



MEMORANDUM

DATE: January 29, 2024
TO: CAK Board Members
FROM: Troy Roberts
RE: February Board Meeting

The CAK February Board of Directors meeting will be held Friday, February 9 at 9:00 a.m. The meeting will be held at Blue Grass Community Action Partnership, 111 Professional Court, Frankfort, KY 40601.

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, please contact Katlyn at katlyn@capky.org and she will setup 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.

ITEM I – AGENDA

**Community Action Kentucky
Board of Directors Meeting**

**February 9, 2024
Blue Grass Community Action Partnership and Virtual Option
Frankfort, Kentucky**

Tentative Agenda

1. Call to Order, 9:00 a.m., Catrena Bowman, Board Chair
2. Introduction of New Board Members
3. Roll Call
4. Approval of the meeting agenda.
5. Approval of Previous Minutes as mailed.
6. Approval of Financial Report as mailed.
7. Board Chair Report
8. Executive Director Report
9. Staff Reports
10. Committee Reports
 - Aging Committee
 - Business Development Committee
 - Finance Committee
 - Head Start Committee
 - Investment Committee
 - Issues and Advocacy Committee
 - Nominations and Bylaws Committee
 - Program Committee
 - Personnel Committee
 - Technology Committee
 - Transportation Committee
 - Weatherization Committee
11. SEACAA Report – Rick Baker
12. Community Action Partnership Report – Paul Dole
13. New Executive Director Training and Mentor Program
14. New Business
15. Old Business
16. Adjournment, approximately 11:00 a.m.

ITEM II-
PREVIOUS
MINUTES

Community Action Kentucky Board Meeting
December 8, 2023, 9:00 a.m.
Blue Grass Community Action Partnership (Hybrid Meeting – Frankfort, KY)

Madame Chair Catrena Bowman called the meeting to order at 9:00 a.m.

Troy Roberts – Roll Call. There was a Quorum.

Agencies present were **Audubon** Area Community Services, **Bell Whitley** Community Action Agency, **Big Sandy** 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, **Middle** Kentucky Community Action Partnership, **Northeast** Kentucky Community Action Agency, **Northern** Kentucky Community Action Commission, **Pennyrile** Allied Community Services, **Tri-County** Community Action Agency, **West** Kentucky Allied Services.

Approval of Meeting Agenda – Chair Catrena Bowman asked for a motion to approve the agenda. Motion made by **Darrell Shouse** and seconded by **Rob Jones**. Motion carried.

Approval of Previous Minutes as mailed (October 13, 2023; October 19, 2023; and November 6, 2023) – Chair Catrena Bowman asked for a motion to approve all previous minutes as mailed. Motion made by **Darrell Shouse** and seconded by **Martina Rowe**. Motion carried.

Approval of Financial Report as mailed – Kaydee Rupert provided an updated on the October Financial Report. **Paul Dole** made a motion to approve the Financial Reports as mailed. Seconded by **Rob Jones**. Motion carried.

Executive Director’s Report – Troy Roberts submitted an Executive Director’s Report included in the Board Packet.

Staff Reports – There were no questions about the staff reports.

Committee Reports

Business Development Committee – Troy Roberts reported for the committee.

Discussion:

- Committee met with First Financial Bank about their grant and funding opportunities.

Head Start Committee – Carla Brown reported for the committee.

Discussion:

- Head Start Track at CAK’s Annual Conference.
 - Expanding to a 2-day track with sessions for Head Start Staff and Executive Leadership.
- Upcoming Round Table Discussions related to the proposed changes to the Head Start program.
 - Chair Catrena Bowman emphasized the importance of representation at the in-person Regional Session.
- Governor Beshear’s desire to provide an 11% salary increase for school personnel.
- Kentucky Head Start Association.

Investment Committee – Troy Roberts provided an update for the committee.

Discussion:

- Baird Group needs oversight from the investment committee on the breakout for the new investments.

Darrell Shouse made a motion to give the Investment Committee authorization to make the portfolio to the best of their knowledge. **Rob Jones** seconded the motion. Motion carried.

Issues and Advocacy Committee – Paul Dole reported for the committee.

