



COMMUNITY ACTION | OF LARAMIE COUNTY

January 9, 2025, at 5:30 pm
1700 Westland Road, Cheyenne, WY 82001

Call To Order: 1734

❖ **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
Ms. MacKenzie Howard
Ms. Lois Prickett
Mr. Sean Michaels
Ms. Shae Sparks **(E)**
Ms. Liz Vigil **(RA)**
Ms. Wanda Maloney
Ms. Sara Vigil
Ms. Rebecca Ogletree
Mr. Bob Moen
Mr. Malcolm Ervin **(RA)**
Ms. Sara Sellars
Ms. Rosemary Stefanatz,
Ex Officio **(RA)**

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
Kyle Flesch, Crossroads Healthcare Program Director
Kris Montez, HR
Jeni DeSmith, Services for Seniors Program Director
Mistina Smith, Guernsey Site Manager

RA = Remote Attendance

E = Excused Absence

UE = Unexcused Absence

❖ **Introductions**

- Sarah Sellers: Platte County Board Member
- Mikey Stout: Chief Financial Officer, CALC

❖ **Positive News**

- Crossroads Healthcare Clinic: Jennifer noticed some irregular bloodwork on a patient and after some additional diagnostics, was able to detect a rare form of cancer and due to it being caught early, the patient has a high chance of survival.
- EMP 2020 New Year's Eve Benefit brought \$1,920 to CALC
- The recipient of the car donation would like to volunteer with our Facilities Manager as a show of gratitude.
- Clarissa Walsh, Office Manager, received her 5-year service pin
- Avery Deary, Homemaker was not present to receive his 2-year service pin

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

- *Start: 1748 Ms. Wanda Maloney made a motion to enter the Crossroads Healthcare Board. Mr. Sean Michaels seconded the motion. It carried without dissent.*
- **November and Year End UDS Reports – VOTE** Mr. Isaac Lloyd made the motion to approve the November UDS Reports. Ms. Olivia Samson seconded the motion. Mr. Malcolm Ervin requested clarification on income guidelines and Mr. Bob Moen asked about Intimate Partner Violence numbers. Mr. Sean Michaels requested clarification on Medicaid numbers. The Board agreed to take the discussion to Finance and Finance will address how they wish to have the numbers reported out by April. Mr. Isaac Lloyd approved the amended motion, and Mr. Bob Moen seconded the amended motion. It carried without dissent.
 - *End: 1809 Mr. Sean Michaels made a motion to end the Crossroads Healthcare Board agenda. Ms. Olivia Samson seconded. It carried without dissent.*

❖ **CSBG Tripartite Board Agenda**

- *Start 1809 Mr. Sean Michaels made a motion to enter the CSBG Tripartite Board agenda. Ms. Olivia Samson seconded the motion. It carried without dissent.*
- **November and December CSBG Monthly Report – VOTE –** Mr. Isaac Lloyd made a motion to approve the November and December CSBG Monthly Report. Ms. Olivia Samson seconded the motion. It carried without dissent.
- Platte County Services for Seniors: No updates were made
- CSBG Sublette and Lincoln Counties: Ms. Jo Hillstead is meeting with client partners and has found potential office space. She is emphasizing case management over emergency services that we are breaking away from.
- CDBG Grant Update: Mr. Eric Walsh has requested \$60,000 that will be used to repair the sidewalks at the SROs for improved ADA compliance. Crossroads has also applied for the CDBG Grant at \$20,000 per year for 3 years to assist clients with the purchase of medications.
 - *End: 1820 Ms. Rebecca Ogletree made a motion to end the CSBG Tripartite Board agenda. Mr. Sean Michaels seconded the motion. It carried without dissent*

❖ **General Board Agenda**

- *Start: 1820 Ms. Rebecca Ogletree made a motion to enter the General Board agenda. Mr. Sean Michaels seconded the motion. It carried without dissent*
- **Consent Agenda – VOTE** - *Ms. Wanda Maloney made a motion to approve the consent agenda. Ms. Olivia Samson seconded the motion. It carried without dissent.*
- **CNA Job Description for Platte County – VOTE** – *Mr. Bob Moen made a motion to accept the job description. Ms. Sarah Sellars seconded. Spelling errors were noted (auto correct) and further discussion was needed. The motion was retracted and this item moved into Executive Session.*

❖ **Fiscal Reporting**

- **Financial Reports November and December – VOTE** – *Mr. Sean Michaels made a motion to accept the financial reports. Ms. Rebecca Ogletree seconded the motion. Due to the transition of the CFO, the motion was retracted, and ratification of all fiscal reports will occur in February, allowing Mr. Mikey Stout to work with Finance to develop accurate reporting and approved formatting.*

❖ **Correspondence**

- Letter from the IRS - resolved

❖ **Old Business** - None

❖ **New Business** – Saturday January 11th – Pop Up Market at Terry Bison Ranch

❖ **Committee Reports**

- **Executive** – Discussion on Interdepartmental changes was had noting the Mr. Avery Deary was no longer the Kinship Supervisor, but that the ACC duties would be passed to each homemaker, and they would be their own ACC.
- **Finance** – Due to the transition of the CFO, first quarter would be utilized to get items entered and corrected where needed and second quarter will focus on growth and stability
- **Social Services** – Project Hope will host a total of 45 clients, 15 spaces are already filled. CALC is looking at expanding the Veteran Housing and will be receiving a rate increase on bed nights.
- **Crossroads** – Increase in MAT patients and payments collected. There will also be a C.U. Pharmacy Student in the month of February.
- **Fundraising** – Meeting with CFD to discuss market dates and a discussion of the sponsors of the gala was had. A reminder to begin seeking donations for auction items and the finalization of the menu has occurred.
- **Services for Seniors** – No updates were given
 - *End 1903 Mr. Isaac Lloyd made a motion to end the General Board meeting. Ms. MacKenzie Howard seconded the motion. It carried without dissent.*

❖ **Executive Session**

- Start 1903 *Mr. Isaac Lloyd made a motion to enter Executive Session. Ms. McKenzie Howard seconded the motion. It carried without dissent.*
 - *Mr. Isaac Lloyd made a motion to reject the CNA job Description. Ms. Olivia Samson seconded the motion. The motion was rejected.*
 - *A virtual meeting will be held on January 15th at 1630*
 - *Mr. Isaac Lloyd made a motion to open Executive Session. Ms. Olivia Samson seconded. Motion carried without dissent.*
- End 2043

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

❖ **Adjournment of Meeting**

- The CALC Board Meeting for January 2025 ended at 2043.



Board Chair: Elyssa Gardner



Asst. Secretary to the Board: Traci Kyser