



MEMORANDUM

DATE: April 3, 2023
TO: CAK Board Members
FROM: Roger McCann
RE: April Board Meeting

The CAK April Board of Directors meeting will be held Friday, April 14 at 9:00 a.m. The meeting will be held at Blue Grass Community Action Agency, 111 Professional Court, Frankfort, KY.

You may also participate in the board meeting via video conference call. CAK will provide a link to access this meeting. Information will be posted on CAK's website for the public to request the link.

If any committee needs to meet by conference call, please contact Katlyn at katlyn@capky.org and she will setup a conference call for your meeting.

Enclosed are the agenda, previous minutes, board financial report, executive director's report, staff reports and CAD financial report.

If you have any questions, please contact me or Katlyn at the CAK office at 502/230-9060.

101 Burch Court, Frankfort, KY 40601

Phone: 502-875-5863

www.capky.org

ITEM I –
AGENDA

**Community Action Kentucky
Board of Directors Meeting**

**April 14, 2023
Blue Grass Community Action Agency and Virtual Option
Frankfort, Kentucky**

Tentative Agenda

1. Call to Order, 9:00 a.m., Catrena Bowman, Board Chair
2. Roll Call
3. Insurance Report – Phil Brown
4. Approval of Previous Minutes as mailed (February 24, 2023, and March 23, 2023)
5. Approval of Financial Report as mailed.
6. Executive Directors Report
7. Staff Reports
8. Committee Reports
 - Aging Committee
 - CAK Business Development Committee
 - Finance Committee
 - Head Start Committee
 - Insurance Committee
 - Investment Committee
 - Issues and Advocacy Committee
 - Nominations and Bylaws Committee
 - Program Committee
 - Personnel Committee
 - Technology Committee
 - Transportation Committee
 - Weatherization Committee
9. SEACAA Report – Rick Baker
10. Community Action Partnership Report – Paul Dole
11. New Business
12. Old Business
13. Adjournment, approximately 11:00 a.m.

ITEM II-
PREVIOUS
MINUTES

Community Action Kentucky Board Meeting

February 24, 2023

Blue Grass Community Action Partnership (Hybrid Meeting) – Frankfort, Kentucky

9:00 a.m.

Vice Chair Hal Goode called the meeting to order.

Troy Roberts - Roll Call. There was a Quorum.

Agencies present were: **Audubon** Area Community Services, **Bell Whitley** Community Action Agency, **Big Sandy** Area Community Action Program, **Blue Grass** Community Action Partnership, **Central Kentucky** Community Action Council, Community Action of **Southern Kentucky**, **Daniel Boone** Community Action Agency, **Gateway** Community Action, **Harlan** County Community Action Agency, **KCEOC** Community Action Partnership, **Kentucky River Foothills** Development Council, **Lake Cumberland** Community Action Agency, **Licking Valley** Community Action Program, **LKLP** Community Action Council, **Louisville** Metro Government Office of Resilience & Community Service, **Middle Kentucky** Community Action Partnership, **Multi-Purpose** Community Action Agency, **Northeast Kentucky** Community Action Agency, **Northern Kentucky** Community Action Commission, **Tri-County** Community Action Agency and **West Kentucky** Allied Services.

Insurance Report – **Phil Brown** and **Scott Brown** presented the insurance report.

Approval of Previous Minutes as mailed: **Vice Chair Hal Goode** asked for a motion to approve minutes from December 9, 2022. Motion was made by **Nick Shearer** and seconded by **Craig Brock**. Motion carried.

Approval of Financial Report as mailed: **David Carroll** made a motion to approve the financial report as mailed. **Kim Embrey-Hill** seconded the motion. Motion carried.

Special Guest –**Donna Daniels, Brushy Fork Leadership** presented the Community Action Kentucky Strategic Plan draft.

Executive Directors Report: **Roger McCann** provide an update to the executive director’s report that was mailed.

Staff Reports: There were no questions regarding staff reports.

Committee Reports:

Head Start Committee – **Martina Roe** stated the Head Start Committee met on February 23, 2023.

Discussion Topics:

- Several committee members met with Lieutenant Governor Coleman.
- Met with Representative Raymond on the topic of Full Utilization.
- Will be working with Cornerstone to create definition of full utilization.
- Provided update on committee’s five-part advocacy plan.

Insurance Committee – Discussion related to the committee and MEWA.

Chair Catrena Bowman and Roger McCann will meet to determine next steps and consult Craig Brock. Document needs to be ready to take effect July 1.

Issues and Advocacy Committee –**Paul Dole** stated the Program Committee met on February 23, 2023.

Discussion Topics:

- Draft Legislative Platform
- Appropriation request for SNAP E&T
- Legislative Breakfast
- NCAF Conference and Hill Visits

Nominations and Bylaws: **David Carroll** stated committee will meet in April. Committee will look through by-laws and prepare for elections.

Personnel Committee: **Darrell Shouse** stated committee will meet prior to April meeting to get guidelines set up for review.

