



FOOTHILLS GATEWAY, INC.

BOARD OF DIRECTORS MEETING

May 15, 2018

Present

Mark Durand
Tracy Katz
Susie Trethewey
John Haley
Katie Fahrenbruch
Mikel Zimmerman
Linda Drees
Romie Tobin

Excused

BJ Russell

Absent

Guests

Rep Ginal
Amanda O'Hare

Staff

Debbie Klein
Debbie Lapp
Erin Eulenfeld
Carla Conrardy
Brandee Boice-Street
Jan Irvin
Michelle Jones
Stacy Hill
Judy Tomcak
David Hawkins

President Katie Fahrenbruch called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:00pm and welcomed guests.

OPEN FORUM:

Katie Fahrenbruch invited guests to speak.

- No guests present wished to speak.

PRESENTATIONS:

- **Elected Official of the Year – Rep Ginal** – Stacy Hill introduced Rep Ginal and the work she has done to help individuals with IDD. Stacy then presented Rep Ginal with Foothills Gateway's Elected Official of the Year award. Rep Ginal went on to share her work on Senate Bill (SB) 18-091 to modernize mental health terminology and various bills related to IDD protections.
- **Residential – Judy Tomcak**, Residential Director gave a presentation about the function and structure of the Residential program and invited questions.

CONSENT AGENDA:

- Approval of Board Meeting Minutes – April 17 2018

M-S-C (Haley/Durand) Approve the consent agenda consisting of the April 17, 2018 Board Minutes

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the ten months ending April 30, 2018 as well as the quarterly report 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 (Katz/Zimmerman) Accept and approve the preliminary financial report for the ten months ending April 30, 2018.

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

OLD BUSINESS:

- **Executive Team 360 Review** – Tracy shared that John Haley, Mark Durand and Tracy Katz have formed a micro-committee to work on the Executive Team 360 reviews as well as setting goals for the Executive Team. This micro-committee will update the full Board as events warrant.
- **Resolution/Officer Signatures** - Debbie K read the resolution below and it was signed as appropriate.

CORPORATE RESOLUTION

The undersigned Secretary of Foothills Gateway, Inc. (“Company”), a corporation duly organized and existing under the laws of the State of Colorado hereby certified that, at a meeting of the Board of Directors of the Company duly called and held at 301 W. Skyway Drive, City of Fort Collins, County of Larimer, State of Colorado on April 17, 2018, at which meeting a quorum was continuously present, the following resolutions were unanimously adopted, are now in full force and effect, and have not been modified or rescinded in any manner:

RESOLVED, that the following persons:

*PRESIDENT, Katie Fahrenbruch and
TREASURER, Susie Threthewey, jointly or*

Any two of:

*Chief Operating Officer Services, Erin Eulenfeld,
Chief Operating Officer Case Management, Deborah Lapp, and
Chief Administrative Officer, Debra Klein, jointly*

(cumulatively “Authorized Party”) is authorized and empowered to perform one or more of the following actions for and on behalf of the Company and on such terms and conditions as any Authorized Party may deem advisable in his sole discretion:

- Obtain one or more loans or other forms of financing in any amount from a Lender;*
- Assign for security purposes, pledge, hypothecate, mortgage, or grant to a Lender a lien, security interest, or other encumbrance upon any of the Company’s personal or real property (including, but not limited to, the assignments for security purposes, pledges, hypothecations, mortgages, deeds of trust, liens, security interests and encumbrances contained in loan documents pertaining to promissory note(s), line(s) of credit, or guaranty described above);*
- Assign, convey, sell, lease, or otherwise transfer to a Lender or any third party any of the Company’s personal or real property;*
- Purchase personal or real property, and;*
- Execute any document and take or refrain from taking any action on behalf of the Company;*

FURTHER RESOLVED, that any of the foregoing or related activities taken by any Authorized Party prior to the adoption of the preceding resolutions are hereby ratified and declared to be binding obligations of the Company in a full and complete manner;

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FURTHER RESOLVED, that the authority and power of any Authorized Party as provided in the preceding resolutions will continue in full force and effect until the Board of Directors of the Company adopt a resolution amending, modifying or revoking one or more of the preceding resolutions;

FURTHER RESOLVED, that the Secretary of the Company is authorized to certify the adoption of the foregoing resolutions, the continuing effect of these resolutions, and the incumbency of the various parties authorized to exercise the rights in these resolutions from time to time.

