

# Adams County Community Services Block Grant Advisory Council Meeting Minutes

<b>Meeting Name</b>	<b>CSBGAC Regular Meeting</b>	<b>Date</b>	<b>February 9, 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- 10:00 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>• Sue Bozinovski - Adams County Human Services</li> <li>• Esther Ramirez - Adams County Human Services</li> <li>• Pamela Spivey, Chair - Low Income Sector</li> <li>• Bonnie Sauer - Low Income Sector</li> </ul>		
<b>Not in Attendance</b>			

TOPIC	COMMENTS:
<b>I. Welcome</b> Meeting called to order at 8:35 a.m., roll call via sign-in sheet	<b>Lead: Chair Pamela Spivey</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 and Staff Changes:</u></b> Randy McCall mentioned that he was not going to re-apply for the board. He mentioned he has served for over 10 years in Adams County. Sue Bozinovski was present in the meeting and an award was given to Randy for his years of service. Damian Gonzales has resigned from the board. Therefore, there are 2 openings within the board; Emily has invited someone who may attend the next March meeting. Board received 2018 updated roster. Bonnie asked about her term expiration not being the same as Lee, who started at the same time. It was discussed that perhaps terms were staggered. Sue shared that Carol Johnson will be the new Program Manager, who will	<b>Org. Standard: 5.9 and 8.7</b>

<p>oversee CSBG. Sue also shared Julianna Nelson will no longer work as a CSBG Specialist, she has transferred to Child Care Assistance Program. Esther will work under the CSBG as the only staff.</p> <p><b>3) <u>Review of Program Report and Financial Report:</u></b>  Financial report handed out. Esther shared that we are wrapping up the 2015-2018 grant cycle. Since Almost Home and Project Angel Heart received extensions, they are still drawing down 2017 funds. Lutheran Family Services and Growing Home have spent down. Once the new grant cycle 2018-2021, the board will start seeing the new sub grantees on the report.  The board reviewed the IS report as this month's programmatic report. Each sub grantee submitted there is report and Esther and Julianna put the data together. Report will also be emailed for any questions and further review.</p> <p><b>4) <u>Matters for Noting:</u></b>  Sub grantee training taking places on March 12<sup>th</sup> from 8:30 a.m. to 12:30 p.m., part of that training will be CSBG 101 at 10:00 a.m., this will be the structured orientation for new governing board members within 6 months of being seated (5.7). This is a required meeting for new board members; however, this is open to any member.  All board members will be required to take the webinar training, more information will be sent via email.  Sub grantee agreements for the new grant cycle are pending to be approved by the County Board of Commissioners, tentative date of Feb. 20<sup>th</sup>.  Nina suggested for our April meeting to be at one of the sub grantees.</p>	<p><b>Org. Standard: 5.9, 8.7 and 8.9</b></p>
<p><b>IV. Next meeting:</b> Friday March 9, 2018 at Adams County Human Services Center  11860 Pecos Street Westminster, CO 80234 8:30 a.m. to 10:00 a.m. Pear C  Conference Room  - Will go over bylaws, elections and schedule meeting dates/times</p>	
<p><b>V. Adjourn</b>  a. Meeting adjourned at 10:00 a.m.</p>	