Transportation Committee – Hal Goode stated the Program Committee met on February 23, 2023.

Discussion Topics:

- Senate Bill 90

Weatherization Committee – Kim Embrey-Hill stated the Weatherization Committee met on February 23, 2023.

Discussion Topics:

- Quarterly Call
- Quarterly T/TA meetings held by KHC.

Kim Embrey-Hill made a motion to halt the regularly scheduled ED meeting with KHC, but we will schedule as needed as issues arise. **Rob Jones** seconded the motion. Discussion. Motion carried.

SEACAA Report: **Rick Baker** presented the SEACAA report. Alabama is the new management company for SEACAA. Annual Conference is September 19-22, 2023, at Myrtle Beach.

National Community Action Partnership Report: **Paul Dole** presented the National Community Action Partnership report. Annual Conference is August 22-25 in Atlanta. NCAP is in the process of updating the Code of Ethics. This is an election year for the Partnership. Rick will be running for his 2nd term as 1st vice-chair. CCAP have turned in their executive skills portfolio and testing will be in June. Strategic Plan should have final approval shortly.

New Business:

Darrell Shouse made a motion that we go into executive session to talk about personnel issues. **Troy Roberts** seconded the motion. Motion Carried. Closed session entered at 11:00 a.m.

Open session resumed at 12:12 pm.

Paul Dole made a motion that staff draft a policy on remote work to bring to April Board Meeting. Policy to be implemented by May 1. **Craig Brock** seconded the motion. Motion carried.

Old Business: There was no old business.

Paul Dole made a motion to adjourn at 12:12. Motion was seconded by **Rob Jones**. Motion carried.

Troy Roberts

[Troy Roberts \(Mar 28, 2023 09:09 EDT\)](#)

Troy Roberts
Secretary

Date	Motion	1st Made By	2nd Made By	Carried/Failed/ Tabled/ Adopted/
February 2023				
2023-02-01	Motion to approve minutes from December 9, 2022.	Nick Shearer	Craig Brock	Carried
2023-02-02	Motion to approve the financial report as mailed.	David Carroll	Kim Embrey-Hill	Carried
2023-02-03	Motion to halt the regularly scheduled ED meeting with KHC, but we will schedule as needed as issues arise	Kim Embrey-Hill	Rob Jones	Carried
2023-02-04	Motion that we go into executive session to talk about personnel issues	Darrell Shouse	Troy Roberts	Carried
2023-02-05	Motion that staff draft a policy on remote work to bring to April Board Meeting. Policy to be implemented by May 1	Paul Dole	Craig Brock	Carried
2023-02-06	Motion to adjourn.	Paul Dole	Rob Jones	Carried

Community Action Kentucky Board Meeting (Special Call)

March 23, 2023

Virtual Meeting

9:00 a.m.

Chair Catrena Bowman called the meeting to order.

Troy Roberts - Roll Call. There was a Quorum.

Agencies present were: **Big Sandy** Area Community Action Program, **Blue Grass** Community Action Partnership, **Central Kentucky** Community Action Council, **Community Action Council**, Community Action of **Southern Kentucky**, **Daniel Boone** Community Action Agency, **Gateway** Community Action, **Harlan** County Community Action Agency, **KCEOC** Community Action Partnership, **Kentucky River Foothills** Development Council, **Lake Cumberland** Community Action Agency, **Licking Valley** Community Action Program, **LKLP** Community Action Council, **Louisville** Metro Government Office of Resilience & Community Service, **Middle Kentucky** Community Action Partnership, **Multi-Purpose** Community Action Agency, **Northeast Kentucky** Community Action Agency, **Northern Kentucky** Community Action Commission, **Pennyrile** Allied Community Services, and **Tri-County** Community Action Agency.

Presentation of Community Action Kentucky 21-22 Audit

Guest – **Karen Kreil, Calhoun and Company**, presented CAKs Audit.

Chair Catrena Bowman asked for a motion to accept the CAK 21-22 audit. Motion was made by **Paul Dole** and seconded by **Carla Brown**. Motion carried.

Paul Dole made a motion to engage Calhoun and Company for 2022-2023 year. Motion was seconded by **Robin Whitaker**. Motion Carried.

Community Action Kentucky Remote Work Policy

Chair Catrena Bowman asked for a motion to accept Community Action Kentucky Remote Work Policy with an effective date of May 1. Motion was made by **David Estep** and seconded by **Sharon Price**. Discussion. Motion carried.

Carla Brown made a motion to adjourn at 9:47. Motion was seconded by **David Carroll**. Motion carried.

