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## JOINT LABOR, HEALTH AND SOCIAL SERVICES INTERIM COMMITTEE

JUNE 8-9, 2015

8:00 A.M

University of Wyoming at Casper  
Union/University Building, Room UU322,  
125 College Drive  
Casper, WY 82601

*[Note: The University of Wyoming at Casper, formerly known as University of Wyoming Outreach Center, is now located on the campus of Casper College in the Union/University Building.]*

### Monday, June 8

**8:00 a.m. Call to order**

**8:05 a.m. Adoption of interim committee rules**

**8:10 a.m. Health care system problems**

- Report by Dept. of Health – rebasing nursing home reimbursement rates and other nursing home issues
- LSO report re: hospitals survey
- Wyoming Hospital Association report
- [Possible presenters after survey data compiled]

**10:15 a.m. Break**

**10:30 a.m. Health care system problems (continued)**

- Committee work group recommendations
- Public comment on this topic
- Committee discussion

**12:00 p.m. Lunch**

**1:30 p.m. Workforce Safety Compliance Improvement Grants**

- Workforce safety presentation- Department of Workforce Services
- Employers who received grants
- Committee work group recommendations
- Public comment on this topic

*Note: this proposed agenda is subject to revision and all times listed are tentative and may be subject to change.*

**– Agenda Continues on Back of Page –**

- Committee discussion

**3:00 p.m. Break**

**3:15 p.m. Department of Workforce Services' reports**

- Worker's compensation rate and band adjustments
- Federal rule change (possible report)
- Public comment on this topic
- Committee discussion

**4:30 p.m. Committee directives:** requests for draft legislation; LSO tasks

**Tuesday, June 9**

**8:00 a.m. Response to federal actions/initiatives**

- Insurance Commissioner presentation on health insurance products
- Wyoming Small Employer Health Reinsurance Program
- Department of Health-1332 State Innovation Waivers

**10:00 a.m. Break**

**10:15 a.m. Response to federal actions/initiatives (continued)**

- Committee work group recommendations
- Public comment on this topic
- Committee discussion

**12:00 p.m. Lunch**

**1:30 p.m. Department of Health**

- Proposed statutory changes
- Dr. Wendy Braund- Community services block grants
- Public comment on this topic
- Committee discussion

**2:45 p.m. Break**

**3:00 p.m. Review of reports**

- Department of Health
- Department of Family Services
- Department of Insurance
- Public comment on this topic
- Committee discussion

**Public Comment**

**Committee Directives:** Requests for draft legislation; LSO tasks; next meeting

**Adjourn upon completion of Committee business**

## **COMMUNITY SERVICES BLOCK GRANT (CSBG) CFDA #93.569**

**Purpose: To support services and activities that reduce or eliminate poverty, empower low-income individuals and families to become economically self-sufficient, and revitalize low-income communities.**

**Legislative Authority:** Community Opportunities, Accountability, and Training and Educational Services Human Services Reauthorization Act of 1998, P.L. 105-285, Title II – Community Services Block Grant Program

**Reason for Presentation:** 112 STAT. 2736 Section 676 (3): Legislative Hearing – In order to be eligible to receive a grant or allotment under Section 675A or 675B, the State shall hold at least one legislative hearing every 3 years in conjunction with the development of the State plan.

### **Funded through the U. S. Department of Health and Human Services (HHS), Administration for Children & Families (ACF), Office of Community Services (OCS)**

- Administered at the state level by the WY Department of Health, Public Health Division
- 100% Federal Funding - no local match required
- Approximately \$3.5 million annually
- Requirement that 90% of funds go directly into Wyoming communities
- Fiscal period of October 1 through September 30

### **State Distribution of Funds**

- 5% used for state level administration
- 5% available for training and technical assistance
- No less than 90% is allocated to local eligible entities through a poverty rating formula, based on:
  - Low-income population
  - People on Medicaid
  - People applying to DFS for assistance
  - People unemployed
  - People on POWER
- People on SNAP
- People on Social Security
- FFY 2016 (10/01/15 – 09/30/16) Highest award = \$633,946 (Laramie); Lowest award = \$14,114 (Niobrara)
- All 23 Counties and the Wind River Reservation eligible for CSBG Funding
  - 9 Local Governments, 3 Community Action Agencies and 4 Other Eligible Entities
  - 1 CAA, Northwest Community Action Programs of WY, Inc., oversees CSBG in 8 Counties
- In FFY 16, the Northern Arapaho Tribe will apply directly to OCS for Tribal CSBG however; Fremont County will provide CSBG assistance to all other low-income persons residing on the Reservation.

### **Local Funding Allocations Made by Eligible Entities**

- Each eligible entity, which includes Community Action Agencies, local governments, private non-profit agencies, and public organizations, is required to administer CSBG through a tripartite board that participates in the development, planning, implementation, and evaluation of the program.
  - Tripartite Boards must be divisible by 3 and consist of 1/3 elected public officials, 1/3 low-income persons, and 1/3 community leaders.
- Requirements for eligible entities providing direct assistance or subcontracting with service providers:
  - Conduct a needs assessment once every 3 years
  - Hold local public hearings annually to discuss CSBG funding decisions
  - Submit an annual application and enter into a contractual agreement with WDH, PHD, CSP
  - Provide activities and services to income eligible persons under 125% of the Federal Poverty Level
  - Track and report monthly and annual expenditures, programmatic details, & client demographics
  - Participate in on-site monitoring once every 3 years & intermediate desk monitors annually
  - Have an audit completed annually if Federal Funding totals exceed \$750,000

**Eligible Service Categories:**

<b>Education</b>	<b>Emergency Services</b>	<b>Employment</b>	<b>Health</b>
<b>Housing</b>	<b>Income Management</b>	<b>Nutrition</b>	<b>Self-Sufficiency</b>

- Services include providing linkages to other anti-poverty programs
- Some activities are designed specifically to assist youth (age 12-18) or seniors (age 55+)
- Types of assistance available to low-income people through CSBG funding include:
  - Food pantries, soup kitchens, school back-pack food programs, home-delivered & congregate meals;
  - Public Health immunizations, free clinic services, women’s health services, dental, pharmaceutical;
  - Job training, GED, literacy, English as a second language, after-school tutoring, transportation;
  - Emergency shelters, rent/utility assistance, independent living, weatherization; and
  - Domestic violence centers, senior centers, Head Start, youth mentoring, Boys & Girls clubs.

**Wyoming CSBG Highlights during FFY 2014 (October 1, 2013 through September 30, 2014):**

- Top 3 areas of assistance by service category: 1) Housing, 2) Emergency Services, & 3) Self-Sufficiency
- 28,150 low-income individuals in 14,842 families received services
- 8,762 children received services
- 1,904 people with disabilities received services
- 3,706 seniors received services
- 13,796 people who lacked health insurance received assistance

**CSBG Program Success Examples during FFY 2014:**

- ❖ The Yellowstone Country Assistance Network (YCAN) in Park County used CSBG funds to provide housing and emergency assistance to low-income individuals and families in crisis. YCAN worked with the Real Estate Connection office who matched them with clients at-risk of losing their housing due to non-payment. They worked with Workforce Services to cross refer clients for employment training. They also partnered with the local food pantries to help families obtain either food vouchers or food from the pantries. YCAN worked with Department of Family Services, Public Health, Northwest Wyoming Family Planning, Crisis Intervention, Cody/Powell/Meeteetse Senior Centers all to cross refer clients for services and avoid duplication of services. YCAN is the only agency in Park County able to provide emergency financial assistance for longer than one night. Last year, they were able to provide 77 people with emergency and wrap-around services.
- ❖ Community Action Partnership of Natrona County, Inc. used CSBG funds to support the Housing First Pilot Project. This small pilot project was initiated to support chronically homeless individuals in obtaining and sustaining independent living. The program provided intensive support services for clients with disabilities, which included monitoring of medication compliance, regular check-ins, and support with individual goals. In this pilot, two chronically homeless individuals were assisted. One of the participants suffered with mental health issues and has been homeless since he was 12. He is now 26. During the 10 months prior to enrolling in the Housing First Program, he was hospitalized at a mental health institution for a total of 89 days. In the 10 months since he began the program, he has been hospitalized only 5 days – a 94% reduction. This has saved the cost of hospitalization placed on the community by \$21,250. Prior to the program, he was also charged with criminal activity. Since participating in the program, he has had no involvement with law enforcement, an additional savings to the community.
- ❖ An Albany County School District #1 Skills USA Program Instructor was able to use CSBG funds to expose students to activities with professionals in the field of medicine challenging them to advance further in a medical career. CSBG assisted with certification tests and professional cards for certification, such as CPR. The local nursing homes, Iverson Memorial Hospital, and Albany County Fire Department assisted with skills acquisition, practice, and testing for competency in the workplace. As a result, these students are now working as nurse aides, starting community college in a healthcare field, or joining the military with the hope of being in the medic area.

**Community Services Program Contact:**

Tricia Dean, Program Manager / E-mail: [tricia.dean@wyo.gov](mailto:tricia.dean@wyo.gov) / Phone (307) 777-8940

THE STATE OF WYOMING, } ss.  
County of Albany

AVAILABILITY OF FUNDS, REQUEST FOR PROPOSALS, AND NOTICE OF PUBLIC HEARING FOR FFY 2016 COMMUNITY SERVICES BLOCK GRANT (CSBG) PROGRAM

The CSBG Board of Directors of Albany County has learned that Albany County's CSBG program allocation for Federal Fiscal Year (FFY) 2016 (October 1, 2015-September 30, 2016) is \$173,613. Completed applications from Albany County service providers are due to the CSBG Board by 5:00 P.M. on June 5, 2015. No late applications will be accepted. CSBG application packets can be picked up at the Albany County Clerk's Office, Albany County Courthouse, Room 202, Laramie, Wyoming, beginning May 7, 2015. The County Clerk's office is open from 9:00 A.M. to 5:00 P.M. Monday through Friday. Special provisions will be made for people with disabilities upon request to the County Clerk's office, 721-2545, Telecommunication Device for the Deaf 721-2543.

Funding is intended for programs that provide services to meet the needs of low-income persons and promote self-sufficiency. Priorities include health care, housing, and jobs. Service providers must be nonprofit organizations, and CSBG funds must be used to serve clients who are at or below 125% of the federal poverty level. CSBG service providers must collect detailed information regarding clients' eligibility and comply with monthly and yearly reporting requirements set forth by the State of Wyoming.

A public hearing will be held at 2:00 P.M. on June 17, 2015, in the County Commissioners' room in the basement of the County Courthouse, 525 E. Grand Ave. The hearing will provide a forum for the CSBG Board to receive input regarding proposed uses for CSBG funds. The CSBG Board will finalize its funding recommendations following the public hearing.

PUBLISH: May 7, 2015

I, Mary Palmer, do solemnly swear that I am one of the publishers of the *Laramie Boomerang*, a newspaper of general circulation published six times each week at Laramie, State of Wyoming; that the notice attached hereto, and which is a part of this affidavit and a part of the proof publication, was published in said newspaper for 1 ~~consecutive~~ day, the first publication having been made on the 7<sup>th</sup> day of May, 20 15, and the last one on the 7<sup>th</sup> day of May, 20 15, that said notice was published in the regular and entire issue of every number of the paper, during the period and times of publication, and that the notice was published in the newspaper proper, and not in the supplement.

IN WITNESS WHEREOF, I have hereunto set my hand this 7<sup>th</sup> day of May, A.D. 20 15.  
Mary Palmer

SUBSCRIBED and sworn to before this 7<sup>th</sup> day of May, A.D., 20 15.  
[Signature]



**PUBLIC HEARING**  
**COMMUNITY SERVICES BLOCK GRANT**  
**BOARD OF DIRECTORS**  
**OF ALBANY COUNTY, WYOMING**

**COMMUNITY SERVICES BLOCK GRANT FEDERAL FISCAL YEAR 2015 FUNDING**

**JUNE 17, 2015**

**2:00 P.M.**  
**County Commissioners' Room**  
**County Courthouse**

- I. Welcome and Introductions**
- II. Proposed Funding Allocations for Federal Fiscal Year 2016**
- III. Community Needs Assessment - 2016**
- IV. Public Comments**

**COMMUNITY SERVICES BLOCK GRANT  
BOARD OF DIRECTORS OF  
ALBANY COUNTY, WYOMING**

**PUBLIC HEARING  
June 17, 2015**

The public hearing was held in the County Commissioners' room at the Albany County Courthouse in Laramie, Wyoming, to receive input regarding proposed uses for CSBG federal fiscal year (FFY) 2016 funding. This hearing was advertised in the legal notices section of the *Laramie Boomerang* on May 7, 2015, and was described in the information provided to prospective applicants.

Participants were asked to sign an attendance sheet (attached). Sharon Breitweiser, the Administrative Assistant for the CSBG Board of Albany County, distributed copies of the agenda for the hearing.

**CALL TO ORDER, WELCOME, AND INTRODUCTIONS**

CSBG Board Chair Loren Richards called the public hearing to order at 2:00 P.M. The Board and others in attendance introduced themselves.

**PROPOSED FUNDING ALLOCATIONS FOR FFY 2016**

Breitweiser distributed copies of a chart showing the recommended funding levels the Board proposed submitting to the State (attached). Richards said that the Board received \$249,100 in requests, which exceeded the \$173,613 in available CSBG funding. He asked the agency representatives to take a few minutes to review the information.

**PUBLIC COMMENTS**

Richards opened the floor for questions and comments. Wayne Karberg from the Eppson Center for Seniors congratulated the Board on keeping its overhead so low. He noted that there are a lot of good people on the list of service providers.

Katie Hogarty from CLIMB Wyoming said that it had been a beautiful and tough year for CLIMB. CLIMB closed its Rock Springs program about a year ago. The Laramie CLIMB program is sustainable in large part due to community support. She thanked the Board for providing support, which is changing lives.

Tom Martin from Interfaith-Good Samaritan talked at length about the possibility of Interfaith becoming a community action agency (CAA). He explained that would mean replacing the current CSBG Board with a new tripartite board made up of service providers; applying for and administering not only the CSBG funds but several other grants, which would bring an additional \$200,000-250,000 to the community every year; having the various agencies' boards become

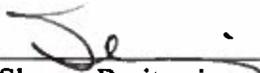
advisory boards; and having all agencies under the one umbrella. He would do this only if the CSBG Board and agencies agreed, and he does not want to jeopardize any of the valuable relationships Interfaith has with other service providers. Anyone with questions should contact him. He has talked with Community Services Program Manager Tricia Dean at the State of Wyoming, Albany County Grants Manager Sheela Schermetzler, and Wyoming's two United States Senators. CSBG Board member Dee Bott asked about United Way, and Martin said that the CAA would be separate from United Way and would not be a United Way member. Martin said that the County Attorney and County Commissioners would be responsible for investigating any problems that might arise with the CAA. Becca Fisher from SAFE Project said that she thinks community action programs are a good idea and a best practice, but there would need to be memoranda of understanding and structured, thoughtful conversations. Richards said that he liked the idea of more money and would be okay with dissolving the CSBG Board, and he encouraged Interfaith to go for it. CSBG Board member Tim Sullivan asked whether the County could set up a CAA with a board, and Martin said that it has to be an operational board -- though it might be possible for the CSBG Board to change its name to CAA and then hire an executive director to work with every agency. Martin would need to get the approval of Interfaith's board, after which it could take up to two years to get everything in place.

