/2022							
	1% Funding	\$70,000.00	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34	\$ 5,833.34	\$ 5,833.35						\$40,833.39	\$29,166.61
Personal Frontiers	Inv Rec'd Date		10/5/2021	10/5/2021	10/5/2021	11/4/2021	12/03/2021	1/4/2022	2/5/2022							
	1% Funding	\$25,000.00	\$0.00	\$0.00	\$0.00	\$5,373.00	\$6,271.19	\$5,785.43	\$2,042.02						\$19,471.64	\$5,528.36
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		\$9,600.00							\$9,600.00	\$0.00

**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	1/5/2022	2/3/2022							
	1% Funding	\$16,000.00	\$1,299.35	\$3,369.49	\$3,812.67	\$2,049.11	\$943.66	\$228.00	\$1,513.07						\$13,215.35	\$2,784.65
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	\$17,674.00	\$18,175.00							\$114,932.00	\$178,693.00
Wright Community Assistance:	Inv Rec'd Date		10/4/2021	10/4/2021	10/04/2021	11/1/2021	12/2/2021	1/5/2022								
	1% Funding	\$6,500.00	\$653.90	\$2,754.94	\$233.59	\$500.00	\$1,107.50	\$1,250.07							\$6,500.00	\$0.00
Visitation & Advocacy Center:	Inv Rec'd Date		9/2/2021	9/2/2021	9/29/2021	11/5/2021		12/31/2021	1/31/2022							
	1% Funding	\$46,800.00	\$2,739.56	\$2,470.03	\$2,936.40	\$262.32	\$5,659.81	\$2,870.40	\$2,279.53						\$19,218.05	\$27,581.95
YES House	Inv Rec'd Date		9/20/2021	9/20/2021	10/5/2021	11/9/2021	12/3/2021	1/5/2022	2/7/2022							
	1% Funding	\$283,500.00	\$23,625.00	\$23,625.00	\$23,625.00	\$26,704.87	\$24,661.03	\$24,967.88	\$25,901.89						\$173,110.67	\$110,389.33
<b>TOTAL</b>		\$1,224,297.00	\$80,709.05	\$102,217.87	\$80,795.75	\$102,029.76	\$83,712.85	\$89,554.12	\$46,128.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$585,148.03	\$639,148.97

RED EQUALS LATE REPORT