Troy Roberts

Troy Roberts (Mar 28, 2023 14:49 EDT)

Troy Roberts
Secretary

Date	Motion	1st Made By	2nd Made By	Carried/Failed/ Tabled/ Adopted/
March 2023				
2023-03-01	Motion to accept the CAK 21-22 audit.	Paul Dole	Carla Brown	Carried
2023-03-02	Motion to engage Calhoun and Company for 2022-2023 year.	Paul Dole	Robin Whitaker	Carried
2023-03-03	Motion to accept Community Action Kentucky Remote Work Policy with an effective date of May 1.	David Estepp	Sharon Price	Carried
2023-03-04	Motion to adjourn.	Carla Brown	David Carroll	Carried

ITEM III-
FINANCIAL
REPORT

Community Action Kentucky, Inc. Statement of Financial Position

	Year To Date 02/28/2023	Year Ending 06/30/2022	FY Change
Assets			
Current Assets			
General Checking	1,535,729.42	486,906.78	1,048,822.64
Gaming Checking	1,001.00	1,001.00	0.00
A/R - General	4,455.56	31,247.21	(26,791.65)
A/R - Funding Sources	12,849,465.32	5,447,005.58	7,402,459.74
A/R - Subrecipients	1,813.49	206,635.96	(204,822.47)
Housing Loans Receivable	1,119.72	1,119.72	0.00
Prepaid Expenses	13,982.28	8,335.47	5,646.81
Total Current Assets	14,407,566.79	6,182,251.72	8,225,315.07
Fixed Assets	1,294,771.17	1,399,363.77	(104,592.60)
Baird - Investments	981,912.17	951,189.76	30,722.41
Total Assets	16,684,250.13	8,532,805.25	8,151,444.88
Liabilities & Net Assets			
Liability			
Accounts Payable	10,866,216.93	5,289,823.31	5,576,393.62
Credit Card Payable	4,552.40	0.00	4,552.40
Accrued Expenses	12,211.25	0.00	12,211.25
Payroll Liability	94,010.55	130,315.67	(36,305.12)
Deferred Revenue	3,177,175.37	351,358.48	2,825,816.89
Total Liability	14,154,166.50	5,771,497.46	8,382,669.04
Net Assets			
Without Donor Restrictions	2,761,307.79	2,746,571.23	14,736.56
Change in Net Assets	(231,224.16)	14,736.56	(245,960.72)
Total Net Assets	2,530,083.63	2,761,307.79	(231,224.16)
Total Liabilities & Net Assets	16,684,250.13	8,532,805.25	8,151,444.88

No assurance is provided on these financial statements and disclosures are omitted.

Community Action Kentucky, Inc. Statement of Activities

	Month To Date 02/28/2023	Year To Date 02/28/2023	Annual Budget	Remaining Budget
Operating Revenue				
Government Grants	12,243,736.08	46,673,725.19	57,341,329.00	10,667,603.81
Other Grant	0.00	295,224.56	0.00	(295,224.56)
Non-Grant Contract	0.00	39,340.25	304,140.00	264,799.75
Donations	(695,500.00)	0.00	0.00	0.00
Interest/Dividend Income	1,486.18	16,849.66	35,000.00	18,150.34
Dues - Regular	12,187.99	97,503.92	41,545.00	(55,958.92)
Dues - Associates	133.33	1,066.68	0.00	(1,066.68)
Meeting Income	0.00	1,630.00	49,000.00	47,370.00
Rental Income	3,100.00	15,800.00	34,041.00	18,241.00
CASTiNET 3	16,666.66	133,333.35	200,000.00	66,666.65
Other Income	0.00	46.41	0.00	(46.41)
Total Operating Revenue	11,581,810.24	47,274,520.02	58,005,055.00	10,730,534.98
Operating Expense				
1-Rural Community Assistance Partnership	100,370.99	653,025.89	740,000.00	86,974.11
2-Low Income Home Energy Assistance	11,633,993.80	40,695,275.55	47,525,809.00	6,830,533.45
3-Weatherization	2,210.15	70,192.54	123,547.00	53,354.46
4-Community Services Block Grant	22,245.06	243,178.75	350,000.00	106,821.25
5-Office of Community Services	108,949.25	323,903.39	400,000.00	76,096.61
6-KYnect	406,320.44	3,276,888.02	7,326,307.00	4,049,418.98
7-Home Energy Assistance	47,658.88	397,726.19	825,666.00	427,939.81
8-Other Funding	168,531.56	1,569,285.06	354,140.00	(1,215,145.06)
9-Supporting Services	78,310.01	293,182.27	592,710.00	299,527.73
Total Operating Expense	12,568,590.14	47,522,657.66	58,238,179.00	10,715,521.34
Total Operating Activity	(986,779.90)	(248,137.64)	(233,124.00)	15,013.64
Non-Operating Activity				
Unrealized Gain/Loss	(22,157.24)	26,249.85	0.00	(26,249.85)
Realized Gain/Loss	(3,695.55)	(9,336.37)	0.00	9,336.37
Total Non-Operating Activity	(25,852.79)	16,913.48	0.00	(16,913.48)
Total Change in Net Assets	(1,012,632.69)	(231,224.16)	(233,124.00)	(1,899.84)

No assurance is provided on these financial statements and disclosures are omitted.

