



We believe in a life of opportunity, of choice, and of dignity for every individual, regardless of age or ability.

The Mission of Foothills Gateway, Inc. is to advocate for and empower individuals with disabilities to lead lives of their choice.

**Board of Director's
Agenda
August 15, 2017
7:00 pm**

MEETING CALLED TO ORDER	10 min.
Public Comment - The Board allocates 10 minutes at the beginning of each board meeting for "Public Comment". Each speaker, at the Chair's discretion, may speak for up to five minutes.	
PRESENTATIONS – SLS Direct and Home Care Services – Chris Crawford	15 min.
CONSENT AGENDA	2 min.
Approval of July 18, 2017 Board Meeting Minutes	
Approval of August 1, 2017 Special Board Meeting Minutes	
FINANCIAL REPORT	10 min.
OLD BUSINESS	10 min.
Strategic Plan	
CAO Replacement Plans	
NEW BUSINESS	5 min.
New Board Member Search & Recruitment	
Proposed New Policy – "Executive Director Vacancy"	
EXECUTIVE TEAM UPDATES	10 min.
COMMITTEE REPORTS	15 min.
Executive Committee	
Fiscal and Property Committee	
Legislative Affairs Committee	
Joint Resource Committee	
ADJOURNMENT	



SLS-Direct

Chris Crawford



SLS-Direct Mission

- Our mission is to promote personal choice, dignity, equality and independence while increasing community inclusion and connections.



The Individuals

- The individuals that are supported through the SLS-Direct program: live independently, and need assistance with small or routine aspects of life, live with family and are in need of more direct care or live in a skilled Nursing Facility and are supported to access their community.
- Regardless of the level of support needed, the SLS-Direct staff make it a daily mission to assist the individuals in living the fullest life possible while maintaining the goals set forth in the SP.



Staff

- Currently 23 staff
- Including: 7 Family Support Providers, 14 Direct support Providers & 2 Office personnel.
- This includes the efforts of 3 staff that work in Day Program full time and Part Time in SLS.



SLS-Direct Info

- SLS-Direct Support Providers are required to maintain a utilization between 81-100%.
- This is to ensure that the individuals plan and funds are being allocated properly.
- SLS-Direct is currently the Rep Payee for two individuals in the program.
- SLS-Direct Supervisor manages the bills, income and benefits of these two individuals.

Services

- SLS-Direct offers services to adults in our own community.
- We provide Personal Care, Home Maker, Mentorship, Day Hab and Respite.
- Currently there are 41 adults that receive services.
- Of the 41 individuals served:
- 14 live entirely independently and receive minimal supports help maintain their level of independence

Personal Care

- SLS-Direct supports a variety of Personal Care services.
- -Hygiene, shopping, & money management, meal planning are the most common types of PC.
- 23 individuals are supported with Personal Care.

Sandy & Chuck





Home Maker: Basic & Enhanced

- SLS-Direct assists in a wide variety of in home services.
 - Cooking and cleaning are the predominant choices of services in this area.
- 11 individuals receive HM services through SLS-Direct
 - 9 of those have ISSP's in place to assist in increasing their independence in these home skills.

Tammy



Mentorship

- SLS-Direct offers Mentorship to assist with medical appointments and annual Health and Safety Reviews.
- Health and Safety Reviews are a great tool to assist in keeping safety at the forefront of everyone's minds.
- 9 individuals receive support with Mentorship

Day Hab

- SLS-Direct offers Day Hab for individuals to get out and be more involved in the community.
- Supported Community Connection, Socialization and Exercise are the most common.
- 18 individuals are supported with Day Hab services.

Gian & Farrukh

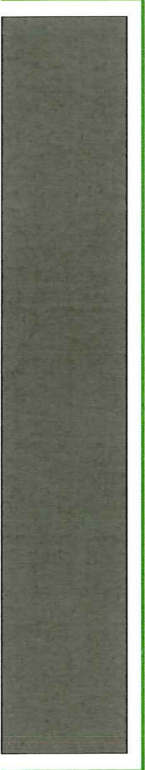


Respite

- Respite is provided for the individuals that live with a guardian/family member and allows that person time to themselves or to address daily activities.
- SLS-Direct staff work directly with the guardian/family member to schedule the Respite services.
- 14 individuals receive Respite services.



Lysa





Summary

- SLS-Direct provides a multitude of services to many individuals in our community.
- These supports help to ensure each individual is living the life they desire while maintaining their level of independence and health.
- And to have a little fun along the way!

Questions?



FOOTHILLS GATEWAY, INC.

