



# Community Services Department

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[www.bouldercountycommunityservices.org](http://www.bouldercountycommunityservices.org)



DATE: Oct 7, 2025  
TO: Community Actions Program Administering Board  
FROM: Kathryn Lehman, PERL Coordinator  
RE: Oct 21, 2025 - CAP Administrative Board Meeting

## AGENDA

- I. Call to Order 5:30 p.m.
- II. Public Comment 5:30 p.m. to 5:35 p.m.
- III. Approval of Board Minutes 5:35 p.m. to 5:40 p.m.
- IV. CAP program updates and upcoming events 5:40 p.m. to 6:00 p.m.
  - CAP programs 3rd quarter updates
  - IMPORTANT: advocacy request from NCAF
- V. Discussion 6:00 p.m. to 6:30 p.m.

- Status of plan for holding CAP board meeting at alternate site?
- Elevator pitch - 2nd draft - to be reviewed and updated

### Elevator pitch

Boulder County Community Action Programs is the county's anti-poverty arm. It organizes and supports programs that help people living on low incomes build stability and leadership, such as PERL leadership training, cultural broker initiatives, and matched savings through Personal Investment Enterprise. The goal is simple: support people living on low incomes to shape solutions, connect to resources, and build long-term self-sufficiency.

### Advisory Board role

The Community Action Programs Administrative Board is a federally structured body under the Community Services Block Grant model. It meets monthly to review program plans and data, evaluate community priorities, and recommend improvements to CAP staff and the County Commissioners (per CAP bylaws). At least one third of the board represents low-income residents to ensure authentic participation and to help shape and direct programming that best

County Commissioners:

**Claire LevyMarta LoachaminAshley Stolzmann**

supports this community. As a member, the work includes attending monthly meetings, offering feedback, helping recruit from different parts of the community, and promoting CAP while connecting it to on-the-ground needs in neighborhoods and partner organizations.