Community Action Kentucky, Inc.
Statement of Cash Flows - Indirect Method

Year To Date 02/28/2023

Cash flows from operating activities	
Change In Net Assets	(231,224.16)
Change in Cash from Operating Activities	
Amortization	104,592.60
Accounts Receivable	(7,170,845.62)
Prepaid Expenses	(5,646.81)
Accounts Payable	5,580,946.02
Deferred Revenue	2,825,816.89
Other Liabilities	(24,093.87)
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Cash flows from operating activities	1,079,545.05
Cash flows from investing activities	
Gain/Loss on long term investments	(30,722.41)
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Cash flows from investing activities	(30,722.41)
Increase (Decrease) in Cash	1,048,822.64
Cash, Beginning Period	487,907.78
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Cash, End of Period	1,536,730.42
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No assurance is provided on these financial statements and disclosures are omitted.

Community Action Kentucky, Inc.
Revenue & Expense by Board Program
As of February 28, 2023

	1-Rural Community Assistance Partnership	2-Low Income Home Energy Assistance 3-Weatherization	4-Community Services Block Grant	5-Office of Community Services	6-KYnect	7-Home Energy Assistance	8-Other Funding	9-Supporting Services		
Operating Revenue										
Government Grants	268,591	40,761,870	70,193	243,311	191,525	3,276,888	361,131	1,500,217	0	46,673,725
Other Grant	0	0	0	0	0	0	0	239,071	56,153	295,225
Non-Grant Contract	0	0	0	0	0	0	39,340	0	0	39,340
Interest/Dividend Income	0	0	0	0	0	0	0	0	16,850	16,850
Dues - Regular	0	0	0	0	0	0	0	0	97,504	97,504
Dues - Associates	0	0	0	0	0	0	0	0	1,067	1,066
Meeting Income	0	0	0	0	0	0	0	0	1,630	1,630
Rental Income	0	0	0	0	0	0	0	0	15,800	15,800
CASTINET 3	0	0	0	0	0	0	0	0	133,333	133,334
Other Income	0	0	0	0	0	0	0	0	46	46
Total Operating Revenue	268,591	40,761,870	70,193	243,311	191,525	3,276,888	400,471	1,739,288	322,383	47,274,520
Operating Expense										
Salaries	196,882	95,688	1,086	55,205	23,502	37,901	12,908	25,154	160,307	608,633
Fringe Expenses	136,273	64,476	661	32,138	12,287	25,401	10,111	14,080	19,410	314,837
Subrecipient Admin	0	3,257,890	0	0	245,000	3,157,309	85,271	136,766	0	6,882,236
Subrecipient Benefits	0	37,120,485	0	0	0	0	0	1,345,048	0	38,465,533
Subrecipient Slot Fees	0	0	0	0	0	0	271,475	0	0	271,475
Legal Fees	0	81	0	0	0	0	0	3,642	12,614	16,336
Accounting & Payroll	0	1,375	0	0	0	1,650	110	0	113,692	116,827
Technology Services	0	25,599	3,151	83,272	5,174	0	620	10,821	87,619	216,257
Other Professional Services	148,733	260	0	370	0	235	0	0	27,830	177,428
Travel	20,215	34	22	6,925	847	0	0	825	2,314	31,182
Travel - Out-of-State	11,704	0	0	2,138	9,548	0	0	0	27	23,418
Meeting	0	0	0	0	0	0	0	0	8,130	8,130
Professional Association Fees	573	0	0	0	0	0	0	0	8,379	8,952
Education/Registration	0	0	0	599	0	150	0	0	7,351	8,100
Telephone	0	0	0	0	0	0	0	0	15,248	15,248
Postage	90	0	0	0	0	1,417	0	0	2,999	4,506
Supplies	779	0	0	0	0	113	0	0	3,252	4,143
Publications/Subscriptions	1,004	134	0	0	0	3	0	0	96,793	97,935
Dues/Fees	0	0	0	0	0	0	0	0	16,558	16,557
Insurance/Bonding	0	0	0	0	0	0	0	0	25,517	25,517
Pollution Ins	0	0	63,942	0	0	0	0	0	1	63,943
Printing	0	0	0	0	0	0	0	0	360	361
Advertising	0	0	0	0	0	0	0	100	300	400
Utilities	0	0	0	0	0	0	0	0	10,217	10,217
Repairs/Maintenance	0	0	0	0	0	0	0	0	26,057	26,056
Depreciation	0	0	0	0	0	0	0	0	104,593	104,593
Bad Debt	0	0	0	0	0	0	0	0	0	0
Other Expense	0	0	0	0	0	0	0	0	3,837	3,838
Shared Costs	136,773	129,253	1,331	62,532	27,546	52,709	17,231	32,849	(460,223)	0
Total Operating Expense	653,026	40,695,275	70,193	243,179	323,904	3,276,888	397,726	1,569,285	293,182	47,522,658
Total Operating Activity	(384,435)	66,595	0	132	(132,379)	0	2,745	170,003	29,201	(248,138)

No assurance is provided on these financial statements and disclosures are omitted.