Martin then brought up the topic of the Albany County needs assessment and recommended that this be done differently because telephone calls are reaching an older population. Breitweiser said that the next needs assessment will be done in 2016. Richards said that an assessment is required every three years in order to receive the CSBG funding. Corona Insights in Denver is the firm that has been doing the needs assessments and will do the next one. The Board noticed issues with the phone calls, and Corona will be using mailings and interviews with key people next time. Richards said that the price goes up every three years. Fortunately, the CSBG Board teams up with Iverson Memorial Hospital and shares the costs. Breitweiser explained that there is a different pot of CSBG money available for the needs assessment and the cost does not have to come out of the \$173,613 allocation. Corona will be contacting various segments of the population by mail, and people can do the survey by mail or online. Work will begin next spring. Richards encouraged the agencies to tell their clients about this and ask them to fill out the surveys.

Sullivan said he wished we had more money. He thanked all the agencies for what they do. Karberg acknowledged the work being done by the agencies' volunteers.

#### CLOSE OF HEARING

It was moved by Tim Sullivan to close the hearing. Linda Simpson seconded the motion, which passed.

  
\_\_\_\_\_  
Sharon Breitweiser



**COMMUNITY SERVICES BLOCK GRANT (CSBG)  
ALBANY COUNTY, WYOMING  
SERVICE PROVIDER & CSBG BOARD FUNDING RECOMMENDATIONS - FFY 2016**

"Formula" Allocation To Albany County: \$173,613.00\*

Agency	Contact Information	Amount	Activities Funded	Output/Need
CSBG Board of Directors of Albany County, Wyo.*	P.O. Box 302 Laramie, WY 82073 307-742-9189 Sharon Breitweiser	\$6,400.00	\$5,775 Salaries (administrative assistant) \$80 Postage \$15 Consumables \$290 Commercial printing \$240 Publications-ads	To oversee CSBG program
CLIMB Wyoming	217 S. 1st St. Laramie, WY 82070 307-742-9346 Katie Hogarty	\$13,600.00	\$13,600 Grants-in-aid (recruitment, incentives, tuition, work experience & support, events, licenses & certification, training materials)	10 Unduplicated people Employment Income management Self-sufficiency
Laramie Reproductive Health	413 S. 21st St. Laramie, WY 82070 307-745-5364 Richelle Keinath	\$8,000.00	\$8,000 Grants-in-aid (LARCs--long acting reversible contraceptives)	26 Unduplicated people Health Self-sufficiency Strengthening family systems
Eppson Center for Seniors	1560 N. 3rd St. Laramie, WY 82072 307-745-5116 Wayne Karberg	\$12,000.00	\$5,000 Salaries (drivers & dispatcher for transportation services) \$7,000 Consumables (raw food for nutrition services)	60 Unduplicated people-transportation 50 Unduplicated people-meals Self-sufficiency Nutrition
The Albany County Salvation Army	P.O. Box 1064 Laramie, WY 82073 307-742-5414 Kyla Montoya	\$5,800.00	\$5,800 Grants-in-aid (food pantry purchases & emergency supplies)	2,080 Unduplicated people Emergency Services Nutrition Self-sufficiency
Greater Wyoming Big Brothers Big Sisters	518 Ord St. Laramie, WY 82070 307-742-2227 Steve Hamaker	\$3,900.00	\$3,380 Salaries (case managers) \$520 Employer paid benefits	10+ Unduplicated people Self-sufficiency Strengthening family systems
SAFE Project	P.O. Box 665 Laramie, WY 82073 307-742-7273 Becca Fisher	\$10,500.00	\$10,500 Grants-in-aid (client emergency funds)	8 Unduplicated people Health Housing Education

Agency	Contact Information	Amount	Activities Funded	Output/Need
Downtown Clinic	P.O. Box 834 Laramie, WY 82073 307-745-8445 Sarah Gorin	\$48,000.00	\$20,000 Consumables (medications) \$28,000 Grants-in-aid (emergency dental)	720 Unduplicated people Health Self-sufficiency Partnerships with other providers
Interfaith-Good Samaritan	710 Garfield #127 Laramie, WY 82070 307-742-4240 Tom Martin	\$65,413.00	\$65,413 Grants-in-aid (\$35,000 rent & utility, \$30,413 medical)	150 Unduplicated people rent/utility 260 Unduplicated people medical Health Housing
TOTAL		\$173,613.00		

\* The FFY 2016 allocation to Albany County is \$173,613, to be allocated by the CSBG Board for service providers' projects and the CSBG Board's operating costs. The CSBG Board is requesting an additional \$13,000 in "discretionary" funds for its share of conducting the 2016 community needs assessment; the cost of the needs assessment does not need to be deducted from the \$173,613.

Gillette News Record - June 10, 2015

071

LEGAL NOTICES

**Public Hearing  
Announcement**

The Campbell County CARE Board will hold a public hearing regarding the FFY2014 Community Services Block Grant Program Application. Campbell County's funding allocation for FFY2014 is \$169,444.

**Date:** June 16, 2015

**Time:** 3:00 p.m.

**Location:** Campbell County Court House, 500 S. Gillette Ave., Gillette, Wyoming, Commissioners Chambers

**Purpose:** The purpose of this hearing is to provide an opportunity for the general public to provide input concerning the proposed use of Community Service Block Grant (CSBG) funds.

**Publish:** June 10, 2015

# **Campbell County CARE Board**

(Community, Advocacy, Resources Education)

**Public Hearing**

**June 16th, 2015 3 p.m.**

**Campbell County Commissioners' Chambers**

## **AGENDA**

- 1) Call to Order
- 2) Review CSBG allocation and Distribution of Funds to Service Providers
  - a. Community Action Plan for 2016 attached
- 3) Call for comment
- 4) Close meeting



# **Campbell County CARE Board**

(Community, Advocacy, Resources Education)

Public Hearing

June 16, 2015

Campbell County Commissioners' Chambers

## **MINUTES**

1) Call to Order

**The meeting was called to order at approximately 3:05 pm by Roxann Backer. In attendance were CARE Board members Roxann Backer, Ivy McGowan (CC Grant Specialist); Staci Bungard, Carma Harston, and Mikel Smith**

2) Review CSBG allocation and Distribution of Funds to Service Providers

a. Community Action Plan for 2015 attached

**The Community Action Plan was presented and Roxann Backer announced that \$169,444.00 was allocated through the Community Service Block Grant Funding to Campbell County. She then reviewed the CARE Boards' Distribution plan as written on the Community Action Plan.**

3) Call for comment

**Staci Bungard with the Council of Community Services thanked the CARE Board for their support and allocation of funding**

4) Close meeting

**The meeting was closed at approximately 3:08 pm.**

**Campbell County CARE Board FY 2016  
Community Action Plan  
CSBG Distribution of \$169,444**

Percentage	40%	30%	11%	9%	9%	0%	1%	100%
Agency	Housing and Utilities	Medical	Food	Self-Sufficiency	Mental Health & Substance Abuse	Senior Services	Admin./Case Management	TOTAL
Council of Community Services	\$38,000	\$30,250	\$18,750					\$87,000
Gillette Abuse Refuge Foundation	\$15,000							\$15,000
Gillette Reproductive Health		\$20,000						\$20,000
Personal Frontiers					\$15,000			\$15,000
Second Chance Ministries	\$15,000							\$15,000
YES House				\$15,000				\$15,000
CARE Board							\$2,444	\$2,444
<b>Total</b>	<b>\$68,000</b>	<b>\$50,250</b>	<b>\$18,750</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0.00</b>	<b>\$2,444</b>	<b>\$169,444</b>

Public Hearing June 16, 2015

**Notice of Public Hearing  
& Available Funding**

The Carbon County Action Program will be conducting a public hearing on May 18 at 4:00 p.m. in the Commissioners Meeting Room at the County Courthouse, 415 W. Pine Street in Rawlins to discuss a Community Services Block grant application for the 2015-2016 year. This grant is designed to assist low-income individuals in Carbon County. The public is invited to attend. Entities interested in applying for funding through this board can contact Gwynn at the number below. Applications for funding will be due no later than May 13 at 5:00 p.m. to the County Clerk's Office, PO Box 6, Rawlins, WY 82301

(307) 328-2668

Gwynn G. Bartlett

Daily Times – Please publish as legal ad on May 1

**AGENDA**  
**CARBON COUNTY COMMUNITY ACTION COMMITTEE**  
**A/K/A TRIPARTITE BOARD**

Monday, May 18, 2015  
4:00 P.M.  
Commissioners Meeting Room, Courthouse

Call to order – Roll

Approve minutes from February 5, 2015

Public Hearing – 2015-2016 CSBG Application

Reallocate Returned 14-15 Funds from Big Brothers Big Sisters - \$2,000

Final Determination of Funding for 2015-2016

Discussion

Adjourn



# **CARBON COUNTY ACTION COMMITTEE TRIPARTITE BOARD**

## ***Meeting Minutes***

May 18, 2015

Carbon County Courthouse, Rawlins, Wyoming

A regular meeting of the Carbon County Action Committee (Tripartite Board) was held on May 18, 2015 at 4:00 p.m. in the Commissioner's Meeting Room of the Carbon County Courthouse in Rawlins, Wyoming.

Board members in attendance were Cindy Baldwin, Gwynn Bartlett, Alice "Tink" Day, Theresa Pacheco, Leigh Nation, Jenn Rothenberger and Ellie Noonan. Absent: Ted Garcia and Louis Espinoza.

Chairman Cindy Baldwin called the meeting to order at 4:00 p.m.

### **Agenda**

Tink moved to add reallocation of Big Brothers Big Sisters 14-15 funding to the agenda after approval of the minutes. Theresa seconded and the motion carried unanimously.

### **Minutes**

Gwynn moved to approve the minutes from the February 5, 2015 meeting as presented. Tink seconded and the motion carried unanimously.

### **Reallocate Big Brothers Big Sisters 14-15 Funds**

Gwynn explained BBBS has not expended any funds and does not expect to. They e-mailed her wishing to give the funds back so they can be allocated to another entity that could use them.

Gwynn moved to reallocate Big Brothers Big Sisters 14-15 CSBG funds as follows: \$200 per child with a cap of \$1,400 to the Boys & Girls Club for CSBG eligible youth summer tuition and the remainder to the Public Health Emergency Health program. Theresa seconded and the motion carried unanimously.

Fay Wilson of Boys & Girls was present and said she could let Gwynn know in the next couple weeks how many eligible youth apply for the summer program.

Leigh and Jenn joined the meeting at 4:10 p.m.

### **Public Hearing 2015-2016 Application**

Cindy opened a public hearing at 4:10 p.m. to discuss the 2015-2016 CSBG application. Gwynn explained the applications received noting that the board received \$81,665 in funding and \$107,512 in requests.

Fay Wilson from the Boys & Girls Club was present and explained the need for their services noting they are critical to the CSBG eligible youth. They expect to receive half of their funding from the Recreation Board in 2017 making the need for other funding imperative. She also discussed that the eligible youth she serves are daily and year-round as compared with other entities that might only touch those clients periodically or once.

The requests were discussed between the board and the Needs Assessment findings that will be presented later tonight from Sheela Schermetzler were also discussed and compared to the requests. All requests met with the top needs found.

Gwynn reported that the hearing was advertised in the Rawlins Daily Times on May 1, 2015.

Cindy called for additional public comments and there being none closed the hearing at 4:40 p.m.

Theresa moved to award funding as follows for the 15-16 CSBG grant year: Sheela Schermetzler - \$6,512; Boy & Girls Club \$7,000; Public Health Parenting Program \$1,409 and Public Health Emergency Health Program \$40,000. Jenn seconded and the motion carried unanimously.

Tink moved to award funding as follows for the 15-16 CSBG grant year to the Carbon County Youth Crisis Center totaling \$26,744. The motion carried with all voting for the motion except Gwynn & Cindy who abstained due to conflict.

### **Discussion**

Sheela Schermetzler was present and reported that to the best of her knowledge all subgrantees are in compliance at this time. She noted Tricia Dean from the State will be coming June 9 and may want to monitor subgrantees as well. Sheela will provide final monitoring reports to Gwynn in time for the June visit.

Gwynn offered to contact Ted to get a level of interest to remain on this board as he has missed numerous meetings.

### **Adjournment**

Tink moved to adjourn the meeting at 4:53 p.m. Jenn seconded and the motion carried unanimously.

After adjournment Sheela held a dialogue on poverty open to the public to help her complete the Community Needs Assessment for 2015.

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Cindy Baldwin  
Chairman

ATTEST:

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Gwynn G. Bartlett, Secretary / Treasurer

**Affidavit of Publication**

THE STATE OF WYOMING,

COUNTY OF CONVERSE

I, Matt Adelman do solemnly swear that I am the publisher of THE GLENROCK INDEPENDENT, a weekly newspaper of general circulation, published weekly at Douglas, Converse County, Wyoming that the notice attached, and which is part of the affidavit and a part of the proof of publication of legal

**Legal #2826  
Converse County Human Resource Committee  
Community Block Grant Program**

was published in said newspaper 1 time, the first publication having been made on the 14<sup>th</sup> day of May, 2015 and the last publication on the 14<sup>th</sup> day of May, 2015. Notice was published in the regular and entire issue of every number of said paper during the period of time of publication, and that the notice was published in the newspaper proper, and not in a supplement.

In testimony whereof, I have hereunto set my hand this 15<sup>th</sup> day of May, 2015.

Signed Matt Adelman

**Fees: Billed In Douglas**

Subscribed and sworn to before me this 15<sup>th</sup> day of May, 2015. My commission expires 01/06/19.

