

# Adams County Community Services Block Grant Advisory Council Meeting Minutes

<b>Meeting Name</b>	<b>CSBGAC Regular Meeting</b>	<b>Date</b>	<b>January 12, 2018</b>
<b>Location</b>	Adams County Human Services Center 11860 N. Pecos St. Pear C Conference Rm. Westminster, CO 80234	<b>Time</b>	8:30 am- 10:30 am
<b>In Attendance</b>	<ul style="list-style-type: none"> <li>• Emily Fleischmann, Vice Chair - Private Sector</li> <li>• Randy McCall – Private Sector</li> <li>• Nina Myers - Public Sector</li> <li>• Megan Herrera - Low Income Sector</li> <li>• Steve Cervantes - Public Sector</li> <li>• Lee Jones - Public Sector</li> <li>• Julianna Nelson - Adams County Human Services</li> <li>• Esther Ramirez - Adams County Human Services</li> </ul>		
<b>Not in Attendance</b>	<ul style="list-style-type: none"> <li>• Pamela Spivey, Chair - Low Income Sector</li> <li>• Bonnie Sauer - Low Income Sector</li> <li>• Damian Gonzales - Private Sector</li> </ul>		

<b>TOPIC</b>	<b>COMMENTS:</b>
<b>I. Welcome</b> Meeting called to order at 8:40 a.m., roll call via sign-in sheet and introductions	<b>Lead: Vice Chair Emily Fleischmann</b>
<b>II. Approval of Agenda</b> Quorum present	<b>Org. Standard: 5.5</b>
<b>III. Business</b> <b>1) <u>Approval of Minutes:</u></b> Motion to approve minutes, seconded and unanimously approved.	
<b>Business Cont.</b> <b>2) <u>Board Positions:</u></b> 3 Board members came up on term: Pam Spivey, Lee Jones and Randy McCall. Pam and Lee submitted their applications to continue participation and were approved by the Adams County Board of County Commissioners (BOCC) to do another 3 year term Jan 2018-Jan 2021. Julianna Nelson, sent emails to a few Adams County employee’s that work with homeless and Veteran populations to get the word out. Esther Ramirez suggested recruiting help from the board, if they know anyone interested in applying. Julianna Nelson will send an email with the link to the board application. Adams County BOCC office is requiring all Board and commissions members to	<b>Org. Standard: 5.9 and 8.7</b>  <b>Org. Standard: 5.9, 8.7 and 8.9</b>

attend an annual mandatory training provided by the County Attorney's office: Dates are February 8<sup>th</sup> and March 12<sup>th</sup>, both at 5:00 p.m.

**3) Review of Program Report and Financial Report:**

Current Grant Cycle is closing and subgrantee(s) have 9 months to spend their money down.

Review of Financial Report shows grantee status as to date Lutheran Family Services and Project Angel Heart have spent 100%, Almost Home spent 70.43% and Growing Home, once they submit December 2017 invoice will have spent 100%. Side Note: Almost Home received an extension and was approved by the Adams County BOCC to spend money down. Project Angel Heart was given more funding and also received an extension approved by the Adams County BOCC.

Adams County received funding confirmation from the Department of Local Affairs (DOLA) and Esther Ramirez submitted the contract and paperwork for Adams County BOCC to review and sign off on new grant cycle 2018-2020 funding.

The agreements for the new grant cycle subgrantee(s) were submitted to the Division Director (Sue Bozinovski) for review to be submitted to Adams County BOCC for review and signature.

Adams County Staff will conduct training for the new grant cycle and new subgrantee(s). Staff is looking at February 2018, no date is finalized, and staff is requesting board members stop by and introduce themselves once the date is finalized. Training location will be at the Human Service Center.

IS Report for program accomplishments and numbers is due to DOLA on February 28, 2018. Adams County staff will be working on this and will need board input, suggestions and review before submitting to DOLA. Next board meeting will cover this review.

**4) Matters for Approval:**

Housing Application for emergency service funding. Almost Home came out on top. Needing board approval to move forward with this agency.

MOTION TO APPROVE: Motion to approve Almost Home as the agency to receive the housing emergency funding for programing, seconded and unanimously approved.

**5) Matters for Noting:**

Sue Bozinovski is the new Director of the Community Support Service Division effective January 1, 2018.

Annual meeting is coming up in March 2018. Review of bylaws, attendance, elections, and team building for the board.

Next meeting will be a celebration of Randy McCall and his many faithful years of service to the Adams County CSBG Advisory Council Tripartite Board.

**IV. Next meeting:** Friday February 9, 2018 at Adams County Human Services Center 11860 Pecos Street Westminster, CO 80234 8:30 a.m. to 10:30 a.m. Pear C Conference Room

**V. Adjourn**  
a. Meeting adjourned at 9:20 a.m.