Community Action Kentucky, Inc.
Revenue & Expense by Board Program
As of February 28, 2023

	1-Rural Community Assistance Partnership	2-Low Income Home Energy Assistance	3-Weatherization	4-Community Services Block Grant	5-Office of Community Services	6-KYnect	7-Home Energy Assistance	8-Other Funding	9-Supporting Services		
Non-Operating Activity											
Unrealized Gain/Loss	0	0	0	0	0	0	0	0	26,250	26,250	
Realized Gain/Loss	0	0	0	0	0	0	0	0	(9,336)	(9,336)	
Total Non-Operating Activity	0	0	0	0	0	0	0	0	16,914	16,914	
Total Change in Net Assets	(384,435)	66,595	0	132	(132,379)	0	2,745	170,003	46,115	(231,224)	

ITEM V-

**EXECUTIVE
DIRECTOR'S
AND
STAFF
REPORTS**

CAK Staff Reports
April 2023

Executive Director Report	2
CSBG Board Packet	4
Program Team Board Packet	8
Outreach Board Packet	9
CAK Rural Community Assistance Partnership Report	11

**Executive Director Report
Submitted by Roger McCann**

Legislative Breakfast and Meetings:

On March 1, CAK held an event at the State Capitol during the Legislative Session to raise awareness about Community Action. The event included a breakfast, over 100 people representing CAAs for across Kentucky, 50 scheduled meetings, and a group photo.

NCAF Conference and Congressional Hill Visits:

Representatives from CAAs and CAK traveled to Washington DC to attend the 2023 NCAF Conference March 16-17. The group met with Congressional staff on March 16.

Strategic Planning:

Catrena and Roger held a telephone call with Executive Directors who were not able to attend the Strategic Planning Sessions on January. We provided a summary of the plan and discussed next steps to implement the plan.

CAK's Annual Audit complete:

Calhoun and Company provided CAK with a final audit. The audit was without findings or issues. The CAK Board held a Special Called Board meeting on March 23 and the Executive Committee moved to accept the Audit on March 27.

Remote Work Policy:

At the February Board Meeting CAK was asked to provide a Remote Work Policy. A modified version of CAPLAW's policy was offered to CAA Board members for input. The report was discussed during a special called Board Meeting on March 23 and approved by the Executive Committee on March 27.

LIHEAP Winter Crisis 2023:

LIHEAP Winter Crisis 2023 has concluded and CAAs are now closing out pending applications. As of this report, CAAs have approved ~\$25.4M in benefits, which is about 70% of the total allocated to LIHEAP Crisis. Approximately 71,683 households have been served. DCBS has indicated that there will be a LIHEAP Spring Subsidy program but have not announced the date as of this report.

CASTiNET work queue:

CAK has released the CASTiNET "Work Queue" to CAAs. This new feature will enable CAAs to track and process client referrals. Supervisors will be able to assign referrals to any staff member, and re-assign them to respond to changing work conditions. Staff can enter referrals manually, but the feature also allows for electronic uploads.

DOL MEWA Audit:

The Department of Labor has provided CAK a letter that outlines issues related to the CAK MEWA. The letter requests that CAK propose corrective action plan. As of this report, CAK has referred the letter to our legal counsel.

FEMA Disaster Case Management:

Disaster Case Management activities continue in both the Tornado affected areas in Western Kentucky and Flood affected areas in Eastern Kentucky. CAAs are holding weekly calls with CAK to voice questions and provide updates. CAK relays the updates to CHFS and FEMA. Case numbers continue to grow in both regions.

KYNECT Resources Interface:

CAK continuing work on the CASTiNET interface with KYNECT Resources. The project, which partners CAK and CHFS, will automate the referral of clients between CHFS and CAAs.

Travel:

Roger attended the SEACAA Board Meeting February 21 in Atlanta, GA
NCAF Conference March 15-16 in Washington, DC

Ongoing CAK projects:

- Annual Conference preparations
- FEMA Disaster Recovery
- CAK Board Guide
- United HealthCare Catalyst project
- CASTINET – KYNECT Resources integration.

Upcoming Travel:

- Vacation April 24-28

Central Kentucky Community Action Council: August 10, 2022
Community Action Council: August 24, 2022
Multi-Purpose Community Action Agency: September 8, 2022
KCEOC Community Action Partnership: September 28, 2022
Northern Kentucky Community Action Commission: September 29, 2022
Daniel Boone Community Action Agency: October 4, 2022
Lake Cumberland Community Action Agency: October 5, 2022
Tri-County Community Action Agency: October 7, 2022
Northeast Kentucky Community Action Agency: November 1, 2022
Gateway Community Action: November 2, 2022
Louisville Metro Office of Resilience and Community Services: November 8, 2022
Blue Grass Community Action Partnership: November 10, 2022
Kentucky River Foothills Development Council: December 13, 2022
Pennyrile Allied Community Services: January 11, 2023
West Kentucky Allied Services: January 12, 2023
Middle Kentucky Community Action Partnership: February 21, 2023
LKL Community Action Council: February 22, 2023
Big Sandy Area Community Action Program: February 23, 2023
Licking Valley Community Action Program: March 7, 2023

Of the twenty-one agencies monitored to date, all have been within the 90% threshold of meeting and/or exceeding the Organizational Standards.