The undersigned Secretary certifies that the following persons are duly elected officers or otherwise authorized to act on behalf of the Company in the capacities set forth below and that the following original signatures are genuine in all respects:

M-S-C (Drees/Durand) Approve the Resolution as written above.

NEW BUSINESS:

- **Policy Change Request** – Debbie K shared the policy change request for the removal of the Personal Needs Funds policy as it is no longer needed as detailed on the Policy Change Form. Mark asked if policies removed from Foothills Gateway’s Policies and Procedures are retained for future reference. It was confirmed that this is the case.

M-S-C (Haley/Durand) approve the removal of the Personal Needs Funds Policy

- **Potential new Board Member** – Debbie K introduced Amanda O’Hare who shared some of her history and interest in joining the Board. Amanda also gave her completed application to Debbie K.

EXECUTIVE TEAM UPDATES:

- **Debbie K.** – Debbie K shared that the CCB Designation has been approved for the next fiscal year. Debbie also shared that the Foundation was honored at the Celebration of Philanthropy dinner held recently. Debbie K further shared information on the Gives Next program and how Foothills Gateway came to receive donations from two school groups as a result of this program.
- **Debbie L.** – Debbie L shared the SEP CFCM Bill ‘died’ in Committee and will likely be resubmitted in the next Legislative session. Debbie L also shared that Foothills Gateway has received 5 new DD waiver resources. A PCT Leaders meeting is scheduled for July and Julie Malette is coming to Foothills Gateway in the next fiscal year to do additional PCT training.
- **Erin E.** – Erin shared that HB18-1407 (Aging Caregiver and DSP Workforce Stabilization Bill) has passed . Erin explained the details of the Bill and how that will impact the staff of Foothills Gateway. Erin also shared information on the Common Provider Rate increase of 1% which will affect all Medicaid rates and Medicaid waiver rates. Erin then shared that HCPF staff assigned to work with the Crisis Pilot have been working on identifying funding streams that could help fund the Crisis Services into next fiscal year.

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COMMITTEE REPORTS:

- A. **Executive Committee** – Katie reported the committee met on May 4, 2018 and discussed the agenda for Board Meeting, the Executive Team 360 reviews and the Executive Team Updates given above. The Committee also went into Executive Session.
- B. **Fiscal and Property Committee** - Mark reported the committee met prior to this meeting and discussed a bequeath designation change, a bequeath designation and the preliminary financial statement for the month ending April 30 2018.

M-S-C (Haley/Durand) Approve the change the name of the “Infant Support Training” funds to “Infant Support Training or Services”

- C. **Legislative Affairs Committee** – John reported the committee met on May 8, 2018 and discussed the letter to State Division of Vocational Rehabilitation. Erin shared the updated letter and reviewed the changes, this letter will be signed by the Board Members, and the recipients were also discussed. Erin also shared information about (Fed) Bill 5658 that addresses the language in WIOA. Department of Education will be reopening the federal rules around WIOA for additional public comment. John also shared that the Committee discussed the Legislative Session/Bill Update for HB18-1407, the letter to Rep Ginal, Host Home Provider Bill and the Employment First Bill. The Committee also discussed the County Commissioners Meetings, the City of Fort Collins Vision and Planning Meeting and the Expansion of Transportation Services Update.
- D. **Joint Resource Committee** – Susie reported the Joint Resource Committee met on April 25th and discussed the Flying Pig, Glow Golf, Game Show and Community Outreach activities.

EXECUTIVE SESSION

M-S-C (Haley/Durand) Unanimously approved convening an Executive Session to discuss a matter pursuant to section 25.5-10-209 2 (b)(IV) of the open meetings statute at 8:26 pm.

M-S-C (Drees/Zimmerman) Move to adjourn Executive Session and reconvene Regular Board Meeting at 8:45 pm.

ADJOURNMENT

M-S-C (Haley/Durand) Adjourn the meeting at 8:47 pm.

Respectfully submitted by,

Tracy Katz

Tracy Katz, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is June 19, 2018 at 7:00 pm.**

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