Discussion:

- Update of the SNAP Employment & Training Appropriations Request.
- Adoption of Legislative Platform.
- Conduct a survey among CAAs to determine staff numbers.

Rick Baker made a motion to adopt update legislative platform. **Craig Brock** seconded the motion. Motion carried.

Program Committee – Donna Pace reported for the committee.

Discussion:

- 2024 CAK Annual Conference update including tracks and registration fees.

Paul Dole made a motion to have a 10% increase across the board for conference. **Carla Brown** seconded the motion. Motion Carried.

Technology Committee – Brandon Harley reported for the committee.

Discussion:

- GRAVY Workgroup Update.
- CASTiNET Updates.
- Monthly IT Calls.
- CAK Annual Conference IT Track.

Transportation Committee – Robin Whitaker reported for the committee.

Discussion:

- Cabinet Updates from the December Quarterly Meeting.

SEACAA Report – Rick Baker presented the report.

The Annual Conference will be in Orlando in late September, the exact date has not been set.

National Community Action Partnership Report – Paul Dole presented the report.

Management and Leadership Training Conference will be held in Las Vegas, February 14-16. CCAP slots are available at \$600 each or purchase as a package deal. Annual Conference is in Seattle, Washington from August 27-30. The 2025 conference will be in Detroit. Encourage CAAs to apply for the Pathways to Excellence program.

Action Item –

David Carroll made a motion to ratify the proposed bylaw changes. Seconded by **Robin Whitaker**. Motion carried.

New Business –

Carla Brown made a motion to enter into closed session to discuss personnel and potential legal issues. **Kenny Walters** seconded the motion. Motion carried. Entered closed session at 10:00 a.m.

Paul Dole made a motion to return to open session. **Rick Baker** seconded the motion. Motion carried. Entered open session at 11:03 a.m.

Darrell Shouse made the motion to allow the Board Chair, Catrena Bowman, to settle the severance package with Roger McCann for anything up to the amount proposed in closed session. And that all sick and annual leave payout will follow CAK's policy. **Paul Dole** seconded the motion. The motion carried.

Robin Whitaker made the motion to approve the proposal to pay Blue Grass Community Action Partnership \$15,000 per month for acting as the interim Executive Director of CAK starting on November 6, 2023. **Craig Brock** seconded the motion. The motion carried.

Rick Baker made the motion to adjourn. **Martina Rowe** seconded the motion. Motion Carried. Meeting ended at 11:09 a.m.

Troy Roberts

Troy Roberts (Jan 18, 2024 11:31 EST)

Troy Roberts
Secretary

December 2023	Motion	Made By	Seconded	Carried/Failed/ Tabled/ Adopted
2023-12-01	Motion to approve the agenda.	Darrell Shouse	Rob Jones	Carried
2023-12-02	Motion to approve the previous minutes as mailed.	Darrell Shouse	Martina Roe	Carried
2023-12-03	Motion to approve the Financial Reports as mailed	Paul Dole	Rob Jones	Carried
2023-12-04	Motion to give the Investment Committee authorization to make the portfolio to the best of their knowledge.	Darrell Shouse	Rob Jones	Carried
2023-12-05	Motion to adopt update legislative platform.	Rick Baker	Craig Brock	Carried
2023-12-06	Motion to have a 10% increase across the board for conference.	Paul Dole	Carla Brown	Carried
2023-12-07	Motion to ratify the proposed bylaw changes.	David Carroll	Robin Whitaker	Carried
2023-12-08	Motion to enter into closed session to discuss personnel and potential legal issues	Carla Brown	Kenny Walters	Carried
2023-12-09	Motion to return to open session.	Paul Dole	Rick Baker	Carried
2023-12-10	Motion to allow the Board Chair, Catrena Bowman, to settle the severance package with Roger McCann for anything up to the amount proposed in closed session. And that all sick and annual leave payout will follow CAK's policy.	Darrell Shouse	Paul Dole	Carried
2023-12-11	Motion to approve the proposal to pay Blue Grass Community Action Partnership \$15,000 per month for acting as the interim Executive Director of CAK starting on November 6, 2023.	Robin Whitaker	Craig Brock	Carried
2023-12-12	Motion to adjourn.	Rick Baker	Martina Rowe	Carried