Dana M Harris  
Notary Public



**Community Block Grant...**  
The Community Services Block Grant Program invites any interested parties to attend the May 19th Board meeting to be held in Douglas at the United Congregational Church of Christ, 405 North 6th Street. The meeting will start at 4:30 pm. Input is welcome from the public for the development of the FFY2016 grant cycle. Should you have questions please contact Bob Shinmori at 351-1222.  
Publish: May 14, 2015 2826

**CSBG April Board Meeting**

**Congregational Church**

**May 19, 2015**

**4:30pm**

- I. Approval of Agenda**
- II. Approval of Minutes from March**
- III. Public comments FFY2016**
- IV. Financial report**
  - a. Cumulative spreadsheet
  - b. HRC financial report
  - c. Received last quarter installment from the City
- V. Case Manager report**
  - a. Intakes stepping up
  - b. Utility requests up
  - c. Pitch to County and City 4/22
  - d. Presentations
    - i. Interview done w/ Teri at Church 5/3
    - ii. Presentation to Coalition 5/12
    - iii. Arranging info meeting w/ P/P
  - e. Financial class sessions completed
    - i. Will be scheduling again for the first part of summer months
  - f. Other
- VI. Old Business**
  - a. State site visit July 8 still scheduled
  - b. cmTool webinar done and training scheduled on 5/14
  - c. Resource directory being edited
  - d. Other
- VII. New Business**
  - a. Assessment
    - i. Case manager can complete and get Board approval
  - b. Grant being drafted
    - i. Recommend increase Helping Hearts award to \$3500 for next year
    - ii. Working w/ org on data, reporting, etc.
  - c. Case reviews
  - d. Other
- VIII. Adjourn**
  - a. Next meeting June 16, 4:30pm, Glenrock

CSBG May Board Meeting  
Congregational Church  
May 19, 2015  
4:30pm

**Attendance:** Linda Fargen, Sharon Kilmer, Leroy Kingery, Laurie Seipel and Case Manager Bob Shinmori.

**The meeting was called to order at 4:45 pm by Leroy.**

- I. **Approval of Agenda-Motion to approve by Sharon, seconded by Linda. Motion passed unanimously.**
- II. **Approval of Minutes from March-No corrections or additions noted. Motion to approve by Laurie, seconded by Linda. Motion passed unanimously.**
- III. **Public comments FFY2016-No attendees from the public were present at this meeting. Bob submitted to the board a letter from Helping Hearts, Inc. requesting an increase in grant funding to \$3500 from their current funding of \$3000.**
- IV. **Financial report**
  - a. **Cumulative spreadsheet-Reviewed**
  - b. **HRC financial report-Reviewed**
  - c. **Received last quarter installment from the City of Douglas.**
- V. **Case Manager report**
  - a. **Intakes stepping up**
  - b. **Utility requests up**
  - c. **Pitch to County and City 4/22-Bob noted that the funding from Glenrock may be decreased this year.**
  - d. **Presentations**
    - i. **Interview done w/ Teri at Church 5/3-Teri asked Bob to do a presentation about CSBG and its purpose and activities to church members on this date, which he did.**
    - ii. **Presentation to Coalition 5/12**
    - iii. **Arranging info meeting w/ P/P**
  - e. **Financial class sessions completed**
    - i. **Will be scheduling again for the first part of summer months**
  - f. **Other**
- VI. **Old Business**
  - a. **State site visit July 8 still scheduled**
  - b. **cmTool webinar done and training scheduled on 5/14-Bob attended and submitted comments about the difficulties of recording and later accessing information that had been entered.**
  - c. **Resource directory being edited-Providers will be grouped by their services offered.**
  - d. **Other**
- VII. **New Business**
  - a. **Assessment**
    - i. **Case manager can complete and get Board approval-Bob reported on some of the areas that the Board needs to address. There is no written strategic plan on the future use of grant funds or the focus of services, and the Board will**

**work on this. Other areas that need to be addressed by the Board were discussed, and will be completed at a future meeting.**

- b. Grant being drafted
  - i. Recommend increase Helping Hearts award to \$3500 for next year- The request for increased funds was discussed . Bob also requested that the last grant installment to Helping Hearts be paid to them early. Motion to approve by Laurie, seconded by Linda. Motion passed unanimously.
  - ii. Working w/ org on data, reporting, etc.
- c. Case reviews
- d. Other

**VIII. Adjourn—Motion by Linda, seconded by Laurie. Motion passed. Adjourned at 6:05pm**

- a. Next meeting June 16, 4:30pm, Glenrock

**CROOK COUNTY COUNCIL OF COUNTY SERVICES**

**PUBLIC HEARING ON THE FY2016 COMMUNITY SERVICE BLOCK GRANT**

**July 2, 2015**

**AGENDA**

**WELCOME and INTRODUCTIONS**

**WHAT IS THE CSBG GRANT**

**HOW CSBG MONIES ARE DISPERSED**

**BUDGET PRESENTATION and ALLOCATION OF MONEY IN CROOK  
COUNTY**

**ATTENDEE INPUT and RECOMMENDATIONS**

**ADJOURNMENT**

---

**PUBLIC HEARING**

**PUBLIC HEARING NOTICE**

**Public Notice**

A Public Hearing for input of allocation of Community Services Block Grant, CSBG funding, will be held at the Council County Services Food Pantry on July 2nd, 2015 at 12:00 PM.

Publish: June 25, 2015

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**CROOK COUNTY COUNCIL OF COUNTY SERVICES**  
**PUBLIC HEARING ON THE FY2016 COMMUNITY SERVICE BLOCK GRANT**

**July 2, 2015**

**ATTENDANCE**

1. Robby Bernard
2. Jana McLean
3. Bonita Carlson
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**CROOK COUNTY COUNCIL OF COUNTY SERVICES  
PUBLIC HEARING ON THE FY2016 COMMUNITY SERVICE BLOCK GRANT**

**July 2, 2015**

**MINUTES**

**Crook County Council of County Services held an informal public hearing on July 2, 2015 at 12:00 PM to receive public input for allocation of CSBG grant funding for FY 2016.**

**The proposed FY 2016 budget was explained. Bonita Carlson, Board President, discussed what CSBG funding is used for and how monies are dispersed.**

**No recommendations were given by persons in attendance.**

**The meeting was adjourned at 12:30 PM.**

**Respectfully Submitted,**

  
**Bonita Carlson, Board President**



**Jana McLean, Board Treasurer**

# AFFIDAVIT OF PUBLICATION

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

I, Steven R. Peck, do solemnly affirm that I am the Publisher of THE LANDER JOURNAL, a semi-weekly paper of general circulation, published two times a week at Riverton, Fremont County, Wyoming, that the notice attached hereto and which is a part of this affidavit, was published in said newspaper for 1 consecutive weeks (issues) the first publication having been on the 27th of May, A.D., 2015, and the last publication on the 27th of May, A.D., 2015, that said notice was published in the regular and the entire issue of every number of the paper during the period and times of publication, and that the notice was published in the newspaper and not in a supplement.

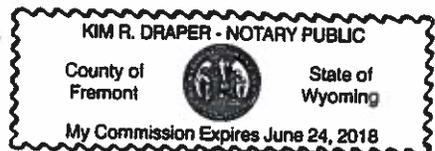
*Steven R. Peck*

Subscribed in my presence and affirmed to before me this 27th day of May, A. D., 2015.

*[Signature]*

Notary Public.

My commission expires on the 24th day of June, A.D., 2018.



### PUBLIC HEARING NOTICE

The Fremont County Association of Governments in conjunction with the Fremont County Action Committee Board of Directors will hold a public hearing as follows:

DATE: Thursday, June 4, 2015  
TIME: 11:00 a.m.  
PLACE: Fremont County Association of Governments  
205 S. Broadway Avenue  
Riverton, Wyoming 82501

The purpose of this hearing is to receive public comment concerning the allocation of a Community Service Block Grant in the amount of \$303,772 for the Federal Fiscal Year 2015-2016 plus an additional \$50,000 for programs to serve all low-income persons residing on the Wind River Reservation, with the exception of Northern Arapaho Tribal Members who received a Federal CSBG allocation and have chosen to provide services separately from Wyoming CSBG.

PUB: Lander Journal  
May 27, 2015

Pamela Canham, Administrator  
Fremont County Association of Governments

# AFFIDAVIT OF PUBLICATION

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

I, Steven R. Peck, do solemnly affirm that I am the Publisher of THE RANGER, a daily paper of general circulation, published five times a week at Riverton, Fremont County, Wyoming, that the notice attached hereto and which is a part of this affidavit, was published in said newspaper for 1 consecutive weeks (issues) the first publication having been on the 3rd of May, A.D., 2015, and the last publication on the 3rd of May, A.D., 2015, that said notice was published in the regular and the entire issue of every number of the paper during the period and times of publication, and that the notice was published in the newspaper and not in a supplement.

Steven R. Peck

Subscribed in my presence and affirmed to before me this 3rd day of May, A. D., 2015.

[Signature]

Notary Public.

My commission expires on the 24th day of June, A.D., 2018.



**PUBLIC NOTICE**  
**TO: All Organizations and Agencies Serving Low Income Persons in Fremont County.**

Applications for Community Services Block Grant (CSBG) funds are now being accepted at the Fremont County Association of Governments Office at 205 S. Broadway, Riverton, WY 82501. Eligible programs must be designed to eliminate poverty, provide emergency assistance to the needy, including the elderly and other closely related activities. Funds provided under this program must be used for low income persons. CSBG funds may not be used to supplant funds from other sources. There is \$303,772 available.

There is also \$50,000 for programs to serve all low-income persons residing on the Wind River Reservation, with the exception of Northern Arapaho Tribal Members who received a Federal CSBG allocation and have chosen to provide services separately from Wyoming CSBG.

Anyone interested in applying for CSBG funds should contact Pamela Canham at 856-5033 for an application. Application deadline is Tuesday, May 26, 2015. Grant year is from October 1, 2015 to September 30, 2016.

PUB: The Ranger  
May 3, 2015

### **Public Hearing Notice**

The Fremont County Association of Governments in conjunction with the Fremont County Action Committee Board of Directors will hold a public hearing as follows:

**DATE:** Thursday, June 4, 2015

**TIME:** 11:00 a.m.

**PLACE:** Fremont County Association of Governments  
205 S. Broadway Avenue  
Riverton, Wyoming 82501

The purpose of this hearing is to receive public comment concerning the allocation of a Community Service Block Grant in the amount of \$303,772 for the Federal Fiscal Year 2015-2016 plus an additional \$50,000 for programs to serve all low-income persons residing on the Wind River Reservation, with the exception of Northern Arapaho Tribal Members who received a Federal CSBG allocation and have chosen to provide services separately from Wyoming CSBG.

Pamela Canham, Administrator  
Fremont County Association of Governments



## **AGENDA**

**Fremont County Action Committee  
CSBG FFY 2016 Public Hearing  
205 South Broadway  
Riverton, WY 82501**

**11:00 am Thursday, June 4, 2015**

- 1. Introduction and Explanation of CSBG Funding**
- 2. 2015 Community Needs Assessment**
- 3. Description of applicant agencies, programs and funding requests**
  - A. Discussion of funding allocations**
- 4. Adjourn Meeting**

**MINUTES**

**Fremont County Action Committee  
CSBG FY 2016 Public Hearing  
205 South Broadway  
Riverton, WY 82501**

**11:00 am Thursday, June 4, 2015**

**Kent Moss, Board Coordinator for the Fremont County Action Committee was the only person in attendance at the Public Hearing.**

**AFFIDAVIT OF PUBLICATION**

STATE OF WYOMING )  
 ) SS.  
County of Johnson )

**Public Notice**

**NOTICE OF PUBLIC HEARING**

Date: June 29, 2015  
Time: 5:30pm  
Location: Bomber Mountain Civic Center 63 N. Burritt, Room 108, Buffalo, WY 82834  
The public is hereby notified that at the time and place indicated above, the Community Resource Center of Johnson County Tripartite Board will review and award Community Service Block Grant funds for FFY 2016. All applicants are required to attend to present their requests for funding and the public is invited to attend to offer discussion of funding distribution.

Publish: June 11, 18, 2015 15-0156

I Robert H. Hicks, of the Buffalo Bulletin, a newspaper of general circulation, published every week at Buffalo, Wyoming, do solemnly swear that the notice attached hereto and which is a part of this affidavit, was published for two (2) week(s) in said newspaper. The first publication having been made in the issue for the week of **June 11, 2015** and that said notice appeared in the regular issue of said newspaper.

In Witness Whereof, I have here unto set my hand this 18th day of June, 2015.



Subscribed and sworn to before me this 18th day of June, 2015.

Talma E. Teigen  
Notary Public





*Community Resource Center  
of Johnson County*

**Community Service Block Grant  
Tripartite Board Public Hearing Agenda**

**June 29, 2015**

**5:30pm**

**Bomber Mountain Civic Center**

**AGENDA**

**Public Hearing:**

- A. Applicants present requests for CSBG funding
- B. Board entertains any public comments
- B. Board reviews applications
- C. Board votes on funding awards

Adjourn

**Next Board Meeting: Wednesday, July 15<sup>th</sup>, Bomber Mountain Civic Center, 11:30 a.m. – 12:30 p.m.**



**Community Resource Center**

**CSBG TRIPARTITE BOARD MEETING SIGN-IN**

Monday June 29, 2015

1. *Eddie LaBran*
2. *Tuesday Jones*
3. *Joseph D. Jones*
4. *Renee Greenough*
5. *Joni Greenough*
6. *Adelaide Wier*
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
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19. \_\_\_\_\_
20. \_\_\_\_\_





## *Community Resource Center of Johnson County*

**Johnson County Tripartite Board  
Community Service Block Grant  
Public Hearing  
Bomber Mountain Civic Center  
63 N. Burritt, Room #108  
Buffalo, WY 82834  
June 29, 2015**

### **Present**

Edie Taffner, Troy Stone, Linda Greenough, Tucker Ruby, Toni Cervenka, Adelaide Wilson

The Vice-Chairman called the meeting to order at 5:33 pm.

### **Applicant Presentations**

Child Advocacy Services of the Big Horns, presented by Susan Carr.

Amount requested is \$13,000.00 to continue providing visitation services for children and non-custodial parents in Johnson County and to support a new program that works with never married, low income parents providing education on co-parenting, offering binding mediation.

Family Crisis Center, presented by Dawn Branaman.

Amount requested is \$10,000.00 to provide aid to low-income families facing financial hardships and assist these families in becoming economically self-sufficient providing emergency assistance to cover rent and utilities on a one-time basis. Support victims of domestic violence and sexual assault with relocation assistance and general support. With a small portion of the grant funding requested being utilized to defray administrative costs.

Buffalo Senior Center, presented by A.J. Mock.

Amount requested is for \$6,000.00 to help fund one position in Kaycee, Wyoming for in-home respite care for seniors including homemaking, personal care, and chore services. A goal is to add another position to assist with this work.

Johnson County Family YMCA, presented by Michael Quast.

Amount request is \$9885.00 to help expand the YMCA's financial assistance programs for eligible persons who need help with memberships or to defray the cost of youth programs for

eligible children ages pre-k through 12<sup>th</sup> grade, cardiac rehabilitation and supporting a focus on health and wellness.

Johnson County Tripartite Board, presented by Toni Cervenka.  
Amount requested is \$3,712 for managing the Community Service Block Grant.

### **Public Comments**

There were no attendees to offer public comments.

### **Board Decision & Vote**

The decision of the board was to award funds to all organizations attending the meeting. The chairman requested a motion to award funding to all organizations attending the meeting with an award amount of \$9,228 for the Child Advocacy Services of the Big Horns; \$8,000 for the Family Crisis Center; \$6,000 for the Buffalo Senior Center and \$6,000 for the Johnson County Family YMCA. Tucker Ruby moved to award funding to the organizations present with \$9,228 for the Child Advocacy Services of the Big Horns; \$8,000 for the Family Crisis Center; \$6,000 for the Buffalo Senior Center and \$6,000 for the Johnson County Family YMCA of original amount requested. Linda Greenough and Edie Taffner seconded. Motion passed.

Meeting adjourned at 6:25 pm.

**Proof of Publication**

THE STATE OF WYOMING )  
County of Laramie ) ss.

