



COMMUNITY ACTION | OF LARAMIE COUNTY

BOARD OF DIRECTORS MEETING MINUTES July 11, 2024, 17:30 hours Blue Federal Credit Union World Headquarters

I. Call to Order:

A. Board Chair, Ellie Gardner, called the meeting to order at 17:31 pm.

II. Community Action Mission Statement:

A. 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.

III. Roll Call:

A. Traci Kyser called the roll.

Members Present

Ms. Ellie Gardner
Mr. Patrick Brady
Ms. Olivia Samson
Ms. Lois Pricket
Ms. Shea Sparks
Ms. MacKenzie Howard
Mr. Sean Michaels **(E)**
Mr. Isaac Lloyd
Ms. Liz Vigil
Ms. Wanda Maloney **(RA)**
Ms. Sara Vigil **(E)**
Ms. Rebecca Ogletree
Mr. Malcolm Ervin, Platte Co.

Staff Present

- Tim Ernst, Chief Executive Officer
- CJ Luce, Chief Financial Officer, Assistant Treasurer to the Board
- Eric Walsh, Social Services Program Director
- Traci Kyser, Executive Assistant, Farmer’s Market Manager, Assistant Secretary to the Board
- Kyle Flesch, Director of Crossroads Healthcare Clinic **(E)**
- Dee Determan, Human Resources **(E)**

Guest(s) present: Carol Hess, Tina Tripp, LaTrisha Sims

E = Excused Absence
RA = Remote Attendance
UE = Unexcused Absence

IV. Introductions: Shea Sparks, Rebecca Ogletree

V. Positive News

- A. Ms. Ellie Gardner presented the good news story on WyoGives noting that we raised \$5,381 online and that will be matched, bringing our total amount to just under \$11,000.
- B. Tina was presented for her 2-year pin from June.
- C. Carol was presented with her 2-year pin.
- D. LaTrisha was presented with her 9-year pin.
- E. The Board also presented Shannon Roybal with flowers for her event coordination over the years and hosting our meetings.
- F. Mr. Patrick Brady was presented with his Years of Dedication gift as this will be his last board meeting with CALC.

VI. Crossroads Healthcare Clinic for the Homeless Agenda

Start 1812: *Mr. Patrick Brady made a motion to enter the Crossroads Healthcare Clinic portion of the Board Meeting. Ms. Olivia Samson seconded the motion. It carried without dissent.*

- A. **UDS Reports** -*Ms. Olivia Samson made a motion to accept the UDS reports. Mr. Isaac Lloyd seconded. It carried without dissent.*
- B. **Nurse Practitioner** – *Ms. Shea Sparks made a motion to approve Jennifer Martin, FNP as the new Crossroads Healthcare Clinic for the Homeless Nurse Practitioner. Ms. MacKenzie Howard seconded the motion. It carried without dissent.*

END 1813: *Mr. Patrick Brady made a motion to end the Crossroads Healthcare Clinic portion of the Board Meeting. Ms. Olivia Samson seconded the motion. It carried without dissent.*

VII. CSBG Tripartite Board Agenda

Start: 1814: *Mr. Patrick Brady made a motion to enter into the Tripartite Portion of the Board Meeting. Ms. Wanda Maloney seconded the motion. It carried without dissent.*

- A. **CSBG Monthly Report** -*Ms. Olivia Samson made a motion to approve the CSBG monthly report. Mr. Patrick Brady seconded the motion. It carried without dissent.*
- B. **CSBG Financial Report** – *Ms. Liz Vigil made a motion to accept the CSBG Financial Report. Mr. Patrick Brady seconded the motion. It carried without dissent.*
- C. **CSBG Quarterly Reports** – were tabled as we were a month ahead by mistake.

