



FOOTHILLS GATEWAY, INC.

BOARD OF DIRECTORS MEETING

November 21, 2017

Present

John Haley
Tracy Katz
Susie Trethewey
Mark Durand
Doris "Punkie" Whitely
BJ Russell
Mikel Zimmerman
Jim Disney
Katie Fahrenbruch
Romie Tobin

Excused

Linda Drees

Absent

Guests

Mark Lapetus (sp.) (Wells Fargo)

Staff

Diana Foland
Debbie Lapp
Debbie Klein
Carla Conrardy
Angela Woodall
Madeleine Handley
Jan Irvin

President John Haley called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:05pm and welcomed guests.

OPEN FORUM:

John Haley invited guests to speak.

- No guests were present to speak.

PRESENTATIONS:

- **Transportation – Angela Woodall:** Angela gave a presentation on the transportation services provided by Foothills Gateway including its mission statement. Angela noted a letter in the Board Member's packet that has been written to be sent to Fort Collins City Council advocating for more fixed routes. Angela has asked members of Transfort to attend the January Board Meeting to provide information on fixed routes in addition to the City's budget process. Angela was available to answer questions. Jim asked if drivers must provide MVR reports. Angela answered yes. Jim also asked if Transportation works with other CCBs to obtain vehicles. Jim also asked for Transfort to provide a vision plan when the present to the Board. John asked about using Uber/Lyft to provide transportation. Angela noted that at the current time, Foothills Gateway has chosen not to pursue this avenue as these drivers are not trained to transport individuals with IDD. John asked if vehicles had GPS tracking in vehicles. Angela noted that the current fleet of vehicles do not. Punkie noted that she would like to work with Fort Collins' City Council to implement better transportation for individuals with IDD. Tracy asked if there are any partners Angela works with to further their mission. Angela noted that she partners with SummitStone, ElderHouse, as well as two committees where she serves as a member.

CONSENT AGENDA:

- Approval of October 17, 2017 Board Meeting Minutes
- Cancellation of December Board Meeting

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

M-S-C (Haley/Zimmerman) Approve the consent agenda consisting of the October 17, 2017 Board Meeting Minutes and Cancellation of the December Board Meeting.

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the month ending October 31, 2017 along with the unaudited statement for the first quarter of the financial year 2017/2018, noting financial highlights. Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.

M-S-C (Disney/Durand) Accept and approve the preliminary financial report for the four months ending October 31, 2017.

OLD BUSINESS:

- There was no old business to discuss.

NEW BUSINESS:

- **Review & approval of Policy Statements** – Mark asked if these policies reflect any changes. Erin noted that the Policy Statements provided to the Board for Review reflect the policies as they currently stand. All changes to Policies over the past year have been reviewed and approved by the Board on a case-by-case basis per company procedures.

M-S-C (Haley/Katz) Approve the Policy Statements

- **Re-Signing of Code of Ethics, Confidentiality, and Conflict of Interest Statements** –
- **Re-Signing of Letters of Commitment** –
- **Ascend Survey Results** – Debbie noted that the staff from Ascend will be presenting complete results from the Ascend Survey to the Board at the February Board Meeting. Debbie noted that Foothills Gateway had over 70% participation. Debbie will send the Board a one-page report of the preliminary survey results.

EXECUTIVE TEAM UPDATES:

- **Diana Foland** –
 - State Auditors update – Diana shared that the auditors have acknowledged that the CCB system is complex and every CCB is different. The auditors are still working on how to proceed. The planned high-level overview is still on track to be completed by next July. Diana shared that per the State, specific discussions regarding the audit must be done in Executive Session.
 - Diana shared that the annual memo regarding Holiday events was sent out with details on the Giving Tree, Tree for All, Gift Shop, Holiday Concert and Holiday Breakfast.
 - Game Show recap – Diana also shared that the Game Show did very well. Attendance as well as net income increased over last year. John shared feedback on the VIP area and the Silent Auction.
 - Diana shared information on a check scam that was discovered in September. Diana also shared that Finance has worked with the bank to implement Positive Pay on future check payments. Positive Pay requires our Finance department to send a list of checks

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issued to the bank each time checks are issued; the bank then checks that list when a check is presented for payment. John asked if there was any progress on finding the perpetrator and Diana shared that a police report was filed. The bank's culpability was discussed. It was also shared that though there is a small fee for the positive pay service, it makes check cancellation no longer a service we are charged for so there is a savings overall.

- **Debbie K. –**
 - Debbie K shared that Stacy Hill has accepted the position of Development & Communications Director. As of November 27, Stacy will start training with Diana.

- **Erin E. –**
 - Crisis pilot – Another 2-day audit by Tri-west is scheduled for November 29th and 30th. Estimated cost would be \$300k, conversely Strive is running at a deficit. Talking with RMHP about how to solve this. We underspent the first quarter by \$25k. Erin noted that she met with Carla to discuss reducing our budget by that amount and transferring those funds to Strive.
 - Alliance update – Alliance has a new lobbying contract with Jim Cole and Zoe Dolf (sp) who will be our contacts. The legislative priorities are being discussed, going to request a 1% common policy increase, 5% increase for IDD services for DSP wages. Target decreasing waiting list, asking for another 50% increase for people with aging caregivers.

- **Debbie L. –**
 - CCB Coalition – Debbie L reported that the CCB Coalition is conducting weekly phone calls. Squire Patton Boggs is planning on meeting with the regional CMS. Debbie L also shared that Seema Verma has granted States unprecedented flexibility in running their Medicaid programs. Tom Matthews is anticipated to replace Sue Birch.
 - A Leaders Donut has been scheduled for PCT Leaders on December 8th. Debbie L also shared that she and Diana met with Gregg S who has indicated he would like to stay on as a PCT Leader. A new round of training will begin in February for new PCT Coaches (15-20 from Foothills). Stacy Hill will continue to be a trainer for PCT.

COMMITTEE REPORTS:

- A. Executive Committee** – John reported the committee met on November 10th, 2017 and discussed the agenda for Board Meeting, the Executive Team Updates given above, the letter written regarding DAR expansion and working in collaboration with other agencies in the area, the wait list for comprehensive services, and the application of the possible new Board Member.

- B. Fiscal and Property Committee** - Mark reported the committee met on November 21st and ratified a change to Investment Directives, designated funds to the Hopes and Dreams Needs List, discussed Positive Pay, and discussed the excess working capital.

- C. Legislative Affairs Committee** – Jim reported the committee met on November 14th to discuss Hickenlooper's proposed budget and Alliance's response, Alliance's proposed legislative strategies, the tour for Senator Kefalas, and recommend the nomination of Joann Ginal as Foothills Gateway's Legislator of the Year.

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M-S-C (Haley/Katz) Approve the nomination of Joann Ginal as Foothills Gateway's Legislator of the Year.

- D. **Joint Resource Committee** – Susie reported the committee did not meet this month. The next meeting is scheduled for November 29nd.

OTHER:

- **New Board Member** – Mark Lapidus spoke the Board about his personal background as well as his professional background. The Board took the opportunity to ask Mark Lapidus questions.

M-S-C (Haley/Zimmerman) Approve motion to offer Mark Lapidus a position on the Board

ADJOURNMENT

M-S-C (Haley/Disney) Adjourn the meeting at 8:20pm.

Respectfully submitted by,

Katie Fahrenbruch

Katie Fahrenbruch, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is January 16, 2018 at 7:00 pm.**

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