



FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
August 19, 2014

Present

Jim Disney
Katie Fahrenbruch
Derf Green
John Haley
Kendra Kettler
Romie Tobin
Gregg Seebohm
Susie Trethewey
Doris "Punkie" Whitely

Excused

Tracy Katz
BJ Russell

Absent

Guests

Staff

Sharon Courtney
Erin Eulenfeld
Diana Foland
Jamie Martin
Tim O'Neill

Gregg Seebohm called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:01 p.m.

OPEN FORUM:

CONSENT AGENDA:

The Board reviewed items on the consent agenda.

- ❖ Approval of July 15, 2014 Board Meeting Minutes.

M-S-C (Disney-Haley) Approved the consent agenda consisting of the July 15, 2014 Board Meeting Minutes.

FINANCIAL REPORT:

Sharon Courtney presented the preliminary statement of financial position for the 1 month of fiscal year 2014-2015 ending July 31, 2014 noting financial highlights.

M-S-C (Whitely-Disney) Accept and approved the financial report for the 1 month of fiscal year 2014-2015 ending July 31, 2014.

EXECUTIVE DIRECTOR'S REPORT

A. Fiscal Year Going Forward

Tim O'Neill informed the Board of possible changes coming in the new year; with 180 new people to serve, we will be hiring and training new staff to provide support, FGI will be working with the State of Colorado to collaborate regarding significant changes to be made under the new Center for Medicaid Services requirements expected in the next 18 to 30 months. FGI will continue with succession planning and planning for succession as appropriate with the required changes. Tim O'Neill and John Haley also recently met with the Director of Division for Intellectual and

The above minutes are tentative until voted on and approved at the following month's board meeting.

Developmental Disabilities (DIDD) to discuss conflict free case management and how this will be implemented in Colorado. At this point, DIDD does not know what is required under conflict free case management. FGI will work with DIDD to keep well-informed of this concern and any changes that may be required. John Haley believes that within 2 ½ years, FGI will need to comply with conflict free case management. Tim O'Neill would like FGI to be proactive on this issue versus reactive and communicate to people involved through the process.

Tim O'Neill also informed the Board that some fundraising changes are being discussed at the Foundation and Service League levels. Tim O'Neill asked that FGI reconstitute efforts and generate new ideas on the fundraising front.

OLD BUSINESS:

A. Bylaw Revision Review

The Board discussed revisions to the bylaws proposed by Brad March at the last Board meeting. Punkie Whitely would like to see membership expanded to include people receiving services and parents/guardians as members regardless of donation or hours of volunteer. Diana Foland informed the Board that the Articles of incorporation may need to be revised to make this change. The Board would also like to change all language within the current bylaws reflecting the terminology "consumer/client" to be more person centered. Requested revisions will be submitted to legal counsel for changing and Articles of Incorporation will be discussed further.

M-S-C (Whitely-Trethewey) Approved the revised bylaws as proposed contingent upon language change to remove terminology stating consumer and/or client.

To get in compliance at this time, the Board voted to approve these changes and work to include any additional changes in an upcoming amendment. The Board would like to review existing Articles for additional changes to go before the membership in March.

B. Investigation Response

Gregg Seebom informed the Board that he received a response from the state today regarding the investigation that had taken place. The response is being reviewed by legal counsel and will be disseminate it to the Board on August 20th, 2014 for review.

NEW BUSINESS:

A. Committee Merger Ratification

Gregg Seebom informed the Board that as previously discussed, both the Community Relations Committee and Joint Resource Committee have discussed and approved the merger of these two Committees into the —Joint Resource Committee. This change requires ratification from the Board.

M-S-C (Whitely – Fahrenbruch) Approved to ratify the Committee Charges to transfer the Community Relations Committee charges to Joint Resource Committee and Executive Committee as appropriate.

B. HIPAA Memo To Staff

Erin Eulenfeld informed the Board that a memo has been sent to staff to stop any sharing of Health Insurance Portability and Accountability Act (HIPAA) information which should not be shared. Mountain States Employers Council was consulted and recommended a full scale direct support professional retraining on HIPAA. The Human Resources Manager and Personnel Trainer will facilitate the training and will include interactive practice of skills. Each direct support professional receiving the training will be asked to sign a training acknowledgement after the training is completed.