Review Signature Page

Catrena Bowman

Catrena Bowman (Jan 18, 2024 11:44 EST)

Catrena Bowman
Board Chair

ITEM III-
FINANCIAL
REPORT

Community Action Kentucky, Inc. Statement of Financial Position

	Year To Date 12/31/2023	Year Ending 06/30/2023	FY Change
Assets			
Current Assets			
General Checking	9,333,650.01	6,397,715.74	2,935,934.27
Gaming Checking	989.00	3,219.00	(2,230.00)
A/R - General	3,241.13	4,915.10	(1,673.97)
A/R - Funding Sources	1,878,846.08	2,394,327.88	(515,481.80)
Unbilled Grants Receivable	116,474.66	(88,687.03)	205,161.69
A/R - Subrecipients	107,534.13	2,881.05	104,653.08
Housing Loans Receivable	1,119.72	1,119.72	0.00
Prepaid Expenses	20,951.49	4,223.13	16,728.36
Total Current Assets	11,462,806.22	8,719,714.59	2,743,091.63
Fixed Assets			
Baird - Investments	1,165,284.07	1,242,810.25	(77,526.18)
Baird - Large Cap Equity	855,954.73	1,022,396.28	(166,441.55)
Baird - Certificate of Deposit	100,925.74	0.00	100,925.74
	100,072.33	0.00	100,072.33
Total Assets	13,685,043.09	10,984,921.12	2,700,121.97
Liabilities & Net Assets			
Liability			
Accounts Payable	1,671,579.83	2,121,879.49	(450,299.66)
Credit Card Payable	3,095.57	7,918.78	(4,823.21)
Accrued Expenses	19,108.58	(118,100.18)	137,208.76
Payroll Liability	27,833.51	117,194.07	(89,360.56)
Deferred Revenue	9,108,719.46	5,888,122.00	3,220,597.46
Total Liability	10,830,336.95	8,017,014.16	2,813,322.79
Net Assets			
Without Donor Restrictions	2,967,906.96	3,051,442.82	(83,535.86)
Change in Net Assets	(113,200.82)	(83,535.86)	(29,664.96)
Total Net Assets	2,854,706.14	2,967,906.96	(113,200.82)
Total Liabilities & Net Assets	13,685,043.09	10,984,921.12	2,700,121.97

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

Community Action Kentucky, Inc.
Statement of Activities

	Month To Date 12/31/2023	Year To Date 12/31/2023	% of Annual Budget As a Decimal	Annual Budget	Remaining Budget
Operating Revenue					
Government Grants	4,762,009.31	28,910,403.88	0.28	102,302,666.36	73,392,262.48
Government Grants Unbilled	(476,117.76)	205,161.69	0.00	0.00	(205,161.69)
Other Grant	5,474.90	5,474.90	0.01	751,672.58	746,197.68
Non-Grant Contract	14,409.92	43,131.64	4.31	10,000.00	(33,131.64)
Donations	0.00	1,250.00	0.00	0.00	(1,250.00)
Dues - Regular	12,239.80	73,438.80	0.52	142,477.57	69,038.77
Meeting Income	0.00	659.00	0.01	88,239.50	87,580.50
Rental Income	4,300.00	11,400.00	0.50	22,800.00	11,400.00
CASTiNET 3	16,666.66	99,999.97	0.50	200,000.00	100,000.03
Interest/Dividend Income	4,501.98	13,999.64	0.37	38,000.00	24,000.36
Other Income	0.00	4,499.94	0.09	50,000.00	45,500.06
Total Operating Revenue	4,343,484.81	29,369,419.46	0.28	103,605,856.01	74,236,436.55
Operating Expense					
Payroll Expenses	42,111.21	329,831.31	0.22	1,484,945.98	1,155,114.67
Fringe Expenses	28,388.15	211,632.57	0.30	697,043.16	485,410.59
Other Operating Expenses	79,148.43	683,012.21	0.28	2,410,073.66	1,727,061.45
Total CAK Operating Expenses	149,647.79	1,224,476.09	0.27	4,592,062.80	3,367,586.71
Subrecipient Expenses	4,145,015.10	28,281,730.47	0.29	99,171,793.21	70,890,062.74
Total Operating Expense	4,294,662.89	29,506,206.56	0.28	103,763,856.01	74,257,649.45
Non-Operating Activity					
Total Non-Operating Activity	36,398.16	23,586.28	0.00	0.00	(23,586.28)
Total Change in Net Assets	85,220.08	(113,200.82)	0.72	(158,000.00)	(44,799.18)

