

Adams County Community Services Block Grant Advisory Council Meeting Minutes

Meeting Name	CSBGAC Regular Meeting	Date	October 13, 2017
Location	Project Angel Heart – Board Room 4950 Washington Street Denver, CO 80216	Time	8:30 am- 10:30 am
In Attendance	<ul style="list-style-type: none"> • Pamela Spivey, Chair - Low Income Sector • Bonnie Sauer - Low Income Sector • Randy McCall – Private Sector • Nina Myers - Public Sector • Megan Herrera - Low Income Sector • Steve Cervantes - Public Sector • Sue Bozinovski - Adams County Human Services • Julianna Nelson - Adams County Human Services • Esther Ramirez - Adams County Human Services 		
Not in Attendance	<ul style="list-style-type: none"> • Emily Fleischmann, Vice Chair - Private Sector • Damian Gonzales - Private Sector • Lee Jones - Public Sector 		

TOPIC		COMMENTS:
I. Welcome Meeting called to order at 8:35 a.m., roll call via sign-in sheet and introductions		Lead: Chair, Pamela Spivey
II. Approval of Agenda Quorum present		Org. Standard: 5.5
III. Business a. Approval of Minutes Motion to approve minutes, seconded and unanimously approved. Note: Meeting was scheduled to be at the new Adams County Human Services Building but was changed to Project Angel Heart.		Org. Standard: 5.9 and 8.7
Business Cont. b. Monthly Sub Grantee Payment Request Process: Esther handed out an example of the payment request that is completed monthly for sub-grantees. The intent is to show the board the process and help everyone understand financial flow and spend down. The process also shows documentation monitoring/checks and balances of financial spending according to CSBG guidelines.		Org. Standard:
c. Review of Financial Report and Program Report: Esther handed out the reports		Org. Standard:

<p>for all to review. Looked at 2017 Sub Grantee funding what was granted, what was expended, and what is remaining (percentage). Looked at programing reports for Almost Home and Lutheran Family Services.</p> <p>Motion to extend 2017 funding for Almost Home to the Board of County Commissioners, seconded and unanimously approved.</p> <p>d. Community Outreach ideas discussed: Having a town hall to learn about what the county does, what services they provide, what grants they fund and to whom, etc. Resource fair or outreach event to talk about all county services. Have an agency panel discussion of what they provide to Adams County community. These ideas can be planned at different areas with in the county i.e. Library, rec centers, senior centers, churches and local city venues. Bring information to the community through social media, podcast, YouTube, Facebook etc. How can we best present CSBG outreach to the public and who would be our audience (linkages).</p> <p>e. Sub Grantee Program Wrap Up and Monitoring: An idea came up for the funded agencies to do a program wrap up of what was accomplished for the year to include outcomes and services. Give a story of who they are serving, success stories and how CSBG funds are being used in the community. Adams County staff will be creating a monitoring schedule and asked if any Board member would like to attend they are welcome to. CSBG is close to finishing the 2015-2018 cycles and a summary is recommended. A close out report for the purpose of exposé of CSBG programing in Adams County is suggested.</p> <p>f. Program Manager Updates: Adams County Human Services has moved to the new building located at 11860 Pecos St. Westminster, CO. A few non-profit agencies will be located in the new building. The Senior Services Work Group will be reconvening on October 20, 2017 from 9:30 a.m. to 11:30 a.m. at the new building in the lower lever Cherry B conference room. Any board member interesting is welcome to attend. Invite to the Board Recognition event on November 6, 2017 from 5:30 p.m. to 7:30 p.m. at the Adams County Fair Grounds Waymire Dome. New positions at Adams County: Homelessness Coordinator was brought on board her name is Alix Midgley, will have a new Community Enrichment manager that the CSBG program will be working with. We also have a new Diversity Inclusion Administrator Dennis Swain. Key county wide focus that directly relates to poverty reduction and CSBG.</p>	<p>5.9, 8.7 and 8.9</p>
<p>IV. Next meeting: Friday November 17, 2017 at the new Adams County Human Services Center 11860 Pecos Street Westminster, CO 80234 8:30 a.m. to 10:30 a.m. Pear C Conference Room #3504 Upper level</p>	
<p>V. Adjourn</p> <p>a. Meeting adjourned at 10:00 a.m. Tour of Project Angel Heart</p>	