UNAUDITED

Preliminary Financial Reports
for the 1 month ending July 31, 2017

MONTHLY FINANCIAL HIGHLIGHTS

- * Revenues are 4.7% over YTD Budget
- * Expenses are 8.1% under YTD Budget
- * Net Loss is \$197,758 less than YTD Budgeted Net Loss

<u>Financial Status</u>	at June 30, 2017	at July 31, 2017	Incr (Decr)
Total Assets	\$12,847,496	\$12,689,008	(\$158,488)
Total Liabilities	\$1,703,299	\$1,635,031	(\$68,267)
Net Assets (Fund Balances)	\$11,144,197	\$11,053,977	(\$90,221)
Working Capital	\$6,292,761	\$6,228,464	(\$64,297)

Current Year Financial Performance at 1 month / 8.3% of annual revenue and expense

	Actual Year to Date	YTD Budget	% Actual to YTD Budget	Amended Annual Budget	% Actual to Annual Budget
Revenues					
State/Medicaid Funds	\$1,184,247	\$1,220,847	97.0%	\$12,895,464	9.2%
Vocational Income	33,061	33,771	97.9%	405,252	8.2%
Public Support	97,483	12,750	764.6%	225,600	43.2%
Larimer County Mill Levy	37,141	44,326	83.8%	4,115,587	0.9%
Other	63,872	40,859	156.3%	513,268	12.4%
Total Revenue	\$1,415,803	\$1,352,553	104.7%	\$18,155,171	7.8%
Expenses					
Salaries, Taxes & Benefits - Staff	\$826,660	\$900,697	91.8%	\$11,350,770	7.3%
Salaries, Taxes & Ben - Individuals in Svcs	27,961	26,824	104.2%	321,888	8.7%
Vocational/Contract Supplies	1,772	3,899	45.5%	46,788	3.8%
Supplies, Equipment & Building Expense	77,733	128,311	60.6%	1,117,238	7.0%
Vehicle Expense	30,738	33,013	93.1%	396,294	7.8%
Program Related Expense	247,406	243,296	101.7%	2,580,888	9.6%
Purchase of Service	261,034	271,800	96.0%	1,976,360	13.2%
Other	32,719	31,692	103.2%	459,471	7.1%
Total Expenses	\$1,506,024	\$1,639,532	91.9%	\$18,249,697	8.3%
Revenue Over (Under) Expense	(\$90,221)	(\$286,979)	31.4%	(\$94,526)	95.4%
Less: Other Capital Expenditures	14,485	0	0.0%	-382,292	-3.8%
Less: (Purch)Sell Long Term Invstmnts	-3,460	0	0.0%	0	0.0%
Plus: Non-Cash Expenses	14,899	34,329	43.4%	310,068	4.8%
Change in Working Capital	(\$64,297)	(\$252,650)	25.4%	(\$166,750)	38.6%

Foothills Gateway, Inc.

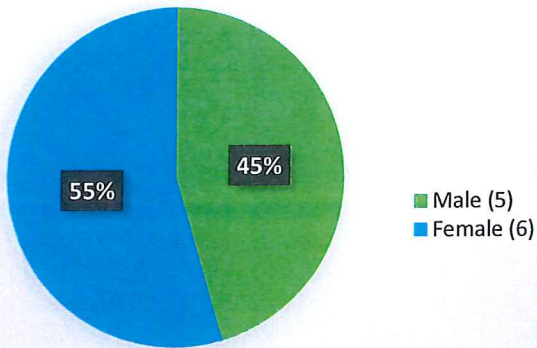
BOARD OF DIRECTORS' SKILLS & RECRUITMENT CHART