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 12/31/2023

Cash flows from operating activities	
Change In Net Assets	(113,200.82)
Change in Cash from Operating Activities	
Amortization	77,526.18
Accounts Receivable	207,341.00
Prepaid Expenses	(16,728.36)
Accounts Payable	(455,122.87)
Deferred Revenue	3,220,597.46
Other Liabilities	47,848.20
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Cash flows from operating activities	2,968,260.79
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Cash flows from investing activities	
Net sales (purchases) of ST investments	(100,072.33)
Gain/Loss on long term investments	65,515.81
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Cash flows from investing activities	(34,556.52)
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Increase (Decrease) in Cash	2,933,704.27
Cash, Beginning Period	6,400,934.74
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Cash, End of Period	9,334,639.01
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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 December 31, 2023

	1-Rural Community Assistance Partnership		2-Low Income Home Energy Assistance		3-Weatherization		4-Community Services Block Grant		5-Office of Community Services	
	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
Operating Revenue										
Government Grants	185,591	740,000	22,106,889	82,800,147	76,616	123,547	129,740	200,000	149,173	400,000
Government Grants Unbilled	(60,127)	0	362,562	0	0	0	(4,696)	0	20,545	0
Other Grant	0	0	0	0	0	0	0	0	0	0
Non-Grant Contract	0	0	0	0	0	0	0	0	0	0
Donations	0	0	0	0	0	0	0	0	0	0
Dues - Regular	0	0	0	0	0	0	0	0	0	0
Meeting Income	0	0	0	0	0	0	0	0	0	0
Rental Income	0	0	0	0	0	0	0	0	0	0
CASTiNET 3	0	0	0	0	0	0	0	0	0	0
Interest/Dividend Income	0	0	0	0	0	0	0	0	0	0
Other Income	0	0	0	0	0	0	0	0	0	0
Total Operating Revenue	125,464	740,000	22,469,451	82,800,147	76,616	123,547	125,045	200,000	169,718	400,000
Operating Expense										
CAK Operating Expenses										
Payroll Expenses	80,733	367,912	45,848	191,999	23	6,436	26,886	57,287	12,902	58,719
Fringe Expenses	59,025	169,257	30,974	88,325	8	2,947	17,832	26,374	5,421	26,994
Legal Fees	0	0	0	10,000	0	0	0	0	0	0
Audit Fees	0	0	0	0	0	0	0	0	0	0
Accounting & Payroll	0	0	0	0	0	0	0	0	0	0
Technology Services	0	0	23,719	237,354	554	10,000	10,101	28,433	0	0
Marketing Services	0	0	620	10,000	0	1,500	0	0	0	0
Other Professional Services	85,600	0	690	1,040	0	3,670	0	4,000	4,000	14,500
Travel	5,392	48,951	1,149	17,500	0	3,000	952	6,500	226	1,542
Travel - Out-of-State	1,570	0	0	0	0	0	0	0	5,923	0
Meeting	0	0	0	0	0	15,032	0	0	0	0
Professional Association Fees	489	600	0	0	0	0	0	0	0	0
Education/Registration	1,308	4,000	0	1,000	0	0	0	140	0	5,200
Telephone	0	480	360	6,500	0	0	0	0	0	0
Postage	36	0	0	0	0	0	0	0	0	0
Supplies	586	2,000	0	0	0	0	0	500	0	240
Equipment Lease	0	0	0	0	0	0	0	0	0	0
Publications/Subscriptions	0	1,200	8	0	0	0	0	0	0	0
Dues/Fees	0	2,215	0	0	0	0	0	0	0	0
Insurance/Bonding	0	0	0	0	0	0	0	0	0	0
Pollution Ins	0	0	0	0	76,062	70,338	0	0	0	0
Printing	0	500	0	5,000	0	2,000	0	0	0	0
Advertising	0	0	0	2,000	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0
Repairs/Maintenance	0	0	0	0	0	0	0	0	0	0
Depreciation	0	0	0	0	0	0	0	0	0	0
Other Expense	0	0	(826)	0	0	0	0	0	0	0
Shared Costs	34,877	142,885	116,165	257,283	22	8,624	69,274	76,766	3,810	22,805
Reclassify Unfunded Grant Expense	(112,528)	0	0	0	(53)	0	0	0	(64)	0
Total CAK Operating Expenses	157,088	740,000	218,707	828,001	76,616	123,547	125,045	200,000	32,218	130,000
Subrecipient Operating Expenses										
Subrecipient Admin	0	0	1,975,809	81,972,146	0	0	0	0	112,500	270,000
Subrecipient Benefits	0	0	20,274,935	0	0	0	0	0	25,000	0
Total Subrecipient Operating Expenses	0	0	22,250,744	81,972,146	0	0	0	0	137,500	270,000
Total Operating Expense	157,088	740,000	22,469,451	82,800,147	76,616	123,547	125,045	200,000	169,718	400,000
Total Operating Activity	(31,624)	0	0	0	0	0	0	0	0	0
Non-Operating Activity	0	0	0	0	0	0	0	0	0	0
Total Change in Net Assets	(31,624)	0	0	0	0	0	0	0	0	0

