

Natrona County Senior Citizens Service District Board of Trustees Meeting Minutes

Date: Tuesday, January 6, 2026

Time: 10:03 AM – 11:17 AM

Location: Casper Senior Center, 1831 E. 4th Street, Casper, WY 82601

Attendees:

Linda Blackstone, Rhonda Laird, Ruth Doyle, Mike Stepp, Crystal Morse

Community Liaison: Councilman Pat Sweeney

Agency Representatives: Rachel Brown (Casper Senior Center), Jamie Lovell (Natrona County Meals on Wheels), Herb Wilcox (Wyoming Senior Services)

Public Attendees: None Present

1. Call to Order

Chair Linda Blackstone called the meeting to order at 10:03 AM. Trustee roll call was conducted with all members present.

2. Special Agency Budget Presentations

The Board invited funded partner agencies to provide detailed operational, financial, and programmatic updates to assist with fiscal planning for the remainder of FY 2025–2026 and preparation for the upcoming grant cycle.

Casper Senior Center Report (Rachel Brown):

Ms. Brown reported that during the previous fiscal year, the Senior Center served over 27,000 congregate meals and provided more than 270,000 activity hours. In-home services served 137 clients with approximately 5,025 service hours. The Senior Center currently has no waiting list for its in-home caregiver program but plans to rebuild one through community outreach. Food costs have been partially offset by a temporary Food Bank partnership (set to end September 2026), resulting in approximately \$12,000 in savings during the prior quarter. These savings have enabled the Senior Center to operate food pantries from 11AM to 1PM at the following locations: Casper – Tuesdays, Evansville – Wednesdays, Mills – Thursdays, serving approximately 140 individuals weekly. While Ms. Brown acknowledged that they are continuing to apply for grants and seek donors, she also noted concern that future private grant funding may decline as funders adjust allocations due to the District's existence.

Natrona County Meals on Wheels Report (Jamie Lovell):

Ms. Lovell reported that Meals on Wheels served 233,949 meals to 944 unduplicated clients during the prior fiscal year, including 46,792 Medicaid waiver meals reimbursed at \$10.25 per meal, whereas federal grants under the Older Americans Act reimburse at \$1.62 per meal. Volunteer drivers received 2,265 meals. Current food costs average approximately \$12.86 per meal, while income averages \$9.94 per meal, creating a shortfall of approximately \$2.93 per meal. Monthly raw food costs average \$50,000. Meals on Wheels

anticipates a projected annual deficit of approximately \$238,977 for FY 2025–2026, even with District funding. Ms. Lovell provided extensive discussion regarding proposed Wyoming Senior Services Board (WSSB) funding caps, which would reduce Meals on Wheels funding from approximately \$523,500 to \$200,000 beginning July 1, 2026. Historically, WSSB allocated funds using a formula based on actual meals served, but will cap all locations at \$200,000, regardless of total number of meals served, with excess funds redistributed across all other locations. To address this funding shortfall, Ms. Lovell discussed the possibility of cutting out second daily meals, and/or moving to pre-prepared meals that lower cost of each meal to \$3.50 (versus approximately \$7.00/meal when prepared in-house), but this option may not address unique dietary needs/restrictions. In an effort to secure additional funding, Natrona County Meals-on-Wheels has partnered with a clearinghouse organization “Foundation Search” to help source grant funding opportunities at a cost of approximately \$10,000. While initial invoice covered multiple months, all future invoicing will be made monthly. The Natrona County Meals-on-Wheels board plans on inquiring as to the decreased funding in hope of convincing WSSB to revert to its previous award system.

Wyoming Senior Services Report (Herb Wilcox):

Mr. Wilcox reviewed statewide and Natrona County programs, including caregiver support, senior companions, Medicare counseling, Medicare fraud prevention, foster grandparents, and ombudsman services. The Wyoming Home Services Program operates throughout the state, although it is not currently offered in Natrona County. Wyoming Senior Services operates with an annual agency budget of approximately \$3.1 million, with roughly \$750,000 allocated to Natrona County programming including:

- 62 caregiver clients
- 1,134 Medicare fraud education hours
- 2,100 Medicare assistance hours
- 76 volunteers in Natrona County
- More than 40,000 volunteer hours at approximate value of \$160,000
- Approximately 10,000 to 12,000 individuals served

No immediate funding reductions have occurred, though many programs have not received funding increases for over a decade. Mr. Wilcox stated that Wyoming Senior Services submitted a District grant request of \$76,000, though actual anticipated expenditures are expected to be significantly lower for the current fiscal year and will be based on match for the caregiver program, office rent and receptionist salary with projected actual request for FY 2025-2026 around \$35,000 to \$40,000.

Linda Blackstone noted that upcoming grant applications should be submitted in April 2026 for approval at the May NCSCSD board meeting.

3. Approval of Minutes

Motion by Ruth Doyle, seconded by Mike Stepp, to approve the minutes from the December 9, 2025 meeting as presented. Motion carried unanimously.

4. Financial Report & Invoices

Treasurer Mike Stepp presented the financial report. The current checking account balance was reported at \$609,710.81. December mill levy distributions totaling \$344,530.90 and \$22,122.97 were received. Invoices presented included \$20,103 to Central Wyoming Senior Services and \$91,245 to the Natrona Collective Health Trust for the full repayment of the loan principal and interest.

Motion by Ruth Doyle, seconded by Rhonda Laird, to approve payment of all invoices as presented. Motion carried unanimously.

5. Old Business

Trustees continued discussion regarding audit requirements and the difficulty of securing CPA audit services within Wyoming due to staffing and insurance constraints. Tim Fixter from Mountain States CPAs in Lander, WY has agreed to conduct NCSCSD audit for this fiscal year (ending in June).

Health & Wellness Expo: The District will participate in the January 10, 2026 Health & Wellness Expo from 9:00 AM–1:00 PM. Trustee Ruth Doyle will primarily staff the booth. Flyers and business cards will be distributed.

6. New Business

Trustees discussed upcoming grant timelines, with agency budget submissions anticipated in April 2026 for approval in May prior to the June 1 state deadline.

7. Trustee Comments

Trustees and agency representatives discussed recent and upcoming legislative engagement opportunities, including a January 15 Lunch & Learn hosted in partnership with the Food Bank and United Way. Discussion focused on the importance of maintaining visibility with legislators regarding senior hunger, food insecurity, and the potential impacts of property tax legislation, while also recognizing sensitivities related to agency funding sources. Councilman Pat Sweeney noted that multiple property tax-related bills are under consideration during the current legislative session. No formal action was taken.

Trustees discussed the importance of transparency, long-term sustainability of senior services, and proactive planning given uncertainty in state and federal funding.

8. Public Comment

No public comment was offered.

9. Adjournment

With no further business, the meeting was adjourned at approximately 11:17 AM.

Next Meeting: Tuesday, February 3, 2026, at 10:00 AM at the Casper Senior Center.

Minutes Prepared By: Rhonda Laird

Action Items

- Funded agencies to submit FY 2026–2027 grant applications and budget projections by April 2026.
- Trustees to monitor WSSB funding developments and advocacy efforts.
- Treasurer to continue cash flow monitoring and invoice consistency.
- Continue outreach to secure CPA audit services.
- Prepare materials and staffing for upcoming community outreach events.