



**FOOTHILLS GATEWAY, INC.**  
**BOARD OF DIRECTORS MEETING**  
**September 16, 2014**

Present

Jim Disney  
Katie Fahrenbruch  
John Haley  
Tracy Katz  
Kendra Kettler  
BJ Russell  
Gregg Seebohm  
Romie Tobin  
Susie Trethewey  
Doris "Punkie" Whitely

Excused

Absent

Guests

Staff

Sharon Courtney  
Erin Eulenfeld  
Diana Foland  
Debbie Lapp  
Paul Liptak  
Jamie Martin  
Tim O'Neill

Gregg Seebohm called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:02p.m.

**OPEN FORUM:**

There were no comments.

**PRESENTATION:**

**A. Executive Director Evaluation Results**

Paul Liptak reviewed the 2014 Executive Director evaluation results with the Board of Directors. As this was an overview of the full results, Gregg Seebohm offered access to the full results to Board Members as desired as they will be placed on the Board section of the website. Gregg also informed the Board that as part of this evaluation, the Executive Director job description will also be reviewed and revised by the Succession Planning Workgroup.

**CONSENT AGENDA:**

The Board reviewed items on the consent agenda. Gregg Seebohm called for approval of the consent agenda.

- ❖ Approval of August 19, 2014 Board Meeting Minutes;
- ❖ Revised Committee Charges;
- ❖ Staff Appreciation Invitation and Request to allow controlled alcoholic beverages at the event;
- ❖ Upcoming Bonanza Auction; and,
- ❖ Legislative Forum Notice.

**M-S-C (Disney – Haley) Approved the consent agenda consisting of the August 19, 2014 Board Meeting Minutes, revised board committee charges, and the request to allow controlled alcoholic beverages at the event.**

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

**FINANCIAL REPORT:**

Sharon Courtney presented the preliminary statement of financial position for the 2 months of fiscal year 2014-2015 ending August 31, 2014 noting financial highlights. Sharon informed the Board that hiring of additional staff in some areas has been delayed and is showing positively on the budget. Erin Eulenfeld informed the Board that hiring for open positions is going well but delayed due to several minor circumstances. Debbie Lapp informed the Board that timing is an issue with hiring in the case management program and is now taking place.

**M-S-C (Disney - Katz) Accept and approved the financial report for the 2 months of fiscal year 2014-2015 ending August 31, 2014.**

**EXECUTIVE DIRECTOR REPORT**

Tim O'Neill reported that person centered thinking training continues to take place throughout the organization. The state has continued their interest in person centered thinking and is progressing with new waivers containing person centered thinking at its core. Many community centered boards are desirous of providing this training, and two community centered boards have received grant funding to provide this training to staff. Alliance is looking to seek grant funding for statewide initiative and Foothills Gateway has offered to assist in this effort.

The state continues to also review and discuss waiver redesign in a person centered manner and Foothills Gateway continues to be represented through this effort as well. Foothills Gateway will continue to position itself to meet these future challenges and opportunities as best as possible.

**OLD BUSINESS:**

**A. Bylaw Revision Review/Approval**

The Board reviewed recommended bylaw changes. There was a recommendation at the August Board meeting regarding expansion of membership; legal counsel recommends removing the membership portion of the organization all together. Membership is not a requirement and other community centered boards do not have membership in their Articles/bylaws. A change in membership requires an approval of revised Articles of Incorporation by the current membership at the annual meeting in March. The Executive Committee recommends approving the current revised bylaws at this meeting to be in compliance with the Sunshine Law, and review revised Articles of Incorporation and Bylaws again at the February 2015 Board meeting for approval at the Annual Meeting. John Haley also recommended reviewing the Sunshine law at the Legislative Strategy Committee for possible action.

**M-S-C (Disney - Haley) Approve to adopt the revised bylaws as presented.**

**B. Dial-a-Ride Letter**

John Haley informed the Board that there has been an effort to restore Dial-a-Ride services to reinstate service to Foothills Gateway and other areas throughout the City of Fort Collins. City Council is currently in the budget process and the Legislative Strategy Committee is desirous of sending a letter to Council Members Gerry Horak and Wade Troxell making this request. The Board discussed several other entities that are desirous of signing this letter, which could possibly delay the sending of the letter. The Board agreed to send this letter from the Foothills Gateway Board and send the letter template to other entities to send in addition, if desired. The current Transfort budget to be presented to City Council includes the expansion of Dial-a-Ride services, so this letter is very timely. The Board also agreed to include additional statistics regarding the number of people who would benefit from this service in the letter. The Board also agreed that Gregg Seebohm should sign the letter on behalf of the entire Board.

