



The CCAA's Mission is to advance economic security for Colorado individuals, families, and communities through maintaining and growing organizational capacity of partner agencies, providing training and technical assistance, and supporting strategic partnerships, best practices, and innovative solutions to poverty.

CABC VITA Meeting Agenda and Minutes

February 6, 2024

1-2pm

1. **Present:** Jessica R, Barb C, Martha L, Vicki R, Adrian G, Jerry R, Mary M, Tom S, Pat V, Jon S, Debbie R
2. **Welcome and Introductions/Site Updates**
 - Martha - first week successful with bumps, clients didn't show up in January - they aren't ready, using hot spots at most sites
 - Barb - installed secure router system, passed security but wanted to do better, people without docs takes a lot of time, acuity scheduling
 - Tom - first week hard with rusty skills, at capacity, 110 returns since opening, some volunteers traveling and out with illness, software running slow
 - Jerry - Opened on 31st with 9-10 clients, then 15, then 20 - ramping up, new volunteers are learning
 - Adrian - AmeriCorps team, 4 returning volunteers, 2 new bilingual volunteers, 8 AmeriCorps members are savvy and filling all positions, 13 clients first day, following Tuesday 50, 2022 - \$1.3 million, 2023 - \$2.8 million with AmeriCorps, stay on track to beat last year, team has adapted quickly and returning volunteers are mentoring, 5 sites M-F and 3 Saturday locations, KOAA news spot, CDPHE call for outreach
 - Mary - Rifle started today, hot spots have been tricky with cell service, Glenwood starts tomorrow, 7 today and 18 tomorrow, lots of calling back 175 people to make appts
 - Vicki - uses router and recommends that over hot spot, all locations have allowed own router, recommends Sign-up Genius for appointments, start the 8th - 45 appts
 - Pat - not filing until after the 12th, packets at food distribution, My Free Taxes promotion, 6 roadtrips to smaller communities
 - Jon - rocky start with state, booked through February, looking into Acuity
 - Debbie - opening on Feb 17th, first come first served, they are ready
3. **CO Filing dates - any updates on que auto sending?** TaxSlayer said they would push through
4. **TABOR** - lots of returns just for this. If you have questions, let us know.
5. **Site Visits/Monitoring Schedules** - sites moving from Steven to Liz. Please email her at liz@coloradocommunityaction.org to confirm
6. **Collecting Monthly Report Data** - thank you for making this a priority!



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7. Q & A:

- Barb - Volunteer recognition - topic for March

8. Reminders:

- No meeting next week - see you on 2/20/2024
- New mileage rate and forms
- Contact form on VITA Site Coordinator section for supplies

9. Meeting Close – Next Meeting February 20, 2024 at 1pm