**AFFIDAVIT**

L.D. Catalano of said County of Laramie, being first duly sworn, deposes and says that he is Controller; or Faith Vroman, of said County of Laramie, being first duly sworn, deposes and says that she is the Office Manager of the

**Wyoming Tribune-Eagle**

a newspaper printed and published in said County and State, and in the Capitol of said State; that the notice of which the annexed is a true copy, has been published in the said newspaper.

for One  
Times, to wit:  
June 22, 2015

and that the first publication of said notice was made in said paper bearing date

June 22, \_\_\_\_\_ A.D. 20 15

and that the last publication of said notice was made in said paper bearing date

June 22, \_\_\_\_\_ A.D. 20 15

Subscribed in my presence and sworn to before me by the aforesaid L.D. Catalano, Controller or Faith Vroman, Office Manager.

this 23rd

Day of June, 20 15

My commission expires:

August 31, 2017

[Signature]  
Notary Public

**PUBLIC NOTICE**  
Community Action of Laramie County Inc. will hold a Public Hearing on Tuesday, June 29, 2015, at 12:00 p.m. at 211 W. 19th, regarding the Community Services Block Grant (CSBG) Community Action Plan. Public comment is invited. The CSBG Community Action Plan is available for public review at Community Action of Laramie County, Inc., 211 W. 19th, during regular business hours. This information is available in alternative forms, if reasonable accommodations are required, contact Community Action at 635-9291.  
June 22, 2015

## **CSBG Public Hearing**

### **AGENDA**

- 1. CSBG Plan**
- 2. Needs Assessment Results**
- 3. Priorities**



Community Action of Laramie County, Inc.  
211 W. 19th Street  
Cheyenne, WY 82001  
(307)635-9291  
Fax (307)638-4442  
[www.calc.net](http://www.calc.net)

# Community Service Block Grant 2015 Public Hearing Sign-In Sheet

Name	Time In	Time Out
1. <u>Shadrick Jones</u> <i>Shadrick Jones</i>	<u>12:00 PM</u>	<u>12:15 PM</u>
2. <u>Mary Benz</u>	<u>12:00 PM</u>	<u>12:15 PM</u>
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____
14. _____	_____	_____
15. _____	_____	_____



**Community Action of Laramie County, Inc.**  
200 West 17th. Street, Suite 210  
Cheyenne, WY 82001  
(307) 635-9291  
Fax (307) 638-4442  
[www.calc.net](http://www.calc.net)

**Community Action of Laramie County**  
**Public Meeting-Community Development Block Grant**  
**June, 29 1015 – 211 W. 19<sup>th</sup> Street 12:00 p.m.**

**MINUTES**

**Attendees:**

**Mary Benz, Executive Director Community Action of Laramie County**

**Shadrick Jones, Self Sufficiency Program Manager**

**The meeting was called to order at 12:00 .m. and adjourned and 12:15 p.m. with no public comment.**

Joseph Exchange

Casper Star-Tribune

Monday, June 8, 2015

091 Advertisement

**Public Notice**

Community Action Partnership of Natrona County will hold a public hearing for the purpose of obtaining input on the use of Community Service Block Grant (CSBG) funds in Natrona County for FFY 2018 Community Action Plan beginning October 1, 2015. The hearing will be held on June 10, 2015 at noon in the Community Action Partnership Conference Room, 800 Warner Ct., Suite 201, Casper. For further information please contact Brenda Eickhoff at 232-0124.

Published: June 8, 2015  
Legal No. 998028

## **CSBG Public Hearing Agenda**

**June 10, 2015, 12 PM**

### **Community Action Partnership of Natrona County Conference Room**

- A. Review Needs Assessment -- Conducted 2014
  - a. Changes
  - b. Additions
- B. Review 2014 PIT Data
- C. Review Current Status of Wyoming CoC
- D. Review CoC Ten Year Plan
- E. Review CAPNC 2016 CSBG Plan
- F. Comment Period



**Minutes**  
**CSBG Public Hearing**  
**June 10, 2015**

The public hearing was called to order by Brenda Eickhoff, Community Action Partnership of Natrona County Executive Director at 12 PM on June 10, 2015.

Ms. Eickhoff began the hearing with a review of the 2014 Needs Assessment. She outlined the need rankings: health (41%), housing (40%), employment (35%), transportation (30%), use of income (25%), nutrition (23%), and education (13%). Ms. Eickhoff then reviewed the demographic data that was gathered in the needs assessment, including age, gender, race, and education level.

Ms. Eickhoff reviewed the 2014 Point In Time Data, discussion differences in sheltered and unsheltered. She also discussed that doubled up families are not included in the count.

Ms. Eickhoff handed out copies of the CoC 10 year plan to end homelessness. The goals and progress toward goals were reviewed. Ms. Eickhoff encouraged membership in the Wyoming Homeless Collaborative and participation in the committees.

Ms. Eickhoff reviewed the plan outlined in the CSBG plan for FFY 2016. The current plan will address all of the six national goals. The CSBG funds will be used primarily to address housing and transportation. Mother Seton House will be included in the application again this year to support their transitional housing services for single parent families. In addition to housing the CSBG funds will be used for utility food assistance, transportation assistance, emergency medical care (primarily prescriptions) and financial education. Although health was the number one concern, we will work to support current efforts with Healthcare for the Homeless and Community Health Center of Central Wyoming to determine where the gaps are with these resources which causes this to be ranked as the highest need. Ms. Eickhoff closed with a note on nutrition. It was ranked higher in the 2011 needs assessment than in the 2014 needs assessment. The collaborative work of the community over the last three years has allowed us to close the gap addressing nutrition needs.

The hearing was adjourned at 12:40 pm.





AFFIDAVIT OF PUBLICATION

THE STATE OF WYOMING  
SS  
COUNTY OF GOSHEN

I, Timi Wood, being first duly sworn,  
Depose that I am a representative of the  
Torrington Telegram, a legal newspaper  
Of general circulation in Goshen County,  
Wyoming and printed and published in the

English language twice a week at Torrington  
In said county and state: GOSHEN,  
WYOMING

That the Torrington Telegram has been  
Regularly and consecutively published for  
More than fifty-two weeks prior to the first  
Publication of the notice hereof;

That the Legal Notice regarding

LE 5598

A copy of which is hereto attached and forms  
A part of this affidavit, was published in the  
Torrington Telegram for 1 bi-weekly  
Issues of the following dates, to-wit:

AUG 5, 2015

And that the said notice was published in the  
Regular and entire issue of said Torrington  
Telegram for said above date, and in the  
Newspaper proper and not in a supplement  
Thereof.

Timi Wood

Subscribed in my presence and sworn to before  
Me at Torrington, Wyo. On this, the  
Day of Aug 5, 2015.

Jean Good

Jean Good, Notary Public



**PUBLIC NOTICE**

**NOTICE OF PUBLIC HEARING**

NOWCAP will be holding a Public Hearing regarding the use of the Community Service Block Grant (CSBG) FFY 2016 allocations on August 11, 2015 at 1:00 pm. The hearing will be held in the Conference Room at 500 15 Mile Road, Worland, WY 82401. Anyone interested in participating by phone should contact Joe Stolns at 1 (800) 442-2958 by 5:00 pm on August 10, 2015 to make arrangements.

Northwest Community Action Programs of Wyoming, Inc.  
PO Drawer 158  
Worland, WY 82401

Public Notice No. 5598 published in the Torrington Telegram August 5, 2015.

NOTICE OF PUBLIC HEARING

NOWCAP will be holding a Public Hearing regarding the use of the Community Service Block Grant (CSBG) FFY 2016 allocations on August 11, 2015 at 1:00 pm. The hearing will be held in the Conference Room at 500 15 Mile Road, Worland, WY 82401. Anyone interested in participating by phone should contact Joe Stolns at 1 (800) 442-2958 by 5:00 pm on August 10, 2015 to make arrangements.

Northwest Community Action Programs of Wyoming, Inc. PO Drawer 158 Worland, WY 82401

Pub. Aug. 6, 2015

No. 7577

STATE OF WYOMING )
) ss.
COUNTY OF HOT SPRINGS )

I, Cara Love, do solemnly swear that as duly qualified and appointed publisher of the Thermopolis Independent Record, a weekly newspaper of general circulation published once each week at Thermopolis, Hot Springs County, Wyoming, that the notice attached hereto and which is a part of this affidavit, was published in said newspaper for \_\_\_ consecutive weeks, the first publication having been made on the 6 day of August A.D. 2015, and the last publication on the \_\_\_ day of \_\_\_ A.D. 20\_\_ and that said notice was published in the regular and entire issue of every number of the newspaper during the period and times of publication, and that the notice was published in the newspaper proper and not in a supplement.

[Handwritten signature of Cara Love]

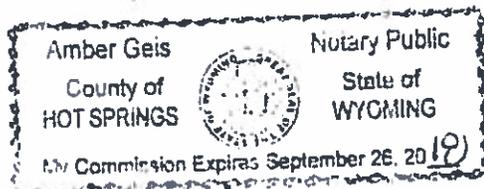
Publisher

Subscribed in my presence and sworn to before me this 7 day of August 20 15.

My commission expires on the 26 day of September 20 18.

[Handwritten signature of Amber Geis]

NOTARY PUBLIC



AFFIDAVIT OF PUBLICATION

THE STATE OF WYOMING  
§  
COUNTY OF NIOBRARA

I, Tom Bartelt, being first duly sworn, depose that I am a representative of The Lusk Herald, a legal newspaper of general circulation in Niobrara County, Wyoming, and printed and published in the English language once a week at Lusk, in said county and state: NIOBRARA, WYOMING

That The Lusk Herald has been regularly and consecutively published for more than fifty-two weeks prior to the first publication of the notice hereof; That the Legal Notice regarding Public Notice No. 4540

a copy of which is hereto attached and forms a part of this affidavit, was published in The Lusk Herald for 1 weekly issue(s) of the following date(s), to-wit:

August 5, 2015

And that the said notice was published in the regular and entire issue of said Lusk Herald for said above date, and in the newspaper proper and not in a supplement thereof.

Tom Bartelt

Subscribed in my presence and sworn to before me at Lusk, Wyo., on this, the 14<sup>th</sup> day of August, 2015.

Cassandra Rissler  
Notary Public

**PUBLIC NOTICE**

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**NOTICE OF PUBLIC HEARING**

NOWCAP will be holding a Public Hearing regarding the use of the Community Service Block Grant (CSBG) FFY 2016 allocations on August 11, 2015 at 1:00 p.m. The hearing will be held in the Conference Room at 500 15 Mile Road, Worland, WY 82401. Anyone interested in participating by phone should contact Joe Stoins at 1 (800) 442-2958 by 5:00 pm on August 10, 2015 to make arrangements.

Northwest Community Action Programs of Wyoming, Inc.  
PO Drawer 158  
Worland, WY 82401  
Public Notice No. 4540 Publish in The Lusk Herald on August 5, 2015.



# Affidavit of Publication

STATE OF WYOMING )  
 ) s.s.  
COUNTY OF WASHAKIE )

I, Karla Pomeroy

Do solemnly swear that I am Editor  
of "THE NORTHERN WYOMING DAILY NEWS -  
WORLAND GRIT - WYOMING NEWS - WASHAKIE  
SIGNAL FIRE," a daily newspaper of general circulation,  
published daily at Worland, Washakie County, State of  
Wyoming; that the notice attached hereto, and which is a part  
of this affidavit and part of the proof of:

## PUBLIC NOTICE

### NOTICE OF PUBLIC HEARING

NOWCAP will be holding a Public Hearing regarding the use of the Community Service Block Grant (CSBG) FFY 2016 allocations on August 11, 2015 at 1:00 pm. The hearing will be held in the Conference Room at 500 15 Mile Road, Worland, WY 82401. Anyone interested in participating by phone should contact Joe Stolns at 1 (800) 442-2958 by 5:00 pm on August 10, 2015 to make arrangements.

Northwest Community Action Programs of Wyoming, Inc.  
PO Drawer 158  
Worland, WY 82401

August 5, 2015

NOWCAP Public Hearing regarding  
the use of the Community Service  
Block Grant FFY 2016 allocations.

was published in said newspaper for 1 consecutive  
weeks, the first publication having been made on the

5th day of August, 20 15,

and the last publication on the 5th day of

August, 20 15

that said notice was published in the regular and entire issues  
of the paper during the period and time of publication and that  
the notice was published in the newspaper proper and not in a  
supplement.

IN WITNESS WHEREOF, I have hereunto set my hand this

7th day of August, 20 15

Karla Pomeroy  
Editor  
Subscribed and sworn to before me this 7th day

of August, 20 15

My commission expires on the 6th day of May

2019  
Jeanette Maya  
Notary Public



# Affidavit Proof of Publication

I, Robert A. Bonnar do solemnly swear that I am Editor of the *News Letter Journal*, a newspaper of general circulation, printed and published each week at Newcastle, County of Weston, State of Wyoming; that the advertisement hereto attached, and which has been made a part of the affidavit, and a part of the proof of publication:

Hearing Notice  
Notice of Public Hearing  
NOWCAP

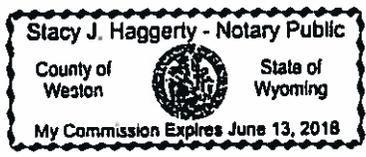
Advertisement was printed the first having been Printed and made in said newspaper August 6, 2015

That said advertisement was printed and published in the newspaper proper and not a supplement Subscribed and sworn before me on the 6th day of August 2015

Editor 

Notary Public 

Commission Expires: June 13, 2018



## Hearing Notice

### NOTICE OF PUBLIC HEARING

NOWCAP will be holding a Public Hearing regarding the use of the Community Service Block Grant (CSBG) FFY 2016 allocations on August 11, 2015 at 1:00 p.m. The hearing will be held in the Conference Room at 500 15 Mile Road, Worland, WY 82401. Anyone interested in participating by phone should contact Joe Stoins at 1(800)442-2958 by 5:00 p.m. on August 10, 2015 to make arrangements.

Northwest Community Action Programs of Wyoming, Inc.  
PO Drawer 158  
Worland, WY 82401

(Publish August 6, 2015)

# NOWCAP

P.O. Drawer 158  
Worland, WY 82401  
(307) 347-6185

NORTHWEST COMMUNITY ACTION PROGRAMS OF WYOMING, INC.

## **NOWCAP CSBG Public Hearing Agenda**

**Public Hearing of August 11, 2015 at NOWCAP Administration Office**

- I. HEARING OF PERSONS DESIRING TO SPEAK TO ISSUES  
CONCERNING THE COMMUNITY SERVICE BLOCK GRANT**
  - A. Big Horn County**
  - B. Goshen County**
  - C. Hot Springs County**
  - D. Niobrara County**
  - E. Washakie County**
  - F. Weston County**
  
- II. SUMMARY OF ISSUES**

# NOWCAP

P.O. Drawer 158  
Worland, WY 82401  
(307) 347-6185

NORTHWEST COMMUNITY ACTION PROGRAMS OF WYOMING, INC.

## NOWCAP CSBG PUBLIC HEARING

Meeting Date: August 11, 2015

Name	County
J. Matten	Nowcap
E. Stone	"

**MINUTES  
of the  
NOWCAP CSBG Public Hearing**

**August 11 2015**

**I. PRELIMINARY**

**A. Call to Order**

- 1. The meeting was called to order at 1:00 p.m.**

**B. Roll Call**

- 1. Big Horn County - No one showed**
- 2. Goshen County - No one showed**
- 3. Hot Springs County - No one showed**
- 4. Niobrara County - No one showed**
- 5. Washakie County - No one showed**
- 6. Weston County - No one showed**

**II. ADJOURNMENT**

# PUBLIC NOTICE

## Notice of Funding Availability & Request for Proposals

### Community Services Block Grant Program FFY 2016

The Yellowstone Country Assistance Network is accepting applications for funding under the FY 2016 Community Services Block Grant [CSBG] Program, authorized under Public Law 97-35 [Section 675(c) and (4)]. CSBG program funds in the amount of \$139,962.00 are available on a competitive application process to community-based organizations operating within Park County to improve the conditions of poverty. Areas of service include: education, emergency services, employment, health, housing, income management, linkages, nutrition, and self-sufficiency. Please see the CSBG Grant Eligible Projects form on our website for a detailed description of eligible projects.

Services/Programs funded with FY 2016 CSBG funds may be provided only to eligible residents of Park County (families and individuals with household incomes that do not exceed 125% of the federal poverty level) during the period October 1, 2015 through September 30, 2016. Applications for funding are electronic and only available on our website at [ycanwyoming.com](http://ycanwyoming.com). Each agency must submit two copies of the service provider application by mail, including two copies of all required documentation, and one copy of the service provider application by email to [ycan@tctwest.net](mailto:ycan@tctwest.net). For any questions, our staff will be providing technical assistance the week of May 11-15 by calling 754-2073.

Applications are due by 6:00 PM on Wednesday May 20, 2016. No incomplete applications will be accepted. Applications must be received, not postmarked, at the following address by this time:

**YCAN, PO Box 600, Basin, Wyoming 82410**

**ATTN: CSBG 2016 Applications**

A Public Hearing and Board Meeting to determine CSBG funding for Park County will be held on Wednesday, May 27th at 6:00pm at the Park County Library.