C. Annual Joint Board Retreat

The Board discussed potential timeframes for the annual joint retreat with the Foundation Board. Tim O'Neill would like to discuss change management at this meeting. The Board asked Diana Foland to coordinate with the Foundation Board to schedule a date in November when both Boards can hold their individual meetings and a short Joint meeting on the same afternoon/evening.

D. Decision Matrix Review

Jim Disney informed the Board of the development and reason for development of the decision matrix. This document has not been utilized in several years. The matrix is a way of identifying and targeting aspects of a proposed action being contemplated allowing for thorough analysis. With the new mission and vision, the Executive Committee would like to revise this document to better assimilate with the Board's current philosophies. Punkie Whitely does not feel the current format is friendly to person centered thinking and does not feel it serves a strong purpose today. Gregg Seebohm also pointed out that there are 12 skills focused on person centered thinking that should be utilized and focused on. Tim O'Neill recommended running a hypothetical situation through the matrix at the next Board meeting to better evaluate this tool before making any decisions.

COMMITTEE REPORTS:

A. Fiscal and Property Committee:

John Haley reported that the Committee met and discussed donation designation of \$50,000 in the following manner:

- \$5,000 from Wayne Schrader recommended to be designated to:
 - \$5,000 Healthy Relationships
- \$25,000 from Foothills Service League recommended to be designated to:
 - \$10,000 Discovery Club
 - \$5,000 Community Participation
 - \$5,000 Guardianship
 - \$3,000 Child/Family Special Needs
 - \$2,000 Adult Special Needs
- \$20,000 from High Country recommended to be designated to:
 - \$1,500 Sensory Integration
 - \$5,000 to Healthy Relationships
 - \$7,000 Holiday Breakfast
 - \$2,500 Parent Trainings
 - \$2,000 Guardianship
 - \$2,000 Community Participation.

John Haley also reported discussing the Lakeview property classification, corporate regeneration, and Dial-a-Ride services. John Haley reported that the Fiscal and Property Committee recommends to designate the above donations as presented.

M-S-C (Whitely-Tobin) Approved to designate the \$50,000 in donations received from Wayne Schrader (\$5000), Foothills Service League (\$25,000) and High Country Beverage (\$20,000) to healthy relationship classes (\$10,000), Discovery Club (\$10,000), Community Participation (\$7,000), Guardianship (\$7,000), Child/Family Special Needs (\$3,000), Adult Special Needs (\$2,000), Sensory Integration (\$1,500), Holiday Breakfast (\$7,000) and Parent Trainings (\$2,500).

B. Executive Committee:

Gregg Seebohm reported that the Committee met and discussed the August board agenda, corporate regeneration, Foothills Gateway's communication plan, executive director evaluation, and the decision matrix.

C. Legislative Strategy Committee:

John Haley reported that the Committee did not meet and will not be meeting for the months of June, July and August as the legislature is out of session.

D. Joint Resource Committee:

Jim Disney reported that the committee met and discussed conflict of interest, the merger of the Community Relations Committee with Joint Resource Committee, tax increment financing, top donor cultivation, and the race across the west's final results.

UPCOMING EVENTS

Susie Trethewey informed the Committee that the Foothills Night Out is taking place on September 5th and half of the proceeds will be supporting Foothills Gateway.

Diana Foland informed the Board that the Direct Service Provider Recognition Breakfast is taking place September 9th at FGI and all Board Members are encouraged to attend and show their support and recognition of staff.

Diana Foland also informed the Board that the Colorado Person First Festival is taking place Saturday, September 13th for people with all types of disabilities. Foothills Gateway will be recognized as the Mayor's awards are reissued. This is a community outreach activity.

Diana Foland also informed the Board that the Foothills Gateway Foundation's annual Bonanza Auction, Dinner and Dance is taking place on Friday, October 10th.

Kendra Kettler informed the Board that Arc Thirft Store's Grand Opening is taking place this Thursday, August 21st.

ADJOURNMENT

M-S-C (Kettler-Tobin) Adjourn the meeting at 8:11pm.

Respectfully submitted by,

Doris Whitely

Doris Whitely, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is September 16, 2014.**