- **Committee Reports**
  - **Executive** – None
  - **Finance** – None
  - **Social Services** – None
  - **Crossroads** – None
  - **Fundraising**
    - WyoGives July 16 – please peer 2 peer fundraise
    - Market still needs sponsorships – please obtain at least 1

- **Executive Session:** None

- **For the Good of the Order –** Mr. Bob Moen mentioned to Meals on Wheels about the bus being for sale for their partnership with the animal shelter. Ms. Ellie Gardner interjected noting that she is also on the shelter's board and they do not have the funds to renovate it to their needs. The mobile clinic remains for sale.

- **Adjournment of Meeting**
  - *Mr. Bob Moen made a motion to end the CALC Board Meeting for May 2025. Mr. Sean Michaels seconded. It carried without dissent. The June Board Meeting ended at 1933.*

Elyssa Gardner

Board Chair: Elysssa Gardner

Traci Kyser

Asst. Secretary to the Board: Traci Kyser

- 3. Quality Risk Management (QI/QA)

Mr. Bob Moen made a motion to ratify and approve the updated policies. Ms. Olivia Samson seconded. It carried without dissent.

- ***End**: 1841 Mr. Sean Michaels made a motion to end the Crossroads Healthcare Board agenda. Ms. Olivia Samson seconded. It carried without dissent.*

❖ **General Board Agenda**

- ***Start**: 1841 Ms. Olivia Samson made a motion to enter the General Board agenda. Mr. Bob Moen seconded the motion. It carried without dissent.*

➢ **Discussion: Board Ratification of committee policies:** it is noted that any policy or procedure created or passed in committee should be presented to the board for review, consideration and approval.

➢ **Discussion: Board Working Calendar:** aids in organizational structure and expectations of grant requirements.

➢ **Consent Agenda – VOTE** – *Ms. Lois Prickett made a motion to approve the consent agenda. Mr. Bob Moen seconded the motion. It carried without dissent.*

➢ **Personal Care Policy (WYHS) – Vote:** *Mr. Sean Michaels made a motion to approve the personal care policy. Ms. Olivia Samson seconded the motion. It carried without dissent.*

➢ **24th Amended Bylaws – VOTE**: *Ms. Olivia Samson made a motion to approve the 24th amended bylaws as written. Mr. Bob Moen seconded the motion. It carried without dissent.*

➢ **Conflict of Interest Disclosure – VOTE**: *Mr. Sean Michaels made a motion to approve the updated conflict of interest disclosure. Ms. Rebecca Ogletree seconded the motion. It carried without dissent*

❖ **Fiscal Reporting**

➢ **Cost Allocation Plan – VOTE**: Ms. Olivia Samson made a motion to approve the cost allocation plan. Mr. Bob Moen seconded. It carried without dissent.

❖ **Strategic Planning Updates – None**

❖ **Correspondence**

➢ **CSBG Onsite August 25, 2025**

➢ **WyHS onsite September 2, 2025**

❖ **Old Business – July Board meeting moved to July 10 due to holiday**

❖ **New Business – None**

❖

- **CSBG Tripartite Board Agenda**
    - *Start 1736 Mr. Sean Michaels made a motion to enter the CSBG Tripartite Board agenda. Mr. Bob Moen seconded the motion. It carried without dissent.*
  - **Sub-Grantees – Platte County – VOTE** – *Mr. Bob Moen made a motion to approve the sub-grantees, Mr. Sean Michaels seconded. Mr. Malcolm Ervin amended the motion to approve the sub-grantees at the recommended funding level as both programs were critical. Mr. Isaac Lloyd seconded the motion. The amended motion carried without dissent.* It is noted that Senior Services applied for $16,000 in funding and Public Health had applied for $25,000 which includes a $4,000 increase to expand case management services. Each sub-grantee provided a 10 minute presentation as to the use of funds.
  - **Approval to apply for CSBG grant in Laramie, Lincoln and Sublette Counties – VOTE:** *Mr. Bob Moen made a motion to approve the grant application for the above counties. Ms. Olivia Samson seconded the motion. It carried without dissent.*
  - **CSBG Monthly Report – VOTE** – *Mr. Sean Michaels made a motion to approve the current CSBG Monthly Report. Mr. Bob Moen seconded the motion. It carried without dissent.*
  - **Application for temporary designation of Teton County** – VOTE
    - A discussion was held on the grant being forfeited and the cost allocation of temporarily managing the grant as well as personnel considerations, travel and burn-out. *Mr. Malcolm Ervin made a motion to apply for the temporary designation of Teton county, noting that should we be awarded, additional discussions must occur. Ms. Lois Prickett seconded the motion. It carried without dissent.*
    - ***End: 1829*** *- Mr. Sean Michaels made a motion to end the CSBG Tripartite Board agenda. Mr. Bob Moen seconded the motion. It carried without dissent.*

- **Positive News**
  - Fundraising: Partnership with the Laramie County Fair and the Farmers Market & Cheyenne Animal Shelter
    - Awarded a $10,000 grant from AARP for a resource center at the VA house
    - Awarded a $1,000 grant from Black Hills for mobility assistance at the market
    - Mr. Timothy Ernst has been steering the ship for 9 years

- **Crossroads Healthcare for the Homeless Board Agenda**
    - ***Start:*** *1833 Ms. Olivia Samson made a motion to enter the Crossroads Healthcare Board. Mr. Bob Moen seconded the motion. It carried without dissent.*
  - Short debriefing on OSV results and action items
  - **Ratify Committee Votes on updated policies - VOTE:** The Crossroads Committee approved the following updated policies:
    - 1. Billing Collection Policy and Procedure;
    - 2. Sliding Fee Discount Policy and Procedure;

COMMUNITY ACTION OF LARAMIE COUNTY

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

Call To Order: 1732

- **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:	**Staff Present:**
Ms. Ellie Gardner	Timothy Ernst, Chief Executive Officer **(E)**
Mr. Isaac Lloyd **(RA)**	Eric Walsh, Social Services Program Director
Ms. Olivia Samson	Sara Vigil, Crossroads Healthcare Program Director
Ms. MacKenzie Howard	Kris Montez, Director of Human Resources/Fiscal
Ms. Lois Prickett	Traci Kyser, Director of Fundraising/Exec Asst.
Mr. Sean Michaels	Mikey Stout, Chief Financial Officer
Ms. Andrea Williams	**Guests**: Jeni DeSmith, Penny Simonton, Julie Worthington
Ms. Liz Vigil **(E)**	
Ms. Wanda Maloney **(E)**	
Ms. Rebecca Ogletree **(RA)**	
Mr. Bob Moen	**RA = Remote Attendance**
Ms. Sarah Vali **(RA)**	**E = Excused Absence**
Mr. Malcolm Ervin **(RA)**	**UE = Unexcused Absence**

- **Introductions:**
  - None