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

Community Action Kentucky, Inc.
Revenue & Expense by Board Program
As of December 31, 2023

	6-KYnect		7-Home Energy Assistance		8-Other Funding		9-Treasury		Total	
	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
Operating Revenue										
Government Grants	3,537,214	12,310,167	0	0	2,702,131	5,728,805	23,050	0	28,910,404	102,302,666
Government Grants Unbilled	(73,684)	0	(61)	0	(39,378)	0	0	0	205,162	0
Other Grant	0	0	0	751,673	5,475	0	0	0	5,474	751,673
Non-Grant Contract	0	0	43,131	0	0	10,000	0	0	43,132	10,000
Donations	0	0	0	0	0	0	1,250	0	1,250	0
Dues - Regular	0	0	0	0	0	0	73,439	142,478	73,439	142,478
Meeting Income	0	0	0	0	0	0	659	88,239	659	88,239
Rental Income	0	0	0	0	0	0	11,400	22,800	11,400	22,800
CASTiNET 3	0	0	0	0	0	0	100,000	200,000	100,000	200,000
Interest/Dividend Income	0	0	0	0	0	0	14,000	38,000	14,000	38,000
Other Income	0	0	0	0	0	0	4,500	50,000	4,500	50,000
Total Operating Revenue	3,463,530	12,310,167	43,070	751,673	2,668,228	5,738,805	228,297	541,517	29,369,419	103,605,856
Operating Expense										
CAK Operating Expenses										
Payroll Expenses	41,831	112,036	4,703	50,183	11,470	466,552	105,435	173,823	329,831	1,484,946
Fringe Expenses	38,698	51,558	3,233	23,064	10,431	228,626	46,012	79,896	211,632	697,043
Legal Fees	0	1,500	1,009	0	0	0	12,512	23,000	13,523	34,500
Audit Fees	0	0	0	0	0	0	0	40,000	0	40,000
Accounting & Payroll	0	0	0	0	0	0	81,894	165,000	81,893	165,000
Technology Services	3,240	50,000	0	74,912	0	92,000	96,684	328,915	134,298	821,614
Marketing Services	7,267	0	315	0	0	74,911	0	0	8,202	86,411
Other Professional Services	0	0	0	0	1,000	0	80,191	48,040	171,480	71,250
Travel	187	6,000	0	1,500	1,987	18,044	8,459	27,902	18,353	130,939
Travel - Out-of-State	0	0	0	0	0	0	936	0	8,429	0
Meeting	0	0	0	0	0	17,370	(854)	59,950	(854)	92,352
Professional Association Fees	0	0	0	0	0	0	0	0	489	600
Education/Registration	0	0	0	0	0	0	2,649	8,150	3,957	18,490
Telephone	0	0	0	0	0	0	7,192	35,280	7,552	42,260
Postage	800	24,500	0	0	0	0	227	200	1,063	24,700
Supplies	0	1,200	0	0	0	0	1,600	9,000	2,186	12,940
Equipment Lease	0	0	0	0	0	0	271	0	270	0
Publications/Subscriptions	0	0	0	6,000	0	0	57,673	314,046	57,680	321,246
Dues/Fees	0	0	0	0	0	0	14,842	32,940	14,842	35,155
Insurance/Bonding	0	0	0	0	0	0	(12,388)	25,901	(12,388)	25,901
Pollution Ins	0	0	0	0	0	0	0	0	76,062	70,338
Printing	0	2,500	0	0	0	50,001	183	600	183	60,601
Advertising	0	92,983	0	0	0	52,000	0	0	0	146,983
Utilities	0	0	0	0	0	0	3,156	8,880	3,156	8,880
Repairs/Maintenance	0	0	0	0	0	0	7,204	11,000	7,204	11,000
Depreciation	0	0	0	0	0	0	77,526	178,000	77,526	178,000
Other Expense	0	0	0	0	0	0	8,732	10,914	7,906	10,914
Shared Costs	133,311	150,130	7,968	67,246	14,564	156,182	(379,992)	(881,921)	0	0
Reclassify Unfunded Grant Expense	0	0	0	0	(673)	0	113,316	0	0	0
Total CAK Operating Expenses	225,334	492,407	17,229	222,905	38,779	1,155,686	333,460	699,517	1,224,476	4,592,063
Subrecipient Operating Expenses										
Subrecipient Admin	3,238,196	11,817,760	25,841	528,768	691,258	4,583,119	0	0	6,043,604	99,171,793
Subrecipient Benefits	0	0	0	0	1,938,191	0	0	0	22,238,126	0
Total Subrecipient Operating Expenses	3,238,196	11,817,760	25,841	528,768	2,629,449	4,583,119	0	0	28,281,730	99,171,793
Total Operating Expense	3,463,530	12,310,167	43,070	751,673	2,668,228	5,738,805	333,460	699,517	29,506,206	103,763,856
Total Operating Activity	0	0	0	0	0	0	(105,163)	(158,000)	(136,787)	(158,000)
Non-Operating Activity	0	0	0	0	0	0	23,586	0	23,586	0
Total Change in Net Assets	0	0	0	0	0	0	(81,577)	(158,000)	(113,201)	(158,000)