Notice of Funding Availability &  
Request for Proposals

**Community Services  
Block Grant Program FFY 2016**

The Yellowstone Country Assistance Network is accepting applications for funding under the FY 2016 Community Services Block Grant [CSBG] Program, authorized under Public Law 97-35[Section 675(c) and (4)]. CSBG program funds in the amount of **\$139,962.00** are available on a competitive application process to community-based organizations operating within Park County to improve the conditions of poverty. Areas of service include: education, emergency services, employment, health, housing, income management, linkages, nutrition, and self-sufficiency. Please see the CSBG Grant Eligible Projects form on our website for a detailed description of eligible projects.

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YCAN  
PO Box 600  
Basin, Wyoming 82410  
ATTN: CSBG 2016 Applications

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# PUBLIC HEARING

## COMMUNITY SERVICES BLOCK GRANT 2016



# MAY 27, 2015 AT 6PM

**Park County Library Grizzly Room at 6:00 pm**

### Community Services Block Grant

The Yellowstone Country Assistance Network would like to invite the community to our May 27, 2015 Public Hearing to determine funding for the CSBG Block Grant in Park County. All projects work with the low-income population in Park County and work to alleviate poverty in the County. Community Input is very valuable the Board when determining the use of funding in Park County.



**Your Opinion  
Matters to Us.**

**Help Fund Services  
that matter to your  
family.**

**Refreshments will  
be served.**

**Agencies who applied:  
Crisis Intervention,  
Northwest Wyoming  
Family Planning, Court  
Appointed Special  
Advocates (CASA),  
Harvest Church**

**Building  
Communities One  
Life at a Time.**

**YCAN**

307-754-2073

Email: [ycan@tctwest.net](mailto:ycan@tctwest.net)

**YCANWYOMING.COM**

Park County Library

Grizzly Room

6:00 pm

# Public Hearing Agenda

For Fiscal Year 2016 Park County was allocated **\$139,962.00** in Community Services Block Grant Funds. On April 21, 2015 the current Park County CSBG subcontractors and possible community partners were emailed the FFY 2016 CSBG Grant Application and instructions. A Public Notice of Funding Availability was placed in both the Cody Enterprise and Powell Tribune. The Public Notices ran on April 23, April 28, and April 30 2015, for a total of four publishing's. The application was posted on the Yellowstone Country Assistance website at [ycanwyoming.com](http://ycanwyoming.com). The application deadline was May 20, 2015 at 6:00pm. All applications that were submitted to Yellowstone Country Assistance Network by were submitted via email to all Board Members for review.

Priority Rankings for 2016 CSBG Funding are listed by the importance of service category for the low-income, but the ranking does not necessary determine the award amount, as some projects have higher costs to operate.

- 1) Income Management
- 2) Housing
- 3) Health
- 4) Nutrition
- 5) Education
- 6) Employment
- 7) Linkages
- 8) Self-Sufficiency
- 9) Emergency Services (Emergency Services should always be used as a last resort)

All CSBG Grant applications are submitted on a competitive basis. Grants that were complete and submitted by the deadline will be reviewed by the board of directors at tonight's hearing.

# Public Hearing Sign-In Sheet

**Project:** Park County Community Service Block Grant  
 Public Hearing/Board Meeting

**Meeting Date:** May 27, 2015

**Facilitator:** Yellowstone Country Assistance  
 Network Board of Directors

**Place/Room:** Park County Library,  
 Grizzly Room

Name	Title	Agency or Community you represent	Phone	Signature
Michelle Gutierrez	Director	NWFP	527-5174	
Eden Kly	Director owner	CASA	899-5158	
Chuck Lancaster		Jubys	408-838-7010	
Arrol Tucker	Manager	Jubys	307-202-1208	
Brian Andrews	Director	Jubiler Tinner-Town	Minghies 272-3095	
Annem Scott	Board member	YCAN	351-4299	
Connie Zwick	Board	YCAN	578-2567	
Floyd E Young	Board	YCAN	202-1764	
Stan Wolfe	Board chair	YCAN	587-9886	
Julie Dunlap	Director member	YCAN	254-2601	
Duane Feick	Volunteer	Harvest Church		

**Yellowstone Country Assistance Network**

**Park County Library Grizzly Room**

**Wednesday May 27<sup>th</sup>, 2015 6:00 p.m.**

**Type of Meeting:** Public Hearing for CSBG 2016 Applications

**Meeting Facilitator:** Julie Dunlap, Executive Director

- I. Call to order
- II. Roll call, everyone in attendance please sign-in on the Public Hearing Sign-In Sheet.
- III. Review of any incomplete or late grant submissions.
- IV. 2016 Community Services Complete Grant Requests
  - 1) Yellowstone Country Assistance Network \$107,500.00
  - 2) Northwest Wyoming Family Planning \$4,000.00
  - 3) Crisis Intervention Services \$9,000.00
  - 4) Harvest Church \$6,000.00
  - 5) Court Appointed Special Advocates \$4,000.00

**Total CSBG 2016 Requests \$130,500.00**

**Amount remaining \$9462.00**

- V. 2016 Discretionary Community Services Complete Grant Requests

- 1) Yellowstone Country Assistance Network Discretionary for 2016 Park County Needs Assessment. To Be Determined by the Board.

**Total CSBG 2016 Discretionary Requests**

- 2) Applicant introductions and presentations
  - a) All 2016 Community Service Grant applicants may give a brief introduction of their agency and program in which they are applying for CSBG funds for. At the end of each presentation the Board and any community members present may ask

questions to the applicant. Applicants can be excused for the Public Hearing once they have presented.

**6:10pm Northwest Wyoming Family Planning**

**6:15pm Crisis Intervention Services**

**6:20pm Court Appointed Special Advocates**

**6:30pm Harvest Church**

3) **Community Input**

a) Any community members attending the Board Meeting are welcome to give their recommendations for 2016 CSBG funding allocations to the Board of Directors.

VI. **Board Review and approval of Community Services Block Grant applications.**

a) **Board Handout**

b) **Discussion and approval of grant applications.**

VII. **The YCAN Board of Directors will have the Executive Director notify all applicants of their decision via email.**

**Adjournment**

## **Yellowstone Country Assistance Network**

### **Public Hearing Minutes**

**May 27, 2015**

#### **Opening**

The Public Hearing of the Yellowstone Country Assistance Network was called to order at 6:05 pm on May 27, 2015 in Cody, Wyoming by Stan Wolz.

**Present:** Stan Wolz, Connie Zierke, Abby Scott, Floyd Young, Julie Dunlap, Lisa Peterman, Ellen Klum, Michelle Gutierrez, Chuck Lancaster, Carol Tucker, Brian Andrews, Duane Feick

**Absent:** Tracie Fernandez, Landon Greer, Whitney Maslak has stepped down from the Board her position is currently vacant pending appointment by the Park County Commissioners.

#### **Approval of Agenda**

The agenda was unanimously approved as distributed.

#### **Review of any incomplete or late CSBG applications for fiscal year 2016.**

There were no late or incomplete applications to review.

#### **2016 Community Services Block Grant Requests.**

Stan Wolz made a motion to approve Northwest Wyoming Family Planning's request for \$4000, Crisis Intervention's request for \$9000, Court Appointed Special Advocates request for \$4000, Harvest Church's request of \$6000 and Yellowstone Country Assistance Network's request for \$107,500 Grant Applications for review, Connie Zierke Seconded the motion the request was unanimously approved.

1. Lisa Peterman from Crisis Intervention Services spoke about the services provided by the agency. They have and transitional housing for Cody and an office and shelter that houses 15 people in Powell. The number of women coming to the shelter is down since they closed the shelter in Cody as people do not want to commute to work from the Powell Shelter. They serve all of Park County, but in the summer their numbers increase as they serve tourists at motels, campgrounds and Yellowstone National Park. Crisis Intervention has an Employment opportunities worker that helps clients get jobs and housing. They run 2 support groups for adults and 2 support groups for kids. They requested \$9000.00 from CSBG funds and anything more would help as their funding has been cut from all directions.

**Community Input:** Carol Tucker commented that Crisis Intervention has many volunteers that help with the program and pay out of pocket to help women with diapers and many other needs. She feels this is a very valuable program in Park County and felt they should be funded.

2. Ellen Klum from Court Appointed Special Advocates spoke about the services provided by CASA. They went from 30 kids in 2011 to 64 current cases. They are all volunteers and advocate for the children and the needs of abused and neglected children. They are now doing more and more supervised visits with children. The grant is for gas cards for volunteers that put on many miles traveling for the children they serve and CASA does not have the funds to pay mileage. Stan Wolz and Abby Scott are volunteers for CASA and praised Ellen for the work they do in the community on behalf of children. CASA's goal for CSBG 2015 was 55 clients and they are well over 100 as of April 2015.

**Community Input:** Carol Tucker commented that she was a CASA volunteer when it was ran by Crisis Intervention and the program was very valuable to the community and should also be funded.

3. Michelle Gutierrez spoke about the services offered at Northwest Wyoming Family Planning their main goal is stressing prevention. They do STD testing, HIV/AIDS testing, reproductive healthcare, annual women's exams. They also serve men about 5% of their clients are men.
4. Northwest Wyoming Family Planning is also interested in taking over the urgent healthcare voucher program for CSBG that was vacated by Park County Public Health for next year.
5. Duane Feick wrote the CSBG application for Harvest Church in Cody, Wyoming. Duane spoke about the project they started last year. Church members volunteered to work on trailers in Jubys trailer court in Cody last year spending about \$1000 in supplies. They would like to expand this project to do work on more trailers this fall. They requested \$6000 for supplies to work on 5-12 trailers depending on the work that needs to be done. All labor will be donated.

**Community Input:** Chuck Lancaster attended the meeting, his father-in-law is the owner of Jubys trailer court which has 70 trailers most from the 1960's. This community is where the poorest of the poor in Park County live. The rent in the trailer court is \$250.00 a month, and many of the trailers are in need of work. In the past few years ½ of all police calls for Cody, Wyoming were to Jubys. When Chuck took over managing the trailer park, the old manager was mishandling money, they had renters they didn't know was there. Chuck is working to turn things around and give the poor a safe place to live with a sense of respect and integrity. He has put his own money into fixing up the park and would like to see this program happen to increase the quality of life for the inhabitants.

**Community Input:** Carol Tucker is the new manager at Jubys and is now living there to help the people have a sense of pride. She is working with the inhabitants where the philosophy is "Poor a state of mind not the balance of your checkbook". They are working with tenants behind

on lot rent get caught up by doing work around the park to improve the quality of life for all of the inhabitants.

**Community Input:** Brian Andrews of Jubilee Ministries also lives in the Park and is working on a community center that includes a playground and safe place for the children in the park. They are working on breaking the cycle of poverty.

6. Julie Dunlap presented the Board with an updated version of the Emergency Services Policies and Procedures for the Park County CSBG 2016 grant. The Board reviewed the policies and procedures Floyd Young made a motion to adopt the Emergency Services Policies and Procedures for 2016, Abby Scott seconded the motion and the policies were unanimously adopted.

The Board was given a copy of a draft CSBG budget via email to review before the meeting. The Board reviewed the budget and added \$462.00 to the budget. The Board gave Julie Dunlap, the executive director a raise since she has not had one since 2011. Connie made a motion to pass the 2016 Yellowstone Country Assistance Network Budget, Floyd Young seconded the motion and the 2016 CSBG unanimously passed.

7. Connie Zierke made a motion to Yellowstone Country Assistance Network Board motion to accept the needs assessment required for CSBG fiscal year 2016. Abby seconded the motion and the Board unanimously accepted the needs assessment for fiscal year 2016 as a Federal Discretionary Project.

Julie Dunlap requested bids from Sheela Schermetzler and Corona Insights of Denver to complete the needs assessment on behalf of the Board. In the past Julie Dunlap has completed the needs assessment, but Julie said she didn't think she could do the assessment for any less than the bid from Sheela Schermetzler. Sheela submitted a complete bid to the Board which was reviewed, it came in at \$11,470.00. Julie had an in depth conversation with Kevin Raines at Corona Insights and discussed the type of work they do, they would complete very intense surveying with approximately 400 respondents that would give clear opinions on poverty for the county. They also do a key individual surveys in person. They are to submit a formal proposal by June 3, 2015 but the cost would be around \$28000.00. The Board also discussed the possibility of Julie Dunlap working on the survey. The Board felt the cost was not an issue for the assessment, but they felt the money needed to be kept in Wyoming and did not like the idea of using an out of state agency. The Board asked Julie to check the references on Sheela Schermetzler.

#### **Approval of CSBG Discretionary Funds Application for 2016**

Stan Wolz made a motion that if the references check out on Sheela Schermetzler the Board approves her proposal to conduct the Park County Low-Income Needs Assessment. Connie Zierke seconded the motion and the motion unanimously passed. The estimate amount will

be \$15,000.00 the Board will hold another Board meeting to finalize the discretionary application.

**Approval of CSBG Grant Applications for 2016**

The Board discussed the CSBG applications for CSBG 2016 and Stan Wolz made a motion to fund seven projects for Park County CSBG 2016: Northwest Wyoming Family Planning (family planning) project for \$4000.00 as requested. To fund Northwest Wyoming Family planning (urgent healthcare vouchers) project for \$4000.00 replacing the grant that Park County Public Health has vacated. To increase Crisis Interventions \$9000 request to \$11,500.00. To Increase Court Appointed Special Advocates request of \$4000 to \$6500. To fund Harvest Churches request for \$6000. To increase Yellowstone Country Assistance Network's budget from \$107500.00 to \$107962.00. Abby Scott seconded the motion and the Board unanimously passed the 2016 CSBG application request.

**Adjournment**

Meeting was adjourned at 7:30 pm by Stan Wolz.

Minutes submitted by: Julie Dunlap

Approved by: \_\_\_\_\_

**APPROVED**

# FFY 2016 CSBG Board Funding Worksheet

Agency	Priority Ranking	FFY 2016 Request	Stan Wolz	Tracie Fernandez	Floyd Young	Connie Zierke	Abby Scott	Landon Greer	Amount Awarded
Northwest Wyoming Family Planning (family planning)	3	\$4,000	Approved	Absent	Approved	Approved	Approved	Absent	\$4,000.00
Northwest Wyoming Family Planning (urgent health vouchers)	3	\$4,000	Approved	Absent	Approved	Approved	Approved	Absent	\$4,000.00
Crisis Intervention	1,2,5,6,7,8,9	\$9,000	Increase \$2500	Absent	Increase \$2500	Increase \$2500	Increase \$2500	Absent	\$11,500.00
Court Appointed Special Advocates	2,3,8	\$4,000	Increase \$2500	Absent	Increase \$2500	Increase \$2500	Increase \$2500	Absent	\$6,500.00
Harvest Church	2	\$6,000	Approved	Absent	Approved	Approved	Approved	Absent	\$6,000.00
Yellowstone Country Assistance Network	1,2,3,4,5,7,8,9	\$107,500	Increase \$462.00	Absent	Increase \$462.00	Increase \$462.00	Increase \$462.00	Absent	\$107,962.00
<b>Totals:</b>		<b>\$130,500.00</b>							<b>\$139,962.00</b>

**Unanimously approved by Board at May 27, 2015 Public Hearing**

# Platte County Tripartite Board

## PUBLIC HEARING

June 2, 2015

Platte County Commissioner's Conference Room

11:30 a.m.