END: 1817 *Mr. Patrick Brady made a motion to end the Tripartite Portion of the Board Meeting. Mr. Isaac Lloyd seconded the motion. It carried without dissent.*

VIII. General Board Agenda

START: 1817: *Ms. Wanda Maloney made a motion to enter into the General Board agenda. Mr. Isaac Lloyd seconded the motion, and it carried without dissent.*

- A. **Consent Agenda** – *Mr. Isaac Lloyd made a motion to approve the consent agenda. Ms. Lois Prickett seconded the motion. It carried without dissent.*
- B. **Ratify Lincoln and Sublette County Grant e-vote** – *Mr. Patrick Brady made a motion to approve the ratification of the Lincoln and Sublette County grant. Ms. Liz Vigil seconded the motion. It carried without dissent.*
- C. **Ratify new members e-vote** – *Mr. Patrick Brady made a motion to approve the ratification of the three new board members. Ms. Liz Vigil seconded the motion. It carried without dissent.*
- D. **Board Elections** – *Mr. Patrick Brady made a motion to nominate Ms. Ellie Gardner for Board Chair. Ms. Lois Prickett seconded the motion. It carried without dissent.*
- E. *Mr. Patrick Brady made a motion to nominate Mr. Isaac Lloyd as Vice Chair. Ms. Olivia Samson seconded the motion. The motion carried without dissent.*
- F. *Mr. Patrick Brady made a motion to nominate Ms. MacKenzie Howard as Secretary. Ms. Olivia Samson seconded the motion. The motion carried without dissent.*
- G. *Mr. Patrick Brady made a motion to nominate Ms. Oliva Samson as Treasurer. Mr. Isaac Lloyd seconded the motion. It carried without dissent.*
- H. *Mr. Patrick Brady made a motion to approve the second term for Ms. Lois Prickett. Ms. Liz Vigil seconded the motion. It carried without dissent.*
- I. *Ms. Olivia Samson made a motion to approve Mr. Malcolm Ervin, Platte County to his first term. Mr. Isaac Lloyd seconded the motion. It carried without dissent.*

IX. Fiscal Reports – *Mr. Patrick Brady made a motion to accept the Fiscal Reports as presented. Mr. Isaac Lloyd seconded the motion. It carried without dissent.*

X. Correspondence – *WCDA Inspections noted a few minor deficiencies that are being corrected. The GPD Financial Audit noted a lack of an allocation policy that was presented to the Board. Ms. Lois Prickett made a motion to approve the allocation policy as presented. Ms. Liz Vigil seconded the motion. It carried without dissent.*

XI. Old Business: *Move is complete with a few minor finishes. Our TCO has been issued.*

XII. New Business: *Board Meetings will be held at 1700 Westland starting in August.*

XIII. Committee Report Highlights

- A. **Executive:** None
- B. **Finance:** Applying for non-profit status on properties for tax purposes.
- C. **Social Services:** Darnell house has all repairs completed and bill submitted to insurance for over \$29,000. Waiting on insurance / city to reimburse.
- D. **Kinship:** 1 homemaker let go, and then 1 hired
- E. **Crossroads:** Tina will continue doing MAT until Jennifer feels ready. The Board wants numbers for the mobile clinic.
- F. **Farmers Market/Fundraising:** CFM has sponsorships to cover overhead. WyoGives should focus on building that donor base with phone calls and thank you cards.

XIV. Executive Session: **1859:** *Mr. Patrick Brady made a motion to enter into Executive Session. Ms. Olivia Samson seconded. It carried without dissent. Senior staff were asked to stay.*

- A. Personnel Determination: CALC has lost the Title III E Grant without explanation. A reduction in personnel will occur effective September 30, 2024. Mr. Tim Ernst is working with Wyoming Senior Citizens Inc. to ensure successful and complete transfer of Older Relative Caregiver clients to their care. We will continue the Guardianship and Children's Eyeglass Programs.
- B. A discussion on Services for Seniors in Platte County was had at length and items the sub-monitoring oversight has found. Discussions will continue on how to address the items.

Mr. Patrick Brady made a motion to end Executive Session at 1936 and open the meeting. Ms. Olivia Samson seconded the motion. It carried without dissent.

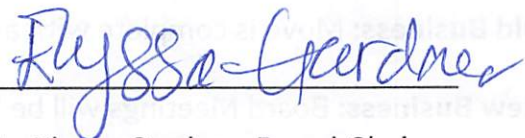
XV. For the Good of The Order: **None**

XVI. Adjournment of CALC Board Meeting

- A. Mr. Patrick Brady made a motion to adjourn the meeting. Ms. Olivia Samson seconded the motion. It carried without dissent. CALC Board of Directors Meeting **ended at 1936.**



Traci Kyser, Executive Assistant, Assistant Secretary to the Board of Directors



Ms. Elyssa Gardner, Board Chair