



FOOTHILLS GATEWAY, INC.

BOARD OF DIRECTORS MEETING

June 19, 2018

Present

BJ Russell
Tracy Katz
Susie Trethewey
John Haley
Katie Fahrenbruch
Romie Tobin

Excused

Mikel Zimmerman
Mark Durand
Linda Drees

Absent

Guests

Amanda O'Hayre
Carol Morris

Staff

Debbie Klein
Debbie Lapp
Erin Eulenfeld
Carla Conrardy
Brandee Boice-Street
Jan Irvin
Judy Tomcak
Cynthia Hansford

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.

OTHER:

Prospective Board Members

- Susie introduced Carol Morris and expressed her interest in the Board.

FSSP Council Members

- Pam Jennings – Debbie K shared information from Pam's application and this was discussed.
- Monica Zimmerman – Debbie K shared information from Monica's application and Debbie L shared that Monica has attended a meeting already.

M-S-C (Russell/Haley) Approve the appointment of Monica Zimmerman and Pam Jennings to the FSSP

Prospective Board Members

- Amanda O'Hayre - Katie requested Amanda step outside the conference room for the Board to discuss her application. John and Katie shared relevant information from their meeting with Amanda.

M-S-C (Haley/Katz) Approve the appointment of Amanda O'Hare to the Board of Directors

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

PRESENTATIONS:

- **START Coordination and CSCR Pilot** – Reni Moreno, Cross Systems Crisis Response CO START Coordinator, gave a presentation about the function and structure of the START program and invited questions.

CONSENT AGENDA:

- Approval of Board Meeting Minutes – May 15 2018

M-S-C (Haley/Katz) Approve the consent agenda consisting of the May 15, 2018 Board Minutes

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the eleven months ending May 31, 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 (Katz/Haley) Accept and approve the preliminary financial report for the eleven months ending May 31, 2018.

OLD BUSINESS:

- **Executive Team 360 Review** – Tracy shared that the review has been ordered from Employers' Council. The review will probably not be delivered until July.
- **WIOA Letter** – Erin reviewed that the Board sent a letter to Patricia Henke requesting assistance to increase flexibility with the WIOA rules so that people with IDD do not lose their long held jobs. This letter was written following the loss of employment at the Federal Building for six individuals, despite the efforts on the part of FGI to appeal the decision. The only response to the letter so far has been from the Arc of Larimer County, this was discussed at length with Erin confirming that a meeting has already been scheduled with state DVR and HCPF staff for July 10th. After extensive discussion about possible responses it was agreed Katie will respond to the Arc.

NEW BUSINESS:

- **Policy Change Request** –
 - Private Pay Services – Erin shared the reasoning behind changing this Policy to a Procedure so that the frequent changes by HCPF will not necessitate frequent Policy changes that must come to the Board for approval.

M-S-C (Katz/Haley) approve the change of the Personal Needs Funds Policy to a Procedure

- Purchase of Service Rates – Debbie K shared that the Purchase of Service Rates is no longer needed as a Policy and this request is to change it to a Procedure.

M-S-C (Tobin/Haley) approve the change of the Personal Needs Funds Policy to a Procedure

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- **Other -**

Romie shared the results from the educational sessions held at FGI last week and commended the FGI staff for their presentations.

EXECUTIVE TEAM UPDATES:

- **Debbie K.** – Debbie K shared that Open Enrollment for staff is currently underway. The Foundation’s Glow Golf fundraiser is scheduled for July 13th, a Joint Board Social is scheduled for Monday June 25th and work is being done on an Orientation book for the Foundation Board.
- **Debbie L.** – Debbie L shared that there is a PCT Council/Leaders meeting scheduled for July 13th. And gave an update on the allocation of Resources that have been received so far.
- **Erin E.** – Erin shared that the Budget has been worked on as well as FGI’s Business Continuity plan. FGI’s Strategic plan is also being updated.

COMMITTEE REPORTS:

- A. **Executive Committee** – Katie reported the committee met on June 8, 2018 and discussed the Board Meeting Agenda Review, Executive Team 360 Review, Amanda O’Hayre’s Board Application, Policy Review, a Family Support Council Member Application and the Executive Team Job Descriptions. Katie also shared she will be out of town for the next Executive Committee Meeting.
- B. **Fiscal and Property Committee** - John reported the committee met on June 11th as well as prior to this meeting and discussed a bequeath designation, Budget Review and the preliminary financial statement for the month ending May 31 2018. John also shared that the committee recommends the FY 2018/2019 Budget to the Board for approval. John further shared that the committee also recommends the bequeath designation to the Board for approval. Due to the lack of quorum at this point in the meeting – it was agreed that both the Budget approval and the bequeath designation will be sent to the full Board via email for votes. If approved these votes will be ratified at the July Board Meeting.

M-S (Tobin/Trethewey) Approve sending the FY 2018/2019 Budge to the full Board via email for vote. If approved, this vote will be ratified at the Board Meeting scheduled for July 19, 2018

M-S (Tobin/Trethewey) Approve sending the Bequeath Allocation to the full Board via email for vote. If approved, this vote will be ratified at the Board Meeting scheduled for July 19, 2018

- C. **Legislative Affairs Committee** – John reported the committee met on June 14, 2018 and discussed the Legislative Session wrap up.
- D. **Joint Resource Committee** – Susie reported the Joint Resource Committee met on May 23rd and discussed the Taste of Loveland results, Glow Golf, Game Show and Community Outreach Activities.

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ADJOURNMENT

M-S-C (Fahrenbruch/Haley) Adjourn the meeting at 9:00 pm.

Respectfully submitted by,