### AGENDA

#### CALL TO ORDER

Minutes for approval:  
July 1, 2015

2015 CSBG Update

2016 CSBG Funds – Funding Allocations

Grant due June 22, 2015

Platte County to receive \$44,852 (\$2,082.00 more than last year)

#### ADJOURNMENT

#### NOTICE

##### Notice of Public Hearing

Through the Community Service Block Grant (CSBG) Program and the Platte County Tripartite Board, funds are available to Platte County residents to help alleviate poverty and assist low-income persons in their efforts to become self-sufficient. In recent years CSBG funding has been used to finance programs within the following agencies: Public Health, Services for Seniors, Platte County Daycare, Platte County Housing Authority, Salvation Army and Project Safe.

A Public Hearing will be held to solicit public input to assure that this grant is used in the best interest of the community. Ideas for the use of these funds may be presented at this time along with input from the low-income population of Platte County. Said public hearing will be held on the 2nd day of June at 11:30 a.m. in the Commissioner's Chambers at the Platte County Courthouse, Wheatland, Wyoming. Comments may be sent prior to the meeting to: Candy Wright, Platte County Grant Administrator, PO Box 728, Wheatland, Wyoming 82201.

Public Notice No. 9424. To be published in the Record Times on May 27, 2015

**Platte County Tripartite Board  
Minutes of the CSBG Public Hearing  
June 2, 2015  
Platte County Commissioner's Room**

**ATTENDANCE:**

Present were Eric Johnston, Sandy Kontour, Steve Shockley, Kathy Jones, Barb Moody, Terry Stevenson, Jana Griffin and Candy Wright. Absent were Jill Klein and Dennis Becker.

Commissioner Shockley called the meeting of the Platte County Tripartite Board to order at 11:30 a.m.

**Minutes:** Sandy Kontour moved, seconded by Janna Griffin to accept the minutes from July 1, 2014. Motion carried.

**2015 CSBG:** Candy Wright updated the Tripartite Board on the 2015 CSBG. All money is to be expended by September 30, 2015.

**2016 CSBG:** Platte County has been allocated \$44,852 for the 2016 CSBG fiscal year. This is \$2,082.00 more than last year. Discussion was held on Head Start participating as a service agency. Janna Griffin moved seconded by Terry Stevenson to dispense the funds as follows; Public Health \$14,000, Project SAFE \$5,000.00, Platte County Day Care \$3,500, Platte County Housing Authority \$2,470.00, Salvation Army \$10,000, Services for Seniors \$5,082 and Grant Administration \$4,800. Motion carried.

Candy thanked everyone for coming. Updates will be emailed to the Board. The next meeting will be in July 2016 unless a special meeting is called.

Janna Griffin moved, seconded by Sandy Kontour, to adjourn the public meeting at 11:55 a.m.

# MEMORANDUM OF PUBLICATION

**The Sheridan Press**  
144 E. Grinnell Avenue  
Sheridan, WY 82801  
Phone: (307) 672-2431  
Fax: (307) 672-7950  
[www.sheridanpress.com](http://www.sheridanpress.com)

Senior Citizens Council  
Senior Citizen Center  
211 Smith Street  
Sheridan, WY 82801  
(307)672-2240

## *Class Liner Ad #00062774 Summary:*

Ad Description: PO#870937 Public Hearing  
Size: 2.00 x 5.61

Publication Cost	\$102.35
Adjustments	\$0.00
Net Cost	\$102.35
Prepaid Amount	\$0.00
Amount Due	\$102.35

## *Order Detail:*

Publication	Run Date	Cost
Insertion	5/19/15	\$102.35

## NOTICE OF PUBLIC HEARING

### Availability of Community Services Block Grant Funds

Notice is hereby given that the Sheridan County Tripartite Board will hold a public hearing at 4:00 p.m. on Monday, June 15th in the County Courthouse - Public Meeting Room #210 - located on the 2nd floor. The purpose of the meeting is to solicit public comment and to consider proposals from service providers who are eligible to apply for Community Services Block Grant (CSBG) Funds. The Board will hold a business meeting at 3:30 p.m. (to which the public is also welcome to attend).

CSBG grant funds available in Sheridan County will be \$155,612 (for fiscal grant year 2016 which is October 1, 2015 - September 30, 2016). CSBG grant funds are used to support services that are designed to assist families and individuals of low-income in an effort to remove obstacles that block the achievement of self-sufficiency.

The deadline for receiving grant applications from service organizations is 4:00 p.m. on Tuesday, June 9th (agencies should deliver their applications to the Office of the County Commissioners). Late applications will not be considered. For grant application and guidelines, contact Linda Gostas at 672-2240.

SHERIDAN COUNTY TRIPARTITE BOARD

Sheridan County, Wyoming  
Zell Derryberry, Chairperson

Publish: May 19, 2015.

# SHERIDAN COUNTY TRIPARTITE BOARD

## AGENDA

### BUSINESS AND PUBLIC HEARING MEETING

Monday, June 15, 2015 - 3:30 p.m.

Location – Sheridan County Courthouse – Public Meeting Room 210

1. Call Meeting to Order – 3:30 p.m. – Roll Call –Chair Zell Derryberry
2. Minutes
  - a. May 28, 2015 – Community Needs Assessment findings Public Meeting
    - i. Community Needs Assessment – Board -officially accept
    - ii. Board's Priorities - ratify
3. Elections of Officers for 2 years (can serve a total of 6 consecutive years)
  - a. Current Officers are:
    - i. Zell Derryberry – Chair (eligible for 2 more terms)
    - ii. Mike Nickel – Vice Chair (eligible for 2 more terms)
    - iii. Terry Cram – Secretary/Treasurer (eligible for 2 more terms)
4. On Site Visits for 2014-2015
  - a. Board visit agencies
  - b. Tricia Dean from the State – visit with Coordinator June 30, 2015, 9:00 a.m.
5. FFY 2016 State Plan will be available - estimate October 2015 – will send to agencies by email
6. Information Survey & National Performance Indicators Year End Reports
  - a. Due to Coordinator (Linda) by October 20, 2015
7. Reporting for FY2016 (October 1, 2015 through September 30, 2016)
  - a. Will keep agencies informed by email
8. Provide education component – Les Engelter
9. Regular (Formula) Funds allocated to Sheridan County FFY2016 = \$155,612
  - a. Some agencies have applied for Discretionary Funds – competitive statewide
  - b. Board's Priorities and Eligible Projects
10. Senior Center Agreement with Board to provide Administrative/Coordination Services for Board
  - a. If approved Board Chair will sign agreement
11. Presentations – 4:00 p.m.
  - a. Presentations from Agencies
  - b. Board Questions
  - c. Solicit Public Comment
  - d. Reminder for agencies to submit any changes to Linda by Wednesday, June 17<sup>th</sup>
12. Board - Review Applications and Allocate Funds
13. Adjournment

June 15, 2015  
Tripartite Board meeting

Sign In

Name	Agency	email	Phone
Robin Miller	Wyoming Independent Living	rmiller@wile.org	655-3344
Susan Cannon	Reproductive Healthcare of the Big Horn		
TOO Richius	VOA	trichius@voanr.org	763-1659
Benjamin Abrams	VOA	babrams@voanr.org	
Carmen Rideout	Shenda Senior Center		672-2240
Steve Ainslie	Sheridan Mini Bus		674-9272
Tobie Alsop	RHC BH		752-5454
Kindy West	Senior Center		672-2240
Elisabeth Cassidy	YMCA		674-7488
Jay McGinnis	YMCA		674-7488
Dan Alsop	YMCA		674-7488

# SHERIDAN COUNTY TRIPARTITE BOARD

## PUBLIC HEARING AND CSBG FUNDING MEETING - MINUTES Monday, June 15, 2015, 3:30 p.m.

### Board Members Present:

Zell Derryberry – Low-Income Representative and Chair  
Terry Cram – Elected Official – County Commissioner and Secretary/Treasurer  
Mike Nickel - Elected Official – County Commissioner and Vice Chair  
Dick Birkholz – Private Sector Member  
Lester Engelter – Low-Income Representative  
Steve Maier - Elected Official – County Commissioner  
Jean Spiegelberg – Private Sector Member  
Barb Williams – Private Sector Member

### Others attending:

Linda Gostas – Board Coordinator (administrative support)  
Keith Wilson – Consultant – Community Needs Assessment

Advocacy & Resource Center – Bonnie Young  
Reproductive Healthcare of the Big Horns – Susan Cannon and Tobie Alsup  
Sheridan Health Center – Wendy Ongrow  
Sheridan Senior Center – Carmen Rideout, Rindy West and Steve Ainslie  
VOA – Todd Richins and Benjamin Abrams  
Wyoming Independent Living Rehab (WILR) – Robin Miller  
YMCA - Jay McGinnis, Elisabeth Cassiday and Dan Alsup

Others may have been present, but did not sign in.

**CALL TO ORDER:** Chair Zell Derryberry called the public meeting to order at 3:30 p.m. and welcomed those in attendance.

### **MINUTES:** The board reviewed the minutes as written from:

- o May 28, 2015 - Special Public Meeting was conducted to share the finding of the Community Needs Assessment. There were no recommended changes. It was moved, seconded and the motion carried to accept the minutes as written.
- o Community Needs Assessment – The Community Needs Assessment will be shared with the community in a variety of formats. It was moved, seconded and the motion carried to accept the Community Needs Assessment as presented to the Board by consultant Wilson and Company on May 28, 2015.
- o Board's Priorities – The Board had considered the conclusions and recommendations of the consultant. They accepted the recommended priorities and further defined them, with a focus on Emergency Needs and agreed to implement these priorities – included as an attachment to the May 28, 2015 minutes. It was moved, seconded and the motion carried to ratify the priorities as decided at the meeting on May 28, 2015.

**ELECTIONS OF OFFICERS:** Zell shared that it was time to elect officers for the next two years. She shared that the floor was open for nominations and asked the current officers if they would be willing to serve if nominated and elected – they agreed. Current officers were stated as – Zell Derryberry – Chair (eligible for 2 more terms), Mike Nickel – Vice Chair (eligible for 2 more terms), and Terry Cram – Secretary/Treasurer (eligible for 2 more terms). It was moved, seconded and the motion carried to nominate and re-elect the officers for each to serve a second term.

**ON SITE VISITS:** It was decided that the Coordinator will scan the onsite agency visit assessments that were conducted by Board Members in 2014 and email to the Board. Coordinator will also send out a schedule for 2015 so that Board Members can select who they want to conduct onsite monitoring visits with. Visits will be scheduled between Board Members and agencies in the near future.

Tricia Dean – Community Services Manager will conduct an onsite visit with Coordinator and perhaps Board Chair Zell Derryberry on June 30, 2015 at 9:00 a.m. Any Board Member is welcome to attend.

**FFY2016 STATE PLAN:** The State Plan should be available sometime in October 2015 and will be emailed to service organizations.

**INFORMATION SURVEY & NATIONAL PERFORMANCE INDICATORS YEAR END REPORTS:** It was shared that these year-end reports will be due to Coordinator by October 20, 2015.

**REPORTING FOR FY2016** – It was shared that the Coordinator would keep the agencies informed of reporting requirements by email and/or phone.

**FUNDING AVAILABLE TO SHERIDAN COUNTY FFY2016** – Zell mentioned that the amount of CSBG Regular (formula) funds allocated to Sheridan County are \$155,612 and that there were \$165,603 in requests. The difference was \$9,991.

She also stated that we had received three applications for Discretionary funding. Zell said the Administrative agreement between Tripartite and Senior Center and the discretionary requests should be presented at the same time as the agencies were presenting their regular application requests.

**PUBLIC EDUCATION:** Board Member Les Engelter was asked to provide an educational component at the meeting. He gave an overview of the history of community action as it related to Lyndon Johnson's Great Society and how CSBG funds came into being. He shared that the purpose of this funding is to help lift people out of poverty by giving them the tools they needed to be part of their own solution.

Les discussed the structure of the Board...he explained that there are 3 components to the Board membership matrix...there are: 3 low-income representatives (who understand and can share the challenges of poverty – they can be of low-income, but don't have to be); 3 elected officials members (the County Commissioners); and 3 private sector members who are appointed by the other Board Members.

He explained that every three years a community needs assessment is conducted to learn from the community what the issues and conditions of poverty are in Sheridan County. He mentioned that Keith Wilson of Wilson and Company had been selected to conduct the needs assessment this time. It was shared that Keith had made a real effort to reach out to agencies and people of low-income - delving deep into the issues. He mentioned that agencies are involved in the process and also that the results of the assessment help the Board to develop goals and priorities for funding.

Les went on to say that the Board conducts on site monitoring visits to get a better feel for what agencies are doing, how they are doing it and to make sure funds are being used as requested. He said it is an opportunity to talk about poverty issues and how many people are impacted by the positive work the agencies provide. He indicated that Board Member would be contacting the agencies for appointments in the near future.

Zell asked if there were any public comments at this time. There were none. She shared that the YMCA had another meeting to attend and had asked to present first...she then asked Vice Chair Mike Nickel how he thought the Board should proceed to receive presentations after the Y. Mike said we should ask if there are other agencies who needed to leave early...there were none.

Zell explained that it was 3:45 p.m., which was a few minutes before the scheduled agency presentations time of 4:00 p.m....the Board took a few minutes break and then asked if anyone had any objections to moving on to presentations, rather than breaking for an additional 10 minutes and reconvening. There were no objections, so Zell asked the YMCA to begin.

**Presentations and Board Review/Approval:** Zell invited each agency to make a short presentation of their request. Each agency gave an informative description of their service and what the funds being requested would be used for. After each presentation, the Board asked questions of the service agencies and Zell called for public comment.

#### GRANT REQUEST PRESENTATIONS

- **YMCA – Jay McGinnis and Liz Cassidy presented – Y requested \$6,500 for scholarships for 30 children for their Live “Y”ers after school program – Kindergarten through 5<sup>th</sup> grade. Board approved \$6,500.**
  - Public comments – it was asked how this service met priorities – Jay McGinnis stated it falls into emergency needs as it could become more critical if not in place. The after school program goes from 2:00 until 5:45 each day and the children ride school buses from their school directly to the Y. There was additional discussion about how it allows parents to hold a job...if they are not worried about where their children are (this supports priority #3).
- **Child Advocacy Services of the Big Horns requested \$19,500 to provide court ordered visitation negotiation, supervised visitation and custody exchanges, etc. There was not a representative to make a presentation. Board approved \$14,300.**
- **Sheridan Health Center (formerly Free Clinic) – The new Executive Director Wendy Ongrow presented – Health Center requested \$15,000 for medication, diagnostic testing and medical supplies for uninsured adults 19-64 years old. Board approved \$15,000.**
  - Public comments – It was stated by a Board Member that it is usually not just one area of need for those coming to the Health Center. It was also asked how long do the medications last for patients? Wendy shared that they also try to work through drug companies through the patient medications assistance programs to provide a 90 day supply.
- **Volunteers of America – Todd Richins and Ben Abrams presented - VOA requested \$20,000 to provide food and emergency shelter at the Sheridan Community Shelter for homeless persons. Board approved \$20,000.**
  - Public Comments – There was a question of why Employment was checked in the application. It was shared by VOA that is a part of the help they provide, shelter participants need to develop a plan to become self-sufficient. It was asked what are homeless trends for Veterans. Todd shared that it is trending downward due to supportive services to veterans’ families and that most people don’t want to be homeless. Question about how many families are at the shelter...Todd said it varies, but about 2 per month. Question about duration of stay – Todd said it can be 30 days to start, then on a case by case situation depending on their situation and efforts.
- **Volunteers of America requested discretionary funds of \$1,500 to provide Motivational Interviewing to staff at the Sheridan Community Shelter for homeless persons. Board supported \$1,500.**
  - Public Comments – Question about staff turnover – Todd estimated it is 40%
- **Sheridan Senior Center – Administrative Agreement – Carmen Rideout presented - Sheridan Senior Center requested 9% of grant amount - \$14,058 to provide coordination/administrative services for the Tripartite Board. Board approved total amount of \$14,058 and also gave Board Chair Zell Derryberry permission to sign the administrative agreement. Board approved \$14,058.**
  - It was questioned by Board Member why the amount was less than last year and it was explained that a computer for the coordinator was included in the previous grant year. It was

also asked if the Agreement could be updated to reflect the correct percentage of 9, rather than 8.5% as percentage was incorrect in the actual agreement. Senior Ctr said yes.