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

ITEM V-

**EXECUTIVE
DIRECTOR'S
AND
STAFF
REPORTS**

CAK Staff Reports
February 2024

Executive Director Report	2
CSBG Board Report	3
Programs Board Report	6
Association Board Report	8
CASTiNET Board Report	9

Executive Director Report
Submitted by Troy Roberts

Made board aware of everything going on.

CSBG Board Report**Submitted by Melissa McClain Community Needs Assessment:**

The CNA data below is from July 1, 2023 – January 19, 2024. There was a total of 7,865 Community Needs Assessments that were completed in Survey Monkey. 6,813 of these were complete responses.

Agencies	# of Counties	Total Survey Monkey Responses	Disqualified (Not Complete)	Complete Responses
Audubon Area Community Services	7	366	122	244
Bell-Whitley CAA	2	207	9	198
Big Sandy Area CAP	5	131	23	108
Blue Grass CAP	9	1,130	207	923
Central Kentucky CAC	8	956	53	903
Community Action of Southern Kentucky	10	310	49	261
Daniel Boone CAA	4	358	143	215
Gateway Community Action	5	240	85	155
Harlan County CAA	1	59	2	57
Lake Cumberland CAA	10	782	92	690
Licking Valley CAP	5	18	5	13
LKLP Community Action Council	4	1,368	79	1,289
Middle Kentucky CAP	4	908	38	870
Multi-Purpose CAA	3	109	31	78
Northeast Kentucky CAA	5	511	8	503
Pennyrile Allied Community Service	9	320	102	218
Tri-County CAA	3	5	1	4
West Kentucky Allied Services	8	87	3	84
Totals	102	7,865	1,052	6,813

There are 18 agencies using the Community Needs Assessment Survey, covering 102 of the 120 counties in Kentucky.

