

Adams County Community Services Block Grant Advisory Council Meeting Minutes

Meeting Name	CSBGAC Regular Meeting	Date	June 8, 2018
Location	Adams County Human Services 11860 Pecos St. Westminster 80031	Time	8:30 am- 10:00 am
In Attendance	<ul style="list-style-type: none"> • Stacey Wolley • Steven Cervantes • Emily Fleischmann • Lee Jones • Lily Maddux • Megan Herrera • Bonnie Sauer 		
Not in Attendance	<ul style="list-style-type: none"> • Pamela Spivey • Nina Myers 		

TOPIC	COMMENTS:
<p>I. Welcome and Introductions</p> <p>Meeting called to order at 8:40 a.m., roll call via sign-in sheet, and introductions. The new Advisory Council members, Stacey Wolley and Lily Maddux, were welcomed. Quorum was present.</p>	<p>Lead: Vice-chair, Emily</p>
<p>II. Business</p> <p>a. Approval of March 9, 2018 minutes</p> <ul style="list-style-type: none"> - Motion to approve minutes, seconded and unanimously approved <p>b. CSBGAC (Tri-partite board) orientation presentation was completed for new members and was also a refresher for current members.</p> <p>c. Advisory Council members reviewed financial and program reports. Esther went over the 2018-2021 subgrantee spenddown status. There are some agencies who are still submitting the monthly invoice, since the report is due the 10th of each month. Esther also went over program performance year to date for the agencies. Esther shared that there was still 2017 unspent funds. Some funding was used for book bag program for Head Start students and another amount was used for a temporary Emergency Assistance Program. After a phone meeting with DOLA (Department of Local Affairs), they approved the funds to be re-allocated to 2015-2018 subgrantees. Esther presented the 3 agencies that submitted a request for additional funding. Advisory Council reviewed each request. The total amount the 3 sub-grantees are requesting is \$67,000.</p> <ul style="list-style-type: none"> - Motion to approve the recommendations to the BOCC to give additional funding to: Almost Home (\$20,000), Growing Home (\$22,000) and Project Angel Heart (\$25,000), seconded and unanimously approved. <p>Moving forward, Esther has recommended hiring a part-time person to provide Emergency Assistance Program to utilize the 2018 funds that were budgeted for previous employee's salary.</p>	<p>Org. Standard: 5.9 and 8.7</p>

<p>Esther and the finance department have been scheduling monitoring visits with the subgrantees. So far, they have visited Project Angel Heart. Esther has joined the Colorado Community Action Agency Board of Directors. Esther also updated the board that the CBSGAC bylaws was approved at Public Hearing.</p> <ul style="list-style-type: none"> d. On May 11th Nina, Carol J. (Program Manager) and Esther toured the Adams County Emergency Food Bank. e. Advisory Council wants to continue with scheduling tours at the subgrantees; Esther will reach out to agencies. f. Esther passed out the conflict of interest policy for all to sign. g. Esther passed out the preliminary agenda for the National Community Action Partnership Conference @ Denver August 28-31. Esther will be extending the invitation to the subgrantees. Bonnie recommended those conferences to the new CSBGAC members as she reported she learned a great deal. 	
<p>III. Next meeting: September 14, 2018 at 8:30 a.m.</p>	
<p>IV. Adjourn</p> <ul style="list-style-type: none"> a. Meeting adjourned at 10:00 a.m. 	