- **Sheridan Senior Center** requested \$55,000 to help with costs to provide congregate and HDM meals for people of low income. Board approved \$54,000.
  - Public Comments – Audience member asked how old do you need to be for meals. Carmen shared that normally you need to be 60, but there are other special programs or temporary situation that allow meals to be provided to younger people.
- **Sheridan Senior Center - Carmen Rideout and Steve Ainslie presented** – Center requested discretionary funds of \$50,000 to help with costs to provide a new fixed route public transportation service. Board supported \$50,000.
  - Question from audience about advertising on bus – Steve shared that there could be some options for advertising. It was also asked how many buses and what hours of service would be – Steve shared it would be one bus to begin – 12 hrs/day, providing approx. 13,000 rides annually. It was asked if there would be volunteer drivers – Steve shared it would be a paid position. Question about Steve's experience with fixed route transportation – Steve shared that he had 10 year of experience in Jackson, WY – going from 200 rides a month to 2,000 a day.
- **Wyoming Independent Living (WIL)** – Robin Miller presented – WIL requested \$8,100 to coordinate and implement 2 living and working well with a disability workshops and provide service coordination and funding for home modifications and adaptive equipment. Board approved \$7,254.
  - Public Comments – Board member commented that they appreciated seeing the list of equipment purchased with CSBG funds.
- **Advocacy & Resource Center** - Bonnie Young presented – Advocacy requested \$13,500 in assistance for emergency housing, emergency food and related expenses for domestic violence victims. Advocacy provides 24/7 crisis intervention and basic emergency needs. Board approved \$13,500.
- **Advocacy & Resource Center** requested discretionary funds of \$11,000 in assistance for emergency housing, emergency food and related expenses for domestic violence victims. Board supported \$11,000.
  - Public comments - Comment from Board – request looks similar to regular request...what is the difference. Bonnie explained that the discretionary request is to provide extra extended help for a few families to be more successful – extended help is not available under the regular grant. Bonnie said it meets/supports Priority #3.
- **Reproductive Healthcare of the Big Horns (formerly Family Planning)** – Susie Cannon presented – Reproductive Healthcare requested \$13,945 to provide Family Planning and reproductive health care for women and men of low-income. Board approved \$11,000.
  - Susie had commented that they operate on a sliding fee scale which is the lowest in the state and would be adjusting upwards as it had been 5 years since last increase. Board comment – it looks like agency is not serving more people, but covering more costs. Another board question – is the estimated number to be served realistic – Susie answered yes.

Board Chair Zell asked if there were any further comments from those in attendance. There were none.

A motion was made, seconded and the motion carried to submit the regular (formula) funding applications to the State at the levels approved or supported by the Board.

The Board discussed the discretionary requests and decided they were all valid, well documented, and met the priorities...therefore they agree to support them at the levels requested.

A motion was made, seconded and the motion carried that the Board would support the discretionary applications at the requested levels and include all three in the discretionary requests for Sheridan County.

Zell shared with those in attendance the Board's appreciation for the work and connections that consultant Keith Wilson had accomplished with the needs assessment. It was asked of Keith if he would like to be an Ad Hoc member to the Board. Keith said it was very flattering, but that he was reluctant to make an allegiance specifically to the Board as this was his work...he thought he would be most useful for specific tasks, and that he was already committed to working with the CVC. He expressed that he would be available for research during the 3 year period before the next needs assessment. Board member shared that the Board didn't want to impact Keith's livelihood or limit his ability to work for the Board in the future. It was agreed that Keith would be kept informed of Board meetings.

It was moved, seconded and the motion carried for Keith Wilson to give advisory function to the Board at whatever level he was comfortable with.

With no further business to discuss, Board Chair Zell Derryberry adjourned the meeting at 6:00 p.m.

Respectfully submitted,



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Linda Gostas, Coordinator

# Affidavit of Publication

STATE OF WYOMING }  
County Of Sweetwater } ss.

## NOTICE TO PUBLIC

### COMMUNITY SERVICES BLOCK GRANT PUBLIC HEARING

Rick Lee, being first duly sworn, deposes and says that as an Official Representative of the Rocket-Miner, a newspaper of general circulation, published daily in the City of Rock Springs, County and State aforesaid, and that the notice, a copy of which is hereunto attached was published in said newspaper for 2 days, the first thereof being in the issue of 05/15/2015, and the last publication thereof being in the issue of 05/27/2015.

The Sweetwater County Tripartite Board will hold a Public Hearing to allow interested persons to express their opinions regarding the use of approximately \$179,624 in Community Services Block Grant (CSBG) funding. The Public Hearing will be held on Monday, June 8, 2015 at 8pm in the Castle Rock Room (Commissioners' Conference Room) at the Sweetwater County Courthouse, 80 West Flaming Gorge Way, Green River, Wyoming. CSBG projects emphasize three (3) goals on self-sufficiency:

- Reducing and/or eliminating poverty
- Revitalizing low-income communities
- Empowering low-income individuals and families to become economically self-sufficient

If you would like further information, or if special accommodations are needed for disabilities, please contact County Grants Manager Krisena Marchal at (307) 872-3888. Written input can be emailed to [marchalk@sweet.wy.us](mailto:marchalk@sweet.wy.us) or sent to the Sweetwater County Tripartite Board, c/o Krisena Marchal, 80 West Flaming Gorge Way, Suite 19, Green River, Wyoming 82935. Written comments must be received by noon on Monday, June 8, 2015.

The Sweetwater County Tripartite Board is a public board that meets at least quarterly and usually on the first Monday of that month. The purpose of the Sweetwater County Tripartite Board is to identify and reduce problems related to insufficient income and/or inadequate economic opportunities in Sweetwater County, and to utilize all available resources in a coordinated manner, thereby promoting self-sufficiency among the low-income population. Any questions or inquiries can be communicated through Krisena Marchal, County Grants Manager, at (307) 872-3888 or email [marchalk@sweet.wy.us](mailto:marchalk@sweet.wy.us).

May 15, 27

Subscribed and sworn to before me this day,  
5/27/2015.

*Bonnie J. Beaver*  
Notary Public  
BONNIE J. BEAVER • NOTARY PUBLIC  
COUNTY OF SWEETWATER STATE OF WYOMING  
My Commission Expires July 21, 2018

Publication Charges	\$171.16
Notary And Affidav	\$0.00
Additional Copies	\$0.00
	<hr/>
	\$171.16

**To:** Sweetwater County Tripartite Board Members

**From:** Krisena Marchal, Sweetwater County Grants Manager  
(307) 872-3888

**Subject:** Board Meeting - 5:30pm on Monday, June 8, 2015  
@ Sweetwater County Courthouse in Green River – Castle Rock Room

**Sweetwater County Tripartite Board  
June 8, 2015 Agenda**

- I. Call to Order**
- II. Consideration of Minutes from Previous Meeting – March 9, 2015**
- III. Consideration of CSBG Assurances and Certifications for the FY 2016 CSBG application**
- IV. Consideration of Requests for FY 2016 CSBG Funding**
  - i. 6pm School District #1/Head Start**
  - ii. 6:15pm Young At Heart Center**
    - a. Meals Program**
    - b. In Home Services**
    - c. Early Learning Center**
  - iii. 6:45pm Food Bank of Sweetwater County**
  - iv. 7pm Sweetwater Family Resource Center**
  - v. 7:15pm YWCA of Sweetwater County**
    - a. Early Care & Learning Center**
    - b. Family Justice Center**
    - c. Financial Empowerment Program**
- V. Public Hearing 8pm**
- VI. CSBG FY 2015 Update**
- VII. CSBG FY 2016 Needs Assessment Requirement**
- VIII. CSBG FY 2016 CSBG Organization Standards and Self-Assessment**
- IX. CSBG FY 2016 Recommendations for Consolidated Application**
- X. Other**
- XI. Adjournment and Next Meetings:**
  - September 14, 2015**
  - December 14, 2015**

**SWEETWATER COUNTY TRIPARTITE BOARD**  
**June 8, 2015 Meeting Minutes**

**Members Present:** Brett Stokes, Chairman  
Lisa Bunning, Secretary/Treasurer  
Pat Brown  
Cassie Crumpton  
Tim Savage  
Randal "Doc" Wendling

**Members Absent:** Laura Grossnickle, Vice-Chairman  
Rachelle Stratton  
Representative of the Private Sector (vacant)

**Others Present:** Krisena Marchal, County Grants Manager  
June Privitt, Sweetwater County School District #1/Head Start  
Gloria Adair, Young At Heart  
Rachelle Morris, Young-At-Heart  
Daphne Palmer, Young At Heart  
Kathy Siler, Food Bank of Sweetwater County  
Kathy Garrison, Sweetwater Family Resource Center

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**I. Call to Order:**

A quorum being present, the Chairman called the meeting to order at 5:45 p.m. on June 8, 2015, in the Castle Rock Room, Sweetwater County Courthouse, Green River, Wyoming.

**II. Consideration of Previous Minutes March 9, 2015:**

There being no other additions or corrections to the minutes of the March 9, 2015, meeting, a motion was made by Pat Brown and seconded by Cassie Crumpton to approve the minutes. The motion carried unanimously.

**III. Consideration of CSBG Assurances and Certifications for the FY 2016 CSBG Application:**

Krisena Marchal informed the board that certain assurances and certifications needed to be approved by the board in order to receive CSBG funding. These are:

- Statement of Governing Board Assurances (12)
- Certification Environmental Tobacco Smoke, Public Law 103-227, Part C
- Certification Regarding Drug-Free Workplace Requirements
- Certification Regarding Lobbying
- Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- Affirmation of Audit

Tim Savage made a motion and Pat Brown seconded, to accept the required Assurances and Certifications. The motion passed unanimously.

**IV. Consideration of Requests for FY 2016 CSBG Funding:**

Service providers who were requesting funding assistance from the Tripartite Board presented their programs as outlined in their applications submitted by May 29, 2015. They answered questions from the board members in the following order:

- Sweetwater County School District #1 (Head Start)
- Young-At-Heart Center (Home Delivered Meals, In Home Services Program and Early Learning Center)
- Food Bank of Sweetwater County
- Sweetwater Family Resource Center

It was noted that the YWCA of Sweetwater County (Early Care & Learning Center, Family Justice Center, and Financial Empowerment Program) did not show up for their scheduled time.

**V. Public Hearing:**

At 8pm the Chairman opened the meeting to a public hearing to receive general citizenry input regarding the use of \$179,624 in Community Services Block Grant (CSBG) funding. A public notice for input had been advertised on May 15, 2015 and May 26, 2015 in the "Rocket-Miner" for this grant requirement.

No individuals were present to submit their opinions. Krisena Marchal also indicated that no written comments or emails had been submitted or received by the deadline of noon, June 8, 2015.

**VI. CSBG FY 2015 Update:**

Krisena Marchal updated the board members regarding FY 2015 expenditures to date. She also discussed that SW WRAP had not yet submitted the compliance requirements following the site monitoring visit. As a result, SW WRAP's vouchers would not be processed until SW WRAP had complied with the request.

**VII. CSBG FY 2016 Needs Assessment Requirement**

Krisena Marchal explained that the CSBG Program requires that the Tripartite Board conduct a community needs assessment every three years so that priorities could be identified and/or updated in order to determine future projects to fund. The needs assessment could be funded with Discretionary CSBG funding.

Krisena Marchal distributed a proposal from Corona Insights who had conducted the previous community needs assessments to get an idea of the cost, noting that if approved, the project still required formal advertising for "Requests for Proposals."

After discussion, Randal "Doc" Wendling motioned, and Lisa Bunning seconded, that the Tripartite Board request Discretionary CSBG funding based on the proposal by Corona Insights in its FY 2016 application to conduct a community needs assessment. The motion carried unanimously.

**VIII. CSBG FY 2016 CSBG Organizational Standards and Self-Assessment**

Krisena Marchal informed the board that the state office was requiring that all Tripartite Boards complete the "CSBG Organizational Standards and Self-Assessment." The goal of the Self-Assessment is to document what the Tripartite Boards are doing across the state and identify what type of training is needed to move forward. The ultimate goal of the Self-Assessment is to meet the requirements of the CSBG Act.

Krisena Marchal requested permission to complete the Self-Assessment on behalf of the board, and to email questions to the board members as needed. The board members agreed to proceed electronically.

**IX. CSBG FY 2016 Recommendations for Consolidated Application:**

The members reviewed and discussed the requests for CSBG funding from the service providers, including poverty level guidelines, current grant status, insurance coverage and other costs for supportive services from Sweetwater County. Pursuant to bylaws Section VIII, board members disclosed any potential conflicts.

While reviewing the requests the members took into consideration:

- Total points from the "Point-Based Evaluation"
- Reasonableness of the request/Previous year request
- Current year balances

After discussion, Tim Savage made a motion and Pat Brown seconded, to submit a FY 2016 Community Services Block Grant (CSBG) consolidated application to the Wyoming Department of Health for the following projects:

- Sweetwater County Tripartite Board/Sweetwater County: \$10,000
- Young-At-Heart's In Home Services: \$27,000
- Young-At-Heart's Home Meals Program: \$16,000
- Young-At-Heart's Early Learning Center: \$14,640
- YWCA's Early Care & Learning Center: \$15,000
- YWCA's Family Justice Center: \$10,575

- YWCA's Financial Empowerment Program: \$5,000
- Sweetwater County School District #1's Head Start Program: \$47,700
- Food Bank of Sweetwater County: \$16,109
- Sweetwater Family Resource Center Independence Program: \$17,600

The motion carried unanimously.

**X. Other:**

Krisena Marchal communicated to the board members that Young At Heart's Early Learning Center requested to move \$1,568 from "Consumables" (for food) to "Grants-In-Aid" (for child care tuition) due to a low demand for food.

After discussion, Cassie Crumpton motioned and Tim Savage seconded, to approve the request. The motion carried unanimously.

**XI. Next Meeting:**

The next meeting of the Sweetwater County Tripartite Board was scheduled for 5:30 p.m. on September 14, 2015, in the Castle Rock Room at the Sweetwater County Courthouse.

**XII. Adjournment:** There being no further business the Chairman adjourned the meeting at 9:10 p.m.

These minutes were approved by vote of the Sweetwater County Tripartite Board on September 14, 2015.