If you would like your agency to be included, contact Melissa McClain at melissa@capky.org.

Organizational Standards Monitoring Completed

Audubon Area Community Services: August 2, 2023

Community Action of Southern Kentucky: August 3, 2023

Central Kentucky Community Action Council: August 4, 2023

Community Action Council: August 31, 2023

Multi-Purpose Community Action Agency: September 5, 2023

Tri-County Community Action Agency: September 6, 2023

KCEOC Community Action Partnership: September 11, 2023

Northern Kentucky Community Action Commission: September 14, 2023

Daniel Boone Community Action Agency: October 4, 2023

Lake Cumberland Community Action Agency: October 5, 2023
 Northeast Kentucky Community Action Agency: October 10, 2023
 Gateway Community Action Agency: October 11, 2023
 Louisville Metro Office of Resilience and Community Services: November 9, 2023
 Blue Grass Community Action Partnership: November 14, 2023
 Kentucky River Foothills Development Council: December 13, 2023
 Pennyriple Allied Community Services: January 9, 2024
 West Kentucky Allied Community Services: January 10, 2024

Of the seventeen agencies monitored, all have been within the 90% threshold of meeting and/or exceeding the Organizational Standards.

CSBG T/TA Provided:

- CAK program staff provides ongoing T/TA assistance through Team meetings, email, and phone calls.
- CAK program staff met with Daniel Boone Community Action Agency to review their NPI report: January 4, 2024
- CAK program staff met with Northeast Kentucky Community Action Agency to troubleshoot reports: January 8, 2024
- CAK program staff met with LKLP Community Action Council to troubleshoot reports: January 10, 2024
- CAK program staff met with Northern Kentucky Community Action Commission to troubleshoot reports: January 17, 2024

Kentucky National Certified ROMA Trainers/Implementers:

Kentucky currently has a total of ten (10) Nationally Certified ROMA Trainers (two who are also Master Trainers), fifteen (15) Nationally Certified ROMA Implementers (this includes one ROMA Implementer within State Government, Jessica Hinkle), and two (2) Nationally Certified ROMA Advocates.

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.

- There were no Monthly Teams meeting held with RPIC Service Area B (State Associations and State CSBG Lead Offices) from October 2023 thru December 2023. The calendar has been set for January 2024 thru September 2024 and calendar invitations have been distributed.
- Special Called Meeting with State Associations within Region IV – Service Area B: January 4, 2024

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

- OCS Kick-Off Meeting for the New RPIC Cooperative Agreement (Roger McCann attended this meeting): October 10, 2023
- Region IV FY2024 Quarterly Call: January 16, 2024
- Region IV-B RPIC One on One Call with OCS: January 23, 2024

CAK program staff takes part in RPIC Lead Agency Monthly Conference Calls.

- Monthly Zoom Conference Call with RPIC Lead Agencies (Troy Roberts and Wendy Shouse attended): December 21, 2023
- Special Called Meeting – RPIC Leads – to discuss New Reporting Requirements: January 5, 2024, Monthly Zoom Conference Call with RPIC Lead Agencies: January 18, 2024

Programs Board Report

Submitted by Margie Meehan

LIHEAP:

LIHEAP Subsidy ended December 15, 2023. \$9,722,181.32 in benefits were expended during the subsidy component, serving 71,494 households. The Crisis component started January 9, 2024, at the time of this report \$6,741,700.52 in benefits have been expended serving 25,375 households. CAK has started the annual LIHEAP Compliance reviews. At the time of this report 1 agency review has been completed and we are currently completing an additional 4 reviews. All agencies will be complete before the state fiscal year ends.

The first quarterly report was submitted to CHFS, and CAK is completing the LIHEAP Performance Measurements report.

LIHWAP:

CAK is preparing the Annual LIHWAP report for submission to CHFS. Program monitoring is ongoing.

HEA:

Households are currently being enrolled for benefits to start in January. In efforts to fill all available slots, there has been some re-allocation of slots. Final slot and admin will be allocated when all applications on the waitlist are processed.