Members' Board Involvement (since) Term Expires	Jim Disney	Linda Drees	Mark Durand	Kate Fahrenbruch	John Haley	Tracy Katz	BJ Russell	Romle Tobin	Susie Trethewey	"Punkie" Whitley	Mikel Zimmerman	Open Seat	Open Seat
	June-01 March-18	March-15 March-18	August-15 March-20	March-14 March-20	March-10 March-19	February-12 March-19	March-10 March-19	November-05 March-20	March-14 March-20	March-06 March-18	August-15 March-19	March-19	March-18
DEMOGRAPHIC:													Summary
Fort Collins		X	X	X	X	X	X	X	X	X	X		9
Loveland	X								X				2
Estes Park													0
Berthoud													0
Wellington					X	X	X	X	X	X	X		0
Male	X		X		X	X	X	X	X	X	X		5
Female		X		X	X	X	X	X	X	X	X		6
Parent/Family Member		X			X	X	X	X	X	X	X		4
Individual in Service		X			X	X	X	X	X	X	X		2
Other:													
BOARD COMMITTEE:													
Fiscal & Property	X		X		X	X	X	X	X		X		6
Executive													4
Legislative Affairs	X	X	X		X			X					3
Joint Resource	X		X					X	X	X			2
Foundation Liaison													0
Other:													
AREA OF EXPERTISE/SKILLS													
Accounting					X	X							1
Administrative/Management					X	X							2
Advertising/Marketing/Promotions	X									X			2
Art/Music	X						X		X				3
Banking/Finance					X	X							2
Educator					X	X					X		1
Entrepreneur													1
Event Planning						X			X				2
Facilities Management	X				X	X			X				2
Faith Based Involvement													1
Fundraising						X							2
Government/Elected Official	X				X	X							0
Grant Writing													0
Human Resources													0
Human Services													0
Insurance													2
Law			X		X								1
Media - Print	X												1
Media - Radio/TV/Visual	X												1
Media - Social													0
Medical/Health													0
Non-Profit Collaboration/Participation					X	X		X		X			4
Philanthropic Connections													0
Public Relations	X				X	X							2
Public Speaking	X				X	X							2
Real Estate													0
Service League									X	X			2
Strategic Planning	X					X							2
Technology													1
Other								transition of youth/school district					1

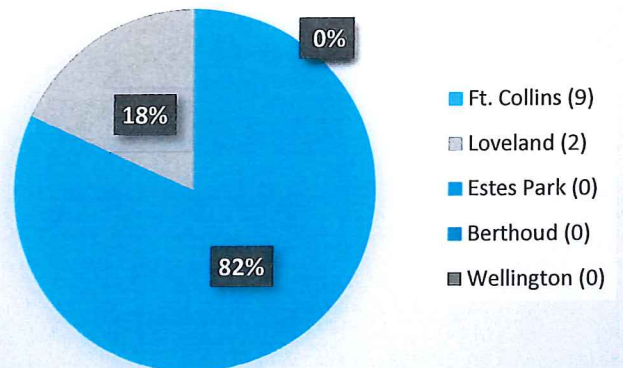
Foothills Gateway, Inc. Board of Directors Demographics

August, 2017

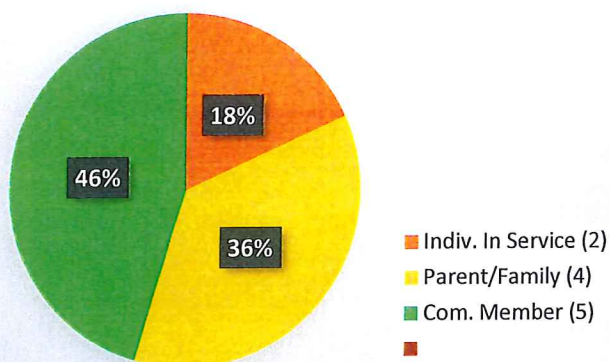
Gender



Area Representation



Person Representation





Policy Change Request Form

Name of Policy Requesting Change Executive Director Vacancy

Current Policy Book Section (s) New

What change is requested?(also, please attach old policy and requested policy)

In accordance with the Board of Director's responsibilities of hiring and supporting the Executive Director (or any employee reporting to the Board) this policy is requested by the Executive Committee to outline expectations and process with regard to notification to the Board when an Executive Team Member has a planned retirement/termination.

Why is this Policy change necessary?

N/A

Submitted By Diana Foland, Chief Administrative Officer

FOOTHILLS GATEWAY, INC.

Executive Director Vacancy

POLICY:

It is the policy of Foothills Gateway that in the event of a vacancy of an Executive Director (or any employee reporting to the Board) that the Board of Directors will be notified as soon as possible. In the case of a pending retirement, a notice of at least six (6) months prior to termination is preferred.

PROCEDURE:

In accordance with the Board of Director's responsibilities of:

- The Board is responsible for hiring and supporting the Executive Director (or any employee reporting to the Board) and will review performance against the position description and goals and make compensation recommendations and adjustments as appropriate.
- The Board is responsible for establishing policies and to delegate to the Executive Director(s) the responsibility for the enforcement of those policies.

An Executive Director, or any employee that reports directly to the Board of Directors, shall use his or her best efforts to provide the board with as much notice as possible when a planned retirement/termination is known. This notice shall be given to the President of the Board of Directors and at their discretion should then be shared with the Executive Committee and full Board.