

Adams County Community Services Block Grant Advisory Council Meeting Minutes

Meeting Name	CSBGAC Regular Meeting	Date	December 14, 2018
Location	First Watch 100 E. 120 th Ave. Unit G-140 Northglenn, CO 80233	Time	8:30 am- 10:00 am
In Attendance	<ul style="list-style-type: none"> • Lee Jones – Private Rep. • Megan Herrera – Low-Income Rep. • Pamela Spivey – Low-Income Rep. • Nina Myers – Public Rep. • Emily Fleischmann – Private Rep. • <i>Esther Ramirez - Staff</i> 		
Not in Attendance	<ul style="list-style-type: none"> • Steven Cervantes – Public Rep. • Bonnie Sauer – Low-Income Rep. • Stacey Wolley – Public Rep. • Lily Maddux – Private Rep. 		

TOPIC	COMMENTS:
<p>I. Welcome and Introductions Meeting called to order at 8:40 a.m., roll call via sign-in sheet. Quorum was present.</p>	<p>Lead: Chair, Pam</p>
<p>II. Business</p> <p>a. Approval of September 14, 2018 minutes - Motion to approve minutes, seconded and unanimously approved</p> <p>Misc.: - Esther handed out the awards and pins that were given for the members at the Recognition Dinner in December to those that were unable to attend.</p> <p>b. Esther went over the Financial Report. Sub-grantees are doing well as far as spending their 2018 funds except ECDC – African Community Center. Esther also went over the Program Report. Esther went over their ECDC’s participation plan, the numbers are still low. ECDC has a new Managing Director and Esther had a phone meeting to introduce herself, the CSBG program and the expectations due to the status of the agencies’ participation numbers and spenddown. Esther asked ECDC to start thinking about a plan on funding and participation, possibly taking funds back. Esther and Susan Gantt, the Accountant Specialist has completed 5/7. They visited Servicios de La Raza, but was not complete, therefore they will be visiting Servicios de La Raza and New Legacy Charter School Spring 2019. The monitoring letters for the completed monitorings were included for the Council members to review and keep in mind when the new grant cycle comes up. The second year audits will be focusing on any findings or concerns from the 1st year audit. Esther also went over the New Legacy Charter School status since they had not been submitting their invoices but since Esther meet with the new Executive Director, they are now compliant and spenddown 100%. During the meeting, Esther introduced herself,</p>	<p>Lead: Chair, Pam and CSBG Specialist, Esther</p> <p>Org. Standard: 5.9 and 8.7</p>

the CSBG program and the expectations.

Misc.:

- The Annual Report (what used to be IS Report) is due March 29, 2019 to the State (DOLA). Sub-grantees are to submit their data by January 10, 2019.
- DOLA sent out a confirmation email stating CSBG eligible entities are funded through the 1st quarter.
- Esther asked Council members if they approved to put a hold on sub-grantee tours until after the winter. Esther will pick up the planning and let them know.
- Three Council members' terms were up. Emily has reapplied; Bonnie and Megan will not be reapplying. We will have 2 openings.

III. Next meeting: March 8, 2019 at 8:30 a.m.

IV. Adjourn

a. Meeting adjourned at 9:40 a.m.