**M-S-C (Disney – Whitely) Approved to send the presented letter regarding Dial-a-Ride to Council Members Gerry Horak and Wade Troxell with additions signed by Gregg Seebohm on behalf of the entire Board of Directors.**

**C. Compliant Follow-up**

Gregg Seebohm informed the Board that the compliant made earlier in the year, in the view of the state, is complete and resolved. The investigator did ask that any additional complaints be addressed by Foothills Gateway as well. Erin Eulenfeld provided follow-up and informed the Board that all families involved in the complaint have been contacted and are pleased with services and have no complaints. Staff involved have also been contacted and no complaints have been stated. Erin also informed the Board that advanced Health Insurance Portability and Accountability Act training of residential staff has also been completed.

**D. Joint Board Retreat Update**

Diana Foland informed the Board that the Foundation Board has discussed the proposal to meet on November 18<sup>th</sup> with the Foundation Board conducting their meeting from 4:00pm-5:00pm, joint dinner from 5:00pm-5:30pm, Joint Board Meeting from 5:30pm-7:00pm, and the Operating Board Meeting from 7:00pm-8:00pm was an agreeable plan and agreed to the time and dates proposed. The Joint Resource Committee will discuss and develop the agenda for the Joint Board Meeting.

**NEW BUSINESS:**

**A. Assistant Secretary Position**

Gregg Seebohm informed the Board that Punkie Whitely (as the Board Secretary) recommends that an Assistant Secretary be appointed as allowed within the bylaws. Punkie Whitely recommended Katie Fahrenbruch for this position.

**M-S-C (Disney – Whitely) Approved Katie Fahrenbruch as the Assistant Secretary to the Board of Directors.**

Gregg Seebohm also informed the Board that Linda Drees (previous Board Member) is desirous of coming back to the Board as a Member starting January 2015.

**COMMITTEE REPORTS:**

**A. Fiscal and Property Committee**

Tracy Katz presented the 401(k) Discretionary Contribution Resolution to the Board for review and approval. This resolution requires approval for the distribution of \$254,770.92 to Foothills Gateway's 401(k) plan. Tracy Katz informed the Board that the Fiscal and Property Committee recommends this resolution for approval.

**M-S-C (Haley - Fahrenbruch) Approved the 401(k) Discretionary Contribution Resolution stating that this corporation shall make a Discretionary Contribution to the Foothills Gateway, Inc. 401(k) Plan for the fiscal year ending June 30, 2014 in the amount of \$254,770.92 for the exclusive benefit of all employees covered under said plan.**

Tracy Katz also informed the Board that the Fiscal/Property Committee received the annual audit exit presented by Cal Logan and recommends the acceptance of the FY 13-14 audit pending any adjustments.

**M-S-C (Haley – Disney) Accept and approved the fiscal year 13-14 audit draft with an unmodified opinion pending any adjustments.**

**B. Executive Committee:**

Gregg Seebohm informed the Board that the Executive Committee met and discussed Derf Green's resignation from the Board of Directors. Gregg met with Derf and discussed his resignation and Derf shared that he had a large amount of change in his personal life recently that impacted the amount of time available to be a Board Member. The Committee also reviewed Family Support Services Council Membership applications of Lula Harris and Sharon Kerekes, which the Committee recommends approval of both applicants.

**M-S-C (Whitely – Disney) Approved the applications of Lula Harris and Sharon Kerekes for Family Support Services Council Membership.**

**D. Legislative Strategy Committee:**

John Haley reported that the Legislative Strategy Committee met and discussed the ABLE Act. The ABLE Act is widely supported at the federal level, but has not yet been voted on for approval. The ABLE Act will allow people with developmental disabilities to place up to \$14,000 in an "ABLE Act account" for allowable expenses and would not count toward the current \$2,000 liquid asset limit. One problem is that if there is any money remaining in this account when the holder of the account passes away, the money is reverted to the federal government. John Haley reported that the Legislative Strategy Committee also discussed conflict free case management, Dial-a-Ride, the upcoming Legislative Forum and the Person First Festival. Gregg Seebohm also informed the Committee that Health Care Policy and Financing is required to present to the Colorado Legislature a plan to eliminate the waitlist by 2020. A question/answer meeting will be held in Fort Collins on September 29<sup>th</sup> to discuss this plan. Board Members and staff are encouraged to attend.

**E. Joint Resource Committee:**

Jim Disney reported that the Joint Resource Committee met and discussed the Committee Charge Changes, the annual Joint Board Meeting, and the monthly educational luncheons.

**ADJOURNMENT**

**M-S-C (Kettler - Katz) Adjourn the meeting at 8:23 pm**

Respectfully submitted by,  
*Punkie Whitely*  
Punkie Whitely, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.  
Board of Directors is October 21, 2014.**