



COMMUNITY ACTION | OF LARAMIE COUNTY

April 3, 2025, at 5:30 pm
1700 Westland Road, Cheyenne, WY 82001

Call To Order: 1731

❖ **Community Action of Laramie County Mission Statement:**

Community Action of Laramie County is a leader dedicated to reducing poverty by empowering people to achieve self-sufficiency through promoting access to healthcare, education, and advocacy with a network of community partnerships.

❖ **Roll Call**

➤ Traci Kyser called roll

Board Members' Present:

Ms. Ellie Gardner
Mr. Isaac Lloyd
Ms. Olivia Samson **(RA)**
Ms. MacKenzie Howard
Ms. Lois Prickett
Mr. Sean Michaels
Ms. Shae Sparks **(UE)**
Ms. Liz Vigil
Ms. Wanda Maloney **(RA)**
Ms. Rebecca Ogletree
Mr. Bob Moen
Ms. Sarah Vali
Mr. Malcolm Ervin

Staff Present:

Timothy Ernst, Chief Executive Officer
Mikey Stout, Chief Financial Officer & Asst. Treasurer
Eric Walsh, Social Services Program Director
Traci Kyser, Admin Asst., Director of Fundraising
Sara Vigil, Crossroads Healthcare Program Director
Kris Montez, Director of Human Resources/Fiscal

RA = Remote Attendance

E = Excused Absence

UE = Unexcused Absence

❖ **Introductions: None**

❖ **Positive News**

- Crossroads Healthcare Clinic: Ms. Sara Vigil presented the Board with a story of a man who was getting his meds from the clinic and unable to pay for them. He owed CALC several hundreds of dollars. With assistance, he applied for SSDI, and got approved, as well as backpay and came in and paid off his entire balance.
- Ms. Heather Hawkins, WYHS Homemaker, received her 1-year pin.

❖ **Strategic Planning: Q1 Goals**

- Ms. Martin was onsite to aid the members in identifying their area of interest and getting points of contact established to develop action plans for the strategic goals. For Management, Ms. Ellie Gardner will be the main contact; Funding will be Ms. Samson; Marketing will be Mr. Lloyd; Partnerships will be Ms. Vali; and Staffing will be Executive Committee and officers.

❖ **Crossroads Healthcare for the Homeless Board Agenda**

- **Start:** 1756 Mr. Isaac Lloyd made a motion to enter the Crossroads Healthcare Board. Mr. Sean Michales seconded the motion. It carried without dissent.
- **Clinic Billing Updates:** Ms. Sara Vigil noted that approximately \$19,000 has been billed out, however there was an issue with Crossroads vs Community Action and Inc or not. It was clarified that our organization is Community Action of Laramie County, Inc. for all things legal and Crossroads is a program of.
- **Mobile Clinic:** A discussion was held around the mobile clinic and the value vs. expenses of keeping the mobile unit around. Mr. Bob Moen made a motion to approve a sealed bid process with a deadline of June 2, 2025, for all bids, with the Board deciding on the sale amount from the bids at the June meeting. Ms. Lois Prickett seconded the motion. It carried without dissent.
- **End:** 1830 Ms. Lois Prickett made a motion to end the Crossroads Healthcare Board agenda. Mr. Sean Michaels seconded. It carried without dissent.

❖ **CSBG Tripartite Board Agenda**

- **Start** 1831 Mr. Isaac Lloyd made a motion to enter the CSBG Tripartite Board agenda. Ms. Lois Prickett seconded the motion. It carried without dissent.
- **CSBG Monthly Report – VOTE –** Mr. Sean Michaels made a motion to approve the January CSBG Monthly Report and the Quarterly report as presented. Ms. Rebecca Ogletree seconded the motion. It carried without dissent.
- **Approval to apply for and submit the WyHS Grant:** Ms. Wanda Maloney made a motion to approve the application and submission of the Wyoming In-Home Services Grant. Mr. Bob Moen seconded the motion. It carried without dissent.

- *End: 1832 Mr. Sean Michaels made a motion to end the CSBG Tripartite Board agenda. Ms. Rebecca Ogletree seconded the motion. It carried without dissent*

❖ **General Board Agenda**

- **Start:** 1832 Mr. Isaac Lloyd made a motion to enter the General Board agenda. Ms. Liz Vigil seconded the motion. It carried without dissent.
- **Consent Agenda – VOTE** – Ms. Liz Vigil made a motion to approve the consent agenda. Ms. Rebecca Ogletree seconded the motion. It carried without dissent.
- **Board Resignation/Fulfillment:** Ms. Shae Sparks has submitted her resignation from the Board due to personal reasons. Ms. Andrea Williams' application was presented to review and approval. Mr. Sean Michaels made a motion to approve the board application for Ms. Williams. Mr. Isaac Lloyd seconded the motion. It carried without dissent.
- **Farmers Market budget - VOTE:** Ms. Liz Vigil made a motion to approve the 2025 Cheyenne Farmers Market budget. Mr. Bob Moen seconded the motion. It carried without dissent.

❖ **Fiscal Reporting**

- Mr. Ervin sought clarification on two (2) items in the financial statements.

❖ **Correspondence - None**

❖ **Old Business – None**

❖ **New Business - None**

❖ **Committee Reports**

- **Executive** – No updates
- **Finance** – Working on updating CALC books. 2024 Audit has been submitted.
- **Social Services** – 15 clients in Project Hope. 100% occupancy in housing.
- **Crossroads** – None
- **Fundraising** – Venue change for the gala to LCCC. 16 vendors for the CFM.
 - *End 1904 Mr. Sean Michaels made a motion to end the General Board meeting. Ms. Rebecca Ogletree seconded the motion. It carried without dissent.*

❖ **Executive Session:**

- **Entered: 1905** – Ms. Lois Prickett made a motion to enter Executive Session. Ms. Rebecca Ogletree seconded the motion. It carried without dissent.

- *Mr. Sean Michaels voted to approve the motion on the table. Ms. Sarah Vali seconded the motion. Mr. Malcolm Ervin dissented. Motion approved.*
- **Ended: 1934** – *Mr. Sean Michaels made a motion to end Executive Session. Ms. Rebecca Ogletree seconded. It carried without dissent.*
- **Opened Meeting: 1934** – *Ms. Lois Pricket made a motion to open the meeting. Mr. Sean Michaels seconded the motion. It carried without dissent.*

❖ **For the Good of the Order** – None

❖ **Adjournment of Meeting**

- Mr. Bob Moen made a motion to end the CALC Board Meeting for April 2025. Mr. Sean Michaels seconded. It carried without dissent. The April Board Meeting ended at 1943.



Board Chair: Elyssa Gardner



Asst. Secretary to the Board: Traci Kyser