

CITIZEN ADVISORY COMMITTEE MEETING MINUTES

January 4, 2021

Members present: Classon, Gilmour, Hodges, Holloway, Kiefer, R. Johnson, Lord, Miller, Nolan, Patel, Winckler, Wheeler, Woods

Members excused: Bird

Members Absent: Kelly, Obleton

Staff present: Cameron, H. Johnson

Meeting called to order by Holloway at 6:00 PM

Roll Call

There were no citizens with business to present to the CAC.

The Chair announced new CAC member Nolan.

The minutes of the November 2, 2020 meeting were reviewed. Classon made a motion to approve and Woods seconded. Motion carried.

The financial report through August was reviewed.

Miller noticed an error on the report, staff will correct the formula error.

Classon made a motion to approve and R. Johnson seconded. Motion carried.

Action Item: Year 47 Late Application Request from Salvation Army. Classon made the motion to accept the application for Salvation Army no later than January 15, 2021 by 4:30 pm. R. Johnson seconded the motion.

Roll Call: 11 Yes and 0 No, motion carries.

Action Item: Year 45 Late Audit Extension Request from Family Resources. Miller motioned to extend the audit submission date for Family Resources to January 15, 2021, with no extensions beyond this date granted. Woods seconded the motion. Kiefer amended the motion to add if the audit was not submitted on this date, the agency's YR 47 application would not be reviewed by the CAC Committee. This amendment was accepted by Miller and Woods. After group discussion, Kiefer withdrew his amendment.

Roll Call: 5 Yes and 7 No and the motion did not pass.

Classon motioned to extend the Family Resources audit submission date to January 22, 2021.

Gilmour seconded the motion.

Roll Call: 10 Yes and 2 No and the motion carries.

Action Item: Reprogramming of Year 45 Funds to Year 46

Staff introduced the four requests for reprogramming funds and explained that reprogramming funds may only be used to prepare, respond, and prevent COVID 19 activities. The following requests were submitted:

Big Brothers Big Sisters	\$3,964.75
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Boys and Girls Club	\$5,500.00
Project Renewal	\$6,580.00
COVID Emergency Set Aside	\$24,953.13

Classon made a motion to accept the four requests as eligible to receive reprogramming. Kiefer seconded the motion and the motion carries.

Classon made a motion to recommend approval the reprogramming requests. R. Johnson seconded and the motion carries.

Staff discussed the YR 47 applications were available to CAC members in a paper form or can be emailed to the CAC members. The work session for the CAC upon request from CAC members will be virtual to comply with social distancing. The work session is scheduled for January 19th at 6pm. Staff also discussed that the presentations would most likely be virtual as well on February 1.

Other Business: None

Classon made a motion to adjourn and Gilmour seconded the motion. Meeting adjourned 7:30 pm.