

Administrative Board
Minutes from May 21, 2024

The Boulder County Division of the Community Action Programs Administrative Board met virtually in regular session on May 21, 2024, on TEAMS.

Present: Maryel Barron, Alex Kalkhofer.

Absent: Patrick Dillon, Erika Moats

Staff Present: Kathryn Lehman

Community guest: None

Kathryn began the meeting at 5:30 p.m.

Quorum Present: 2 out of 4

Public Comment: No public Comment

Approval of Board Minutes: Review and approval of April meeting minutes.

Directors Report:

- PERL – Administrative Boards and Commissions Training finished on May 7. PERL is working on evaluating and re-tooling Boards and Commissions.
- PIE – CAP and Mile High United Way are working through the logistics of transitioning the fiscal responsibilities to our non-profit arm of Cap. During this transition, CAP is taking every possible measure to minimize disruptions for our active PIE clients. PIE Orientations are still being scheduled, and eligible individuals are encouraged to apply, understanding that their applications will be processed once the transition is finalized.
- Cultural Broker training offered by the CAP Project Specialist for Boulder County employees is underway. Trainings so far have been well attended and very well received by participants.

Open Discussion:

- The board decided to table further discussion of possibilities for PIE program updates for the next meeting with more board members in attendance.
- The board discussed the topics of board member recruitment and retention, Kathryn raised in-person attendance and opportunities for direct involvement with CAP programs as two positive directions that could help recruit and retain members.
- The board was enthusiastic about in-person meetings and decided to meet in person in June and July, and possibly August with the added idea of proceeding with alternating virtual and in-person meetings into the Fall and Winter.

Adjourn: Motion to adjourn at 6:05 p.m.

Submitted by Kathryn Lehman