Remaining Organizational Standards Monitoring Schedule

Harlan County Community Action Agency: March 29, 2023
Bell Whitley Community Action Agency: March 30, 2023

The State Association and the State Lead Office met to determine the schedule for the upcoming 2023-2024 Organizational Standards monitoring's. Calendar events were sent to all agencies. If you foresee any issue with the date, please contact Kris Wilson and me as early as possible.

CSBG 2023 Spring Training Session Held Virtually

CAK hosted the CSBG 2023 Spring Training Sessions on March 21 and March 22, 2023. There were representatives from all agencies in attendance.

Training topics are as follows:

- Customer Engagement
- Applying ROMA to Whole Family Approach
- 2024 Plan and Budget Proposal
- Review Data Planning, Collection, and Reporting Guide for CSBG Directors (refresher and new CSBG orientation guide)
- The New Way of Handling Referrals to your Agency

CSBG T/TA Provided:

CAK program staff provides ongoing T/TA assistance through Team meetings, email, and phone calls.

2023 Management and Leadership Training Conference

CAK program staff attended the 2023 Management and Leadership Training Conference.

Sessions Attended

- State Association Meeting
- Opening Welcome and Federal Partner Update
- Fireside Chat – Reimagining the Future: Advancing Equity and Sustaining Innovation
- Fireside Chat – Interrupting Child Welfare: Involvement for Families
- Creating Equitable Economic Opportunity Through Community Economic Development
- Reimagining & Leading a Future that Works for Everyone
- Implementing LIHWAP – Today and Beyond
- Fireside Chat – Hot Topic in Community Action Leadership
- Legislative Update
- Reimagining Impact with Whole Family Approach
- CSBG: Advancing Equity Through Performance Management
- Increase your Annual Report Data Savvy and Tell your Story
- Community Action in “Action” Leadership Panel

Kentucky National Certified ROMA Trainers/Implementers:

Kentucky currently has a total of ten (10) Nationally Certified ROMA Trainers (two who are also Master Trainers) and fourteen (14) Nationally Certified ROMA Implementers (this includes one Implementer within State Government, Jessica Hinkle).

Region IV-Regional Performance and Innovation Consortia

CAK program staff conducts monthly conference calls with Region IV - Service Area B to provide State and National updates and disseminate timely information to state associations, state offices, and local entities representing each state’s team and quarterly conference calls with Region IV – Service Area B.

- Monthly Conference Call with RPIC Service Area B (State Associations and State CSBG Lead Agencies): February 16, 2023
- Monthly Conference Call with RPIC Service Area B (State Associations and State CSBG Lead Agencies): March 15, 2023
- Upcoming Monthly Conference Call with RPIC Service Area B (State Associations and State CSBG Lead Agencies): April 19, 2023

CAK program staff takes part in webinars and conference calls, hosted by OCS, NASCSP and by the Community Action Partnership.

- Office of Community Services – How to Prepare the Annual Report: January 4, 2023
- Office of Community Services – Region 4 FY 2023 Quarterly Call (Lead State Offices and RPIC Lead from Region 4A and Region 4B): February 8, 2023
- National Community Action Foundation – February Coffee Chat with David Bradley: February 28, 2023
- National Community Action Partnership – State Association Meeting: March 10, 2023
- Office of Community Services – One-on-One Bi-Monthly RPIC 4B Check in – March 14, 2023
- National Diaper Bank Network – DDDRP Funding Opportunity: March 16, 2023

CAK program staff joins RPIC Lead monthly conference calls.

- RPIC Lead Monthly Conference Call: February 16, 2023
- RPIC Lead Monthly Conference Call: March 16, 2023
- Upcoming RPIC Lead Monthly Conference Call: April 20, 2023

Program Team Board Packet**Submitted by Margie Meehan, Pat Nicely, JoEllen Dawson****Section:**

LIHEAP- At the time of this writing, LIHEAP Crisis has served 71,683 households with benefits totaling \$25,370,178.12. An estimated 10 million dollars remain in the LIHEAP Block Grant Funds, and 13 million in CAA Supplement award. DCBS has requested a Spring Subsidy Component that will begin April 17, 2023 and end June 2, 2023. Monitoring has been completed on 20 agencies with the remaining 3 to be completed prior to May 30, 2023, meeting the contractual obligation.

LIHWAP- Approximately 95% of LIHWAP funding that was allocated to Federally Declared Disaster Counties has been expended. These funds were administrative funds that were carried over to SFY 23, and were not sufficient to operate a state-wide program. Daily spend rates indicate these funds will be totally expended by the end of this fiscal year. All LIHWAP funds must be spent by September 30, 2023.