**SWEETWATER COUNTY TRIPARTITE BOARD**

By: \_\_\_\_\_  
Brett Stokes, Chairman

**ATTEST**

By: \_\_\_\_\_  
Lisa Bunning, Secretary/Treasurer

**The Teton County Tri-Partite Board is soliciting  
service provider applications for  
FY 2016 Community Services Block Grant (CSBG) funds.**

**The money is designated for assisting individuals living in poverty with the goal of:**

- **Reduce and/or eliminate poverty**
- **Revitalize low-income communities; and**
- **Empower low-income individuals and families to become economically self-sufficient.**

A community needs assessment was completed recently and is posted at:  
<http://www.tetonwyo.org/ph/topics/community-health-needs-assessment/252892/>

**TCTB priorities include: Basic needs (food & shelter), emergency  
medical care and childcare.**

**Please submit request/application to [dashley@jhccc.org](mailto:dashley@jhccc.org) prior to 6/18/2015.**

Attend System of Care (Public Hearing) meeting 6/18/15 in the basement of First Interstate Bank ( 482 W. Broadway) 9-10:30am

**The Teton County Tri-Partite Board  
is soliciting input for priorities  
regarding FY 2015-2016 Community  
Services Block Grant (CSBG) funds.**

**The money is designated for assisting individuals living in  
poverty with the goal of:**

- **Reduce and/or eliminate poverty**
- **Revitalize low-income communities; and**
- **Empower low-income individuals and families to become economically self-sufficient.**

A community needs assessment was completed recently and is posted at:

<http://www.tetonwyo.org/ph/topics/community-health-needs-assessment/252892/>

**Past priorities have included: Basic needs (food & shelter), emergency  
medical care and childcare.**

**Please submit input to [dashley@jhccc.org](mailto:dashley@jhccc.org) prior to 6/1/2015.**

Attend System of Care meeting 5/21/15 in the basement of First Interstate Bank ( 482 W. Broadway) 9-10:30am

**CSBG**  
**June 19, 2015**  
**JHCCC Conference Room**  
**Public Hearing**

*Present: Deidre Ashley, Kathleen Rhea & Jodie Pond, Chris Moll*

*Absent: Dennis Johnson, Vida Sanchez, Hailey Morton-Levinson, Brendan Schulte, Janine Teske*

The meeting was called to order by TCTB Chair, Deidre Ashley at 11:10am.

Review Provider Proposals – One application was submitted by CRC on behalf of Teton County System of Care to be used to assist individuals that qualify and are referred by human service agencies to assist with basic needs (including food, shelter, emergency medical and childcare).

The proposal was identical to the one granted last year. Mary Erickson from CRC attended the meeting in June to report the usage and review documentation to the board. All in attendance felt like it was a good use of the funds.

The board did not have enough members in attendance to meet guidelines for a quorum. Our by-laws do allow for electronic vote.

Deidre Ashley made the motion to accept the proposal from CRC for the total amount, less 15% set aside for grant administration to be shared by (2/3)CRC and (1/3)Teton County.

Smokey (Kathleen) seconded the motion.

All those in attendance voted in favor. Notes along with the proposal were sent to members not in attendance. There were no calls for further discussion

The motion passed by unanimous vote of those members present, plus those that responded by the end of the business day including: Brendan Schulte, Vida Sanchez and Hailey Morton-Levinson granting the amount of \$47,579 CSBG funds to CRC, less the 15% to be shared by CRC and Teton County for grant administration.

With no further items to discuss, the meeting was adjourned at 12:05pm with the next meeting to be set in mid August, dates TBD.

Minutes submitted by Deidre Ashley

made to concentrate on emergency services so as to provide a "hand-up" for working poor.

**UCHS Tripartite Board plans to construct a community needs assessment in October, 2015.**

### **EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION WORK PLAN**

As per Uinta County Personnel Policies and Procedures, current edition as amended and approved by the Uinta County Board of County Tripartite Board, we affirm our adherence to the following:

SECTION I: Equal opportunity employment - Uinta County policy insures equal employment and job advancement opportunities for all personnel regardless of race, religion, national origin, age or sex. Also encouraged is the hiring, training and development of women, minority group members and the physically or mentally handicapped.

### **CITIZEN PARTICIPATION**

Uinta County residents have been involved in the planning of CSBG expenditures and continue to be involved through bi-monthly meetings of the Uinta County Human Services Tripartite Board meetings, monthly human service provider meetings monthly newsletter, needs analysis surveys, ongoing interviews, individual agency open meetings and general community meetings.

On May 21, 2015, the UCHS Tripartite Board met to discuss goals and objectives for FY 16 included within this application. Considering the continuing downturn in the economy, consensus opinion was to target low-income citizens with emergency aid and programs to encourage self-sufficiency.

#### **NOTICE OF PUBLIC HEARING**

A public hearing will be held in the Evanston-Uinta County Human Services Building, located at 350 City View Drive in Evanston on Thursday, May 21, 2015, 9:00 a.m. to 10:00 a.m. for the purpose of review of the proposed uses of Community Service Block Grant funding for the Fiscal Year 2016. The meeting will be held in the main level conference room. Public comment is both invited and encouraged. The block grant proposal is available for public review at the Uinta County Human Services Office, 350 City View Drive, Suite #200. Questions? Contact Jim Hissong, Uinta County Human Services Coordinator,  
789-7194x1 [jhissong@uintacounty.com](mailto:jhissong@uintacounty.com)

\*The Notice above was posted at agencies that serve low-income clients and on Uinta County Facebook page/website.

### **FEDERAL GUIDELINES**

The Uinta County Human Services Tripartite Board shall insure compliance with all Federal Guidelines as stipulated in the Community Service Block Grant regulations. Questions or concerns regarding compliance should be addressed to:

Jim Hissong, Human Services Coordinator  
Uinta County Human Services  
350 City View Drive, Suite 200  
Evanston, Wyoming 82930

# **Human Services Tri-Partite Board Meeting**

## **AGENDA**

**Thursday, May 21, 2015**  
**Human Services Conference Room**  
**8:00 a.m.**

- 1. Approval of May Agenda**
- 2. Approval of March, 2015 Meeting Minutes**
- 3. Approval of March, April, May & June Expenditures**
- 4. Review agency RFPs**
- 5. Report on Agencies**
- 6. Discuss CSBG budget/grant application**

**MINUTES OF THE  
UINTA COUNTY HUMAN SERVICES TRIPARTITE BOARD**

**PLACE OF** **When a board member's signature is affixed, this becomes an official record of the Uinta County Human Services Board, incorporated under the laws of the State of Wyoming.**

**MEETING:** Legal Tender  
Restaurant     **DATE:** May  
21, 2015

**BOARD MEMBERS ATTENDING:**

David Arendsee – Chairman  
Laurie Bateman - Member  
Kathy Defa – Member  
Shelly Horne - Member  
Craig Welling – Member  
Irene Hansen – Member  
Wendy Stookey – Member

Jim Hissong - Human Services Coordinator  
Sherry Wright – Human Services Assistant Coordinator

**Excused Member(s):**

Bonnie Halford – Vice-Chairman  
Gerry Bolger – Member

**There being a quorum present, the meeting was called to order at 8:00 a.m. by Chairman David Arendsee**

**\*\*\* Note: No community members, invited to attend meeting to discuss CSBG grant application, were in attendance.**

**Agenda:** Shelly Horne made a motion to approve the May agenda as amended to delete agency report. Irene Hansen seconded the motion; motion carried.

**Minutes:** Irene Hansen made a motion to approve the March meeting minutes. Shelly Horne seconded the motion; motion carried.

**Expenditures:** Shelly Horne made a motion to approve March and April expenditures as presented. Laurie Bateman seconded the motion; motion carried.

**Agency RFPs:** As presented by Hissong, agency proposals and requests for funding were reviewed. As summarized with director's recommendations:

This diatribe may seem boilerplate, but the agency applications for funding this year are not much different than requests last year. Here is firsthand info and my 2¢ worth regarding agency applications.

**SAFV** – Owing to economic downturn belatedly felt by Wyoming and Uinta County, there have been more domestic abuse incidences. SAFV continues to staff an office in Valley and does exceptional job at crisis shelter in Evanston. Fund them at last year's level and I should be able to find more CSBG dollars to supply shelter.

**BOCES Foundation** has been very successful in helping students obtain their GED. Employability skills trainings have been well attended. This program fills a niche in our community to help low-income, young, potential workers. Fund them at last year's level.

**Uinta Senior Citizens** has increased number of meals delivered to seniors. USCI wants more funding for raw food for meals program. I don't like the veiled threat in their app that if County and/or City don't raise contributions they will cut back on meals delivered. I will discuss with you at meeting my recent confab with Debbie Terech.

**Choices** I have received instruction on how I can fund Choices program with CSBG funds.

**Western Wyoming Family Health** is providing essential family planning and reproductive health care services for low-income community members. That fits into UCHS' mission statements. Fund at last year's level.

**Youth Alternative Home Association** continues to squeak by while at same time providing quality, essential services to families in crisis. YAHA is probably looking at decreased funding from state. Same ol' story. YAHA is working well with new county attorney.

**Uinta County Business Leadership Network** – I have been meeting regularly with Wanda Rogers to discuss her program. UCBLN has an excellent board to guide Wanda, but this is truly a one-woman show. This program is vital to training employers and employees in best practices for challenged workers.

**Lincoln-Uinta Child Development Association** Their audit last year showed an increase in their available assets from 2012 to 2013. Their current reserves show \$900k available to meet increased costs. I do not understand how a request for \$15k is going to make a difference in their program. LUCDA still stands on presumption that any monies they receive from Tripartite Board goes back to "county" . . . not accurate since building is run by JPB.

- Lease rates are \$12.50/sq. ft. Average lease rates in Evanston are \$15.25/sq. ft. (Realtor survey, 2011). Lease rates have not been increased by JPB since 2006.
- By rights, JPB could charge LUCDA for playground area, but we do not.
- LUCDA has the ability, unlike other agencies, to help its bottom line by increasing rates for preschool which is almost half of its total program. Unlike other agencies, LUCDA is self-sustaining.

On the other hand . . .

**Evanston Child Development Center/Children's Learning Center** continues to provide preschool and child care at minimum cost to low-income families. ECDC/CLC has expanded hours and summer program

for child care important to working families. Unlike LUCDA, ECDC/CLC cannot raise rates for child care services. They are wholly dependent on grants and TANF monies. I like the fact that Kendra works hard to find grant funding at state and federal level. ECDC was recently awarded a Pre-Headstart grant. Fund at last year's level.

**High Country Behavioral Health** continues to provide quality, emergency detention services for Uinta County. In discussions with Evanston police department, sheriff's office, and Uinta County Attorney Loretta Gerrard, they seem more than satisfied. Fund at last year's level. Note: HCBH recently obtained state contract to provide substance abuse services in Uinta County.

**Boys and Girls Club of Evanston** I like the objectives of *Be Great: Graduate* initiative. I have witnessed firsthand the number of students involved in program.

**Uinta County Library** The book bags and baby board books were great "feel good" projects that Board funded when we had more monies. I am not sure you can find funding for this agency's request ☹

Further discussion yielded the following recommendations as motioned by Stookey, seconded by Defa. Motion carried.

**Uinta County Human Services Tripartite Board  
2015/2016 Grant Budget Requests**

Name	2014-2015 Received	2015-2016 Requested	2015-2016 Approved
SAFV	\$42,000.00	\$50,000.00	\$41,500.00
Uinta BOCES 1 Foundation	\$15,000.00	\$16,000.00	\$13,500.00
Uinta Senior Citizens	\$20,000.00	\$45,000.00	\$19,500.00
Choices	\$0.00	\$5,000.00	\$5,000.00
WW Family Health	\$9,000.00	\$12,000.00	\$10,500.00
YAHA	\$120,000.00	\$120,000.00	\$119,500.00
UCBLN	\$10,000.00	\$15,500.00	\$11,000.00
LUCDA	\$0.00	\$15,000.00	\$0.00
ECDC	\$51,000.00	\$70,000.00	\$47,500.00
High Country Behavioral	\$40,000.00	\$48,000.00	\$38,500.00
Uinta County Library	\$0.00	\$7,500.00	\$2,000.00
Boys & Girls Club	\$10,000.00	\$35,000.00	\$9,500.00
Festival for Families	\$4,000.00		\$3,500.00
Sub-for-Santa	\$2,000.00		\$1,500.00
Miscellaneous			
<b>TOTAL</b>	<b>\$323,000.00</b>	<b>\$439,000.00</b>	<b>\$323,000.00</b>
	County \$160,000.00		
	City \$163,000.00		

**Review of CSBG application:** Hissong presented synopsis of CSBG application which will fund emergency services, support for case management, aid to low-income citizens for utilities/rent, BOOST program administered by BOCES, support for SAFV crisis shelter, and employment training for low-income youth as unchanged from previous years. Approved for submission. Motion: Welling. Second: Hansen

There being no further business, the meeting was adjourned at 11:13 a.m. Next meeting will be Thursday, September 24, 2015, at 8:00 a.m. at the UCHS Conference Room.

**BOARD CERTIFICATION**

**These minutes are a true account of the Uinta County Human Services Board proceedings approved by a majority vote of a quorum of the membership.**

\_\_\_\_\_  
Date

Board Official

**Note: Minutes will be presented for approval on 9/24/15.**

AFFIDAVIT OF PUBLICATION  
Kemmerer Gazette  
Kemmerer, Wyoming

STATE OF WYOMING  
)ss.  
COUNTY OF LINCOLN

**NOTICE OF PUBLIC HEARING**

NOWCAP will be holding a Public Hearing regarding the use of the Community Service Block Grant (CSBG) FFY 2016 allocations on August 17, 2015 at 1:00 pm. The hearing will be held in the Conference Room at 500 15 Mile Road, Worland, WY 82401. Anyone interested in participating by phone should contact Joe Stolns at 1 (800) 442-2958 by 5:00 pm on August 10, 2015 to make arrangements.

Northwest Community Action Programs of Wyoming, Inc.  
PO Drawer 158  
Worland, WY 82401  
0813

PUBLISH: August 13, 2015

I, Mark Tesoro, do hereby, upon my oath, depose and say that I am the Publisher of the KEMMERER GAZETTE NEWSPAPER, a once weekly newspaper published in the City of Kemmerer, County of Lincoln, in the State of Wyoming, and that said newspaper has a general circulation in said County and State; and that the legal notice herein attached was published in said newspaper for the full period of 1 consecutive issues/weeks; the first publication being on the 13 day of August, 20 15, and the last publication being on the 13 day of August, 20 15; and that said advertisement appeared in each and every number of said newspaper during the period of publication as above stated.

(Signed)



Mark Tesoro, Publisher



Subscribed in my presence and sworn to

before me on this 13 day of August A.D., 20 15.

by Mark Tesoro, Publisher

  
Notary Signature

### PROOF OF PUBLICATION

STATE OF WYOMING )  
 ) ss.  
COUNTY OF SUBLETTE )

The annexed notice was published in the Pinedale Roundup, a weekly newspaper published at Pinedale, in said County and State, for 1 consecutive issues and not in a supplement, the first publication thereof being the 14th day of August, 2015, and the last publication thereof on the 14th day of August, 2015.

Sharon Pape

Subscribed and sworn to (or affirmed) before me by Sharon Pape this 14 day of AUGUST, 2015.



Tammi Lynn Helick

Notary Public

My Commission expires 12-24-17

#### PUBLIC NOTICE

##### NOTICE OF PUBLIC HEARING

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Northwest Community Action Programs of Wyoming, Inc.  
PO Drawer 158  
Worland, WY 82401  
Public Notice #8204 published in the Pinedale Roundup August 14, 2015.

***Legal advertising deadline is Monday at 1 pm.***

## **NOWCAP CSBG Public Hearing Agenda**

**Public Hearing of August 17, 2015 at NOWCAP Administration Office**

- I. HEARING OF PERSONS DESIRING TO SPEAK TO ISSUES CONCERNING THE COMMUNITY SERVICE BLOCK GRANT**
  - A. Lincoln County**
  - B. Sublette County**
  
- II. SUMMARY OF ISSUES**



**MINUTES  
of the  
NOWCAP CSBG Public Hearing**

**August 17, 2015**

**I. PRELIMINARY**

**A. Call to Order**

- 1. The meeting was called to order at 1:00 p.m.**

**B. Roll Call**

- 1. Lincoln County - No one showed**
- 2. Sublette County - No one showed**

**II. ADJOURNMENT**