

**Administrative Board**  
Minutes from October 15, 2024

The Boulder County Division of the Community Action Programs Administrative Board met in-person in regular session on October 15, 2024, at 3482 N Broadway, Boulder CO and on TEAMS.

**Present:** Alex Kalkhofer, Erika Moats, Maryel Barron, Dave Begleiter, Katie McKillips, Roxanne Peterson, Erika Carlson

**Absent:** Sakar Pudasaini

**Staff Present:** Kathryn Lehman

**Community guest:** None

**Kathryn began the meeting at 5:30pm**

**Quorum Present: 7 out of 8**

**Public Comment:** No public Comment

**Approval of Board Minutes:** Review and approval of September meeting minutes.

**Upcoming CAP Events**

- ROMA trainings, CAP staff attending, board members may attend, New Nov/Dec online session announced
- Cultural Collective meeting November 6

**Director's Report:**

- PERL held successful Boards and Commissions training September 28 (Alex noted the one-day in-person format is a huge improvement and a great new development for PERL)
- PIE transition mostly complete

**Open Discussion:**

- Update from new board members on orientation through County Commissioners Office
- The Board considered a new application for membership from Richard Garcia, vote to recommend application to the County Commissioners for appointment
- The board continued our ongoing conversation about making the board bilingual and other language and disability accessibility. We reviewed Boulder County language accessibility documents and considered the barrier of the board application website being in English without a built-in google translate feature.

**Action Items:**

- Kathryn will follow up with Boulder County language access coordinator and Robin Valdez from the Commissioners' office with additional questions about language expansion opportunities.

**Adjourn:** Motion to adjourn at 6:30 p.m.

Submitted by Kathryn Lehman