Kynect- at the time of this report, kynectors have completed 3606 Medicaid Applications, 664 QHP applications and attended 1591 outreach events during FY 23. Medicaid renewals will resume with the end of the Public Health Emergency in May. It is estimated that over 200,000 Kentuckians will be effected by the renewals. A Special Enrollment period will be available for those who are no longer eligible for Medicaid. This process will continue over the next 12 months.

HEA- March is the last month of benefits for Columbia Gas and Delta Gas. April is the last month of benefits for Ky Power customers and Natural Gas only customers for Duke and LGE. Duke, KU and LGE electric and electric/natural gas combo customers will also receive benefits throughout the summer months of July, August, and September. The program ends September 30, 2023. Applications for program year 23-24 will begin in October.

Disaster Case Management- At the time of this report, there are 11 open cases in the Western KY disaster area, 30 cases have been completed and closed. These cases included the Disaster Case Manager working closely with Ky Emergency Management and Long-Term Recovery Groups and resulted in at least one resident receiving confirmation that his home will be re-built and one family that received their new modular home on Christmas Eve. The family has moved in and are settled in their new home. The Eastern KY disaster areas have 630 opened cases with 70 closed cases. Many of the closed cases resulted from residents returning to their homes. Case workers continue to open new cases daily and are working closely with FEMA (Federal Emergency Management Agency), Ky Emergency Management, and the Long-Term Recovery Groups. There will continue to be ongoing training offered throughout the program's life. Bi-weekly calls are held to discuss any barriers and identify successful strategies to assist disaster survivors with their recovery.

Goodwill- at the time of this report, agencies have expended approximately 22% of the Goodwill vouchers. Quarterly allocations will be added April 1, 2023.

TRIPS- The final report has been submitted for the TRIPS Pilot Program. One student participated in this program and will continue to receive rides until the end of this school year. CAK collaborated with the Office of Career and Technical Education (CTE) to identify successes and barriers to this program. CTE determined many manufacturing companies will not admit students under the age of 18 into their co-op programs for safety reasons. This reduced the number of eligible students needing transportation.

**Outreach Board Packet
Submitted by Katlyn Miller**

Events/Trainings:

Legislative Breakfast was held on March 1st. There was great attendance from across the network. After the breakfast, there were over 50 meetings between CAAs and Legislators. CAK sent thank you cards, including photos, to Legislators that met and/or attended the breakfast. Link was emailed to access photos taken by photographer during the breakfast.

CAK coordinated Hill Visits for March 16th, as part of NCAF's conference in Washington D.C. Five CAAs and CAK met with staff members from seven of the Kentucky's Congressional members offices.

Partners

CAK staff participated on the Kentucky Women's Cancer Screening Advisory meeting, which included discussion on the office's plan of action.

CAK staff present to HUD representatives on March 7th about Kentucky's Community Action Network and discussed ways to partner together.

CAK staff met with Aetna representative to discuss their Social Determines of Health initiative and potential opportunities for CAA involvement.

The first 2023 quarterly calls were held in March with the Department of Aging and Independent Living and Cabinet for Health and Family Services.

Communications

CAK provided a LIHEAP Crisis Press Release, outreach graphics, and outreach language to CAAs. LIHEAP Crisis was advertised across CAK's social media platforms and released a statewide press release on January 9th. As of this report, the LIHEAP Crisis Facebook post organically reached over 5,990 people and was shared 78 times.

CAK boosted the Disaster Case Management Facebook post through Facebook ads. The ad reached over 13,500 people over a 29-day period in February. Boosting the Facebook post resulted in 369 clicks, navigating users to call for their local CAA's information, and 59 post shares.

2023 Conference Preparation

Planning has continued for the 2023 Annual Conference. CAK is currently scheduling speakers and vendors for the event. The conference will have eight tracks and a pre-con poverty simulation. Conference registration will be released for attendees in April.

CAK is utilizing a new event platform for conference registration, which includes credit card processing. There will also be a conference phone app for which attendees will have access to session schedules, vendor information, and updates.

CAK developed and distributed a sponsorship packet for the 2023 conference. At the time of this report, we have one paid sponsorship for \$1,000.

