



# COMMUNITY ACTION

OF LARAMIE COUNTY

**BOARD OF DIRECTORS MEETING MINUTES**  
**October 3, 2024, 17:30 hours**  
**1700 Westland Road, CALC Campus**

**I. Call to Order:**

A. Board Chair, Ellie Gardner, called the meeting to order at 17:32 pm.

**II. Community Action Mission Statement:**

A. Community Action of Laramie County is a leader dedicated to reducing poverty by empowering people to achieve self-sufficiency through promoting access to healthcare, education, and advocacy with a network of community partnerships.

**III. Roll Call:**

A. Traci Kyser called the roll.

**Members Present**

Ms. Ellie Gardner  
Mr. Isaac Lloyd  
Ms. Olivia Samson **(E)**  
Ms. MacKenzie Howard  
Ms. Lois Prickett **(RA)**  
Ms. Shea Sparks  
Mr. Sean Michaels  
Ms. Liz Vigil **(E)**  
Ms. Wanda Maloney  
Ms. Sara Vigil **(E)**  
Ms. Rebecca Ogletree  
Mr. Malcolm Ervin **(E)**

**Staff Present**

- Tim Ernst, Chief Executive Officer
- CJ Luce, Chief Financial Officer, Assistant Treasurer to the Board
- Eric Walsh, Social Services Program Director
- Traci Kyser, Executive Assistant, Farmer's Market Manager, Assistant Secretary to the Board
- Kyle Flesch, Director of Crossroads Healthcare Clinic
- Dee Determan, Human Resources **(E)**

**Guest(s) present:** none

E = Excused Absence  
RA = Remote Attendance  
UE = Unexcused Absence

**IV. Introductions:** None

**V. Positive News**

- A. Mr. Kyle Flesch, Director of Crossroads Healthcare Clinic presented the good news noting that Behavioral Health has seen a 41% increase in the area during the Q3 reporting. The entire clinical staff are getting high reviews from patients and the new RN has jumped right in.
- B. Ms. Ellie Gardner shared an update on the success of the market.

**VI. Crossroads Healthcare Clinic for the Homeless Agenda**

**Start 1738:** *Ms. Sean Michaels made a motion to enter the Crossroads Healthcare Clinic portion of the Board Meeting. Mr. Isaac Lloyd seconded the motion. It carried without dissent.*

- A. **UDS Reports** -*Ms. Mackenzie Howard made a motion to accept the UDS reports. Mr. Sean Michaels seconded. It carried without dissent.*
- B. Mr. Kyle Flesch provided an update on the new RN noting she has a history of working with low-income individuals, and trauma room experience. Her focus will be helping with the MAT program and doubling the patient count. A discussion was had about the MAT program and its purpose and process.

**END 1753:** *Mr. Isaac Lloyd made a motion to end the Crossroads Healthcare Clinic for the Homeless agenda. Mr. Sean Michaels seconded. It carried without dissent.*

**VII. CSBG Tripartite Board Agenda**

**Start: 1753:** *Mr. Isaac Lloyd made a motion to enter the tripartite portion of the agenda. Mr. Sean Michaels seconded. It carried without dissent.*

- A. **CSBG Monthly Report & Financials** – *Mr. Isaac Lloyd made a motion to approve the CSBG monthly report. Mr. Sean Michaels seconded the motion. It carried without dissent.* Mr. Ernst also noted a slight discrepancy between Mr. Walsh's Program Director report and the CEO report regarding the Darnell house. It was noted both instances are correct, adding the Executive team requested an additional step before the selling process.
- B. **Platte County Services for Seniors:** Mr. Timothy Ernst and Mr. Eric Walsh provided updates noting that the Program Director position has been filled and Jenni DeSmith will start on 10/14 and that a new organization chart will be presented to the Board for approval next month. A discussion was had regarding the finalized contract, an additional 23 employees and noted that the CSBG budgets are being redone.
- C. **Update on Sublette and Lincoln County:** Mr. Eric Walsh noted that a case manager for the area has been hired and is expected to start on 10/14 with training with Taylor. CALC is beginning the search for office space in the county.

**END: 1824.**

**VIII. General Board Agenda**

**START: 1824:** *Mr. Sean Michael made a motion to enter into the General Board agenda. Ms. Wanda Maloney seconded the motion, and it carried without dissent.*

- A. **Consent Agenda** – *Ms. Wanda Maloney made a motion to approve the consent agenda. Mr. Sean Michaels seconded the motion. It carried without dissent.*
- B. **Client Shopping Policy (WyHS)** – VOTE: Tabled due to requested revisions
- C. **Private Sector Board Member Bob M.** – *Mr. Isaac Lloyd made a motion to approve Mr. Moen's Board Application. Ms. Wanda Maloney seconded the motion, and it carried without dissent.*

**IX. Fiscal Reports** – *Mr. Isaac Lloyd made a motion to accept the Fiscal Reports as presented. Ms. Wanda Maloney seconded the motion. It carried without dissent.*

**X. Correspondence** – None.

**XI. Old Business:** None.

**XII. New Business:** None.

**XIII. Committee Report Highlights**

- A. **Executive:** Nothing additional.
- B. **Finance:** Nothing additional.
- C. **Crossroads:** Nothing additional.
- D. **Social Services/Kinship:** Mr. Sean Michaels provided an update noting that Kinship and Social Services Committees will be combined into one. The VA completed their onsite 9/27 with zero findings.

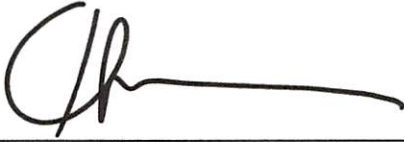
**XIV. Farmers Market/Fundraising:** Gala will be April 12<sup>th</sup> at the Atlas with a theme of Breakfast at Tiffanys. Catering and venue has been saved. Details forthcoming. [www.calc.betterworld.org](http://www.calc.betterworld.org)  
Securing auction items and sponsorships should start ASAP.

**XV. Executive Session:** Mr. Isaac Lloyd made a motion to enter into Executive Session at 1900. Mr. Sean Michaels seconded the motion. Mr. Isaac Lloyd made a motion to end Executive Session at 20:06. Mr. Sean Michaels seconded the motion. Mr. Isaac Lloyd made a motion to open the meeting at 20:07. Mr. Sean Michaels seconded the motion.

**XVI.** For the Good of The Order: **None**

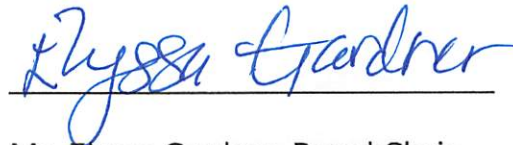
**XVII.** Adjournment of CALC Board Meeting

A. Mr. Isaac Lloyd made a motion to adjourn the meeting. [Mr. Sean Michaels](#) seconded the motion. It carried without dissent. CALC Board of Directors Meeting **ended at 20:07.**



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Traci Kyser, Executive Assistant, Assistant  
Secretary to the Board of Directors



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Ms. Elyssa Gardner, Board Chair