Disaster Case Management:

The period of performance for the West KY FEMA DCM ended December 12, 2023. All reports have been submitted to CHFS. Many of the survivors in the area were being case managed when CAK received the contract. For those remaining, the Community Action Disaster Case Managers worked closely with Ky Emergency Management and through this program, all Commonwealth Sheltering residents found permanent housing solutions.

The period of performance in Eastern KY will end June 30, 2024. This grant was fast tracked, and Disaster Case Management began within weeks of the flood. At the time of this report, Community Action agencies have served 876 survivors, 310 cases have been closed and 566 cases are still open. 180 of the closed cases have successfully completed their recovery plan and have safe, affordable housing. Other reasons for case closures include relocation, withdrew request for services, or transfer cases. CAK is working with the CAAs to create a strategic plan to close the program and transfer any open cases to the Long-Term Recovery Groups in the area to ensure continuity of care. CAA Case Managers have worked side by side with Ky Emergency Management staff to ensure residents in the Commonwealth Sheltering program obtain safe and affordable housing options.

Goodwill:

The Goodwill Voucher program was continued. First quarter allocations were sent to agencies. At the time of this report agencies have served 210 households with vouchers totaling \$19,235.

Kynect:

Open Enrollment for kynect ended January 16, 2024. During Open Enrollment, kynectors completed 1047 Medicaid Applications, 420 QHP (Qualified Health Plan) applications, and 230 QHP renewals, enrolling 2311 individuals in healthcare. Year to date, kynectors have completed 2936 Medicaid Applications and 1033 QHP Applications, enrolling 5435 in healthcare. kynectors have also assisted with 1227 SNAP applications and 931 CCAP applications. The Medicaid unwinding continues until spring of April of 2024. When the Public Health Emergency ended, the continuous enrollment

in Medicaid ended and states now are resuming annual recertifications for Medicaid recipients. There is a Special Enrollment period for those who are no longer eligible for Medicaid.

KWCSP:

At the time of this report, there have been no rides invoiced for the Ky Women's Cancer Screening program.

CAK staff attended the KWCSP Advisory Committee meeting on January 9th.

Communications:

CAK provided LIHEAP Winter Crisis outreach materials, including outreach graphics and language. The LIHEAP Winter Crisis was advertised on CAK's social media platforms. Additionally, a statewide press release was issued on December 13th. In preparation for the program, CAK sent out a media advisory on January 8th. To date, the Crisis Facebook post has reached over 169,000 accounts organically and has been shared over 3,300 times. This is our most successful Facebook post to date.

Association Board Report

Submitted by Katlyn Miller

Legislative Update:

The 2024 Legislative Breakfast was held on January 24th, with twenty-one of the CAAs in attendance along with over a hundred staff members from across the network. Following the breakfast, CAAs had scheduled meetings with over 50 legislators. CAK will be sending Thank You Cards to all legislators who attended the breakfast or met with CAAs.

We are currently holding weekly Legislative Update calls for the network, providing updates on bills in collaboration with the Cornerstone team. CAK and Cornerstone are in continuous contact, monitoring the session and strategizing on opportunities for network involvement.

Katlyn Miller has officially registered as an Executive Branch Lobbyist and re-registered as a Legislative Branch Lobbyist.

2024 Conference:

CAK is continuing to meet with potential speakers for the conference. We are collaborating with Committees and CAA Staff to ensure sessions topics and speakers are relevant to the network. Currently, NCAP is scheduled to attend and present during the conference.

We are currently preparing for the following tracks:

- One Day Tracks (Tuesday): Pre-Con, HR, Weatherization, Aging, Transportation
- Two-Day Tracks (Wednesday and Thursday): Head Start, Case Management/Outreach, Program Management, Executive, IT

CAK has provided the Sponsorship Packet to the Program Committee. We will begin releasing the sponsorship process and contacting potential sponsors in February.

NCAF 2024:

CAK is preparing for 2024 NCAF Hill Visits. We have reached out to CAAs for attendance and will start the meeting scheduling process in February.

CASTiNET Board Report
Submitted by Jerrica Jones

At the time of writing this report, no new work has been released to CASTiNET.

ITEM VI-

INFORMATION

ITEM I –

UPDATED CAD

FINANCIAL REPORT