**CAK Rural Community Assistance Partnership Report
Submitted by Kim Padgett**

Project List (February - March 2023)

County

Bacon Creek	Hart & Larue
Barkley Lake Water District	Trigg
Benham	Harlan
Big Cowan	Letcher
Black Mountain Utility District	Harlan
Bradfordsville	Marion
Breathitt County Water District	Breathitt
Brodhead	Rockcastle
Carlisle Sewer Department	Nicholas
Cloverport Water and Sewer Department	Breckinridge
Conway	Rockcastle
Corinth Water District	Grant, Harrison
Crab Orchard Water District	Lincoln
Cumberland	Harlan
Cumberland Falls Highway Water District	Whitley
Cumberland River	Letcher
Cumberland River Water Commission	Harlan & Letcher
Drakesboro Water Department & Sewer	Muhlenberg
East Casey County Water District	Casey
East Logan Water District	Logan
Estill County Water District	Estill
Fleming Neon Water	Letcher
Fredonia Water Department	Caldwell
Gordon	Letcher
Greensburg Water Works	Green
Harlan Municipal Water	Harlan
Hickman	Fulton
Hustonville	Lincoln
Hyden Leslie County Water District	Leslie
Jackson County Water Association	Jackson
Jackson Municipal Water	Breathitt
Knox County Fiscal Court	Knox
Knox County Hospital District	Knox
Letcher County Water District	Letcher
Lincoln County Sanitation District Phase 2	Lincoln
Livingston Municipal Water Works and Wastewater	Rockcastle
Loggy Hollow	Letcher
Lynch	Harlan

Marion	Crittenden
McKee	Jackson
Manchester	Clay
Menifee County	Menifee
Millstone	Letcher
Milton Water & Sewer Department	Trimble
Monroe County Water District	Monroe
Morgan County Water District	Morgan
Mount Olivet Water Department	Robertson
Mount Vernon	Rockcastle
Munfordville Water Dept.	Hart
Perry County Water System-Vicco	Perry
Rattlesnake Ridge Water District	Carter
Rowan Water, Inc.	Rowan
Roxana Drinking Water	Letcher
Roxana Wastewater	Letcher
Wheelwright Utilities Commission	Floyd
Whitesburg	Letcher

Outreach Activities

RCAP National Meeting, Washington, DC	Feb 27-Mar 3
Lead in Drinking Water Operator Training (5 CEUs), London	Mar 1
Drinking Water & Wastewater Operator Training (6 CEUs), Maysville	Mar 8
USDA RD State Office	Mar 10
EKWWOA Board Meeting	Mar 10
RCAP National Solid Waste Work Group Meeting	Mar 13
RCAP National Disaster Work Group Meeting	Mar 13
Kentucky Drinking Water Advisory Council Meeting	Mar 14
Kentucky Clean Water Advisory Council Meeting	Mar 14
FEMA Public Infrastructure Disaster Workshop	Mar 15-16
RCAP National Training Work Group Meeting	Mar 16
RCAP ESRI Training in Charleston, WV	Mar 20-21
Lead in Drinking Water- Schools and Childcares	Mar 24
USEPA Tour	Mar 27
Lead in Drinking Water - Small Systems Subcommittee	Mar 28
PFAS Working Group	Mar 28
PFAS Training	Mar 28
Operator Training at Ky Water & Wastewater Operator Assoc, Morehead	Mar 29
Career Day, Versailles	Mar 31

Upcoming Activities

RCAP National DCS Work Group Meeting	April 12
Lead in Drinking Water Workgroup	April 17
Earth Week - Elementary School Educational Events	April 17-21
Operator Training	April 19
RD State Office Meeting, Lexington	April 21
Drinking Water & Wastewater Operator Training (6 CEUs), Somerset	April 26
Kentucky Water & Wastewater Operator Association Conference	May 2-4

Should you have specific questions regarding any project, please contact CAK's RCAP State Director Kimberly H. Padgett at khpadgett@capky.org . Ms. Padgett will refer you to the proper Technical Assistance Provider. Thank you.

ITEM VI-

INFORMATION

ITEM I –

UPDATED CAD

FINANCIAL REPORT

Community Action Development
FYE 6/30/2023

Report Period: 7/1/22 - 6/30/23

Date	Deposit	Bell Whitley	Daniel Boone	Harlan	Multi-Purpose	KCEOC	Other
Balance 6/30/22	\$ 5,118.74						
7/7/22	42.00	42.00					
8/2/22	239.92	71.00	43.50	125.42			
8/18/22	40.00	40.00					
9/19/22	87.00	87.00					
9/27/22	44.00	44.00					
10/11/22	169.93	44.00	50.75	75.18			
10/31/22	45.00	45.00					
11/10/22	46.00	46.00					
11/21/22	45.00	45.00					
12/12/22	45.00	45.00					
1/9/23	92.00	92.00					
1/19/23	186.92	45.00	43.50	98.42			
1/30/23	42.00	42.00					
2/15/23	42.00	42.00					
3/1/23	41.00	41.00					
3/13/23	5,040.00	40.00				5,000.00	
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Totals	<u>6,247.77</u>	<u>811.00</u>	<u>137.75</u>	<u>299.02</u>	<u>0.00</u>	<u>5,000.00</u>	

Check		
Date	Check No.	
3/2/23	Online Annual Filing	25.00
3/13/23	103 NCAF	10,000.00

Totals 10,025.00

Balance 6/30/22	\$ 5,118.74
Deposits	\$ 6,247.77
Checks	\$ 10,025.00
Balance 6/30/23	<u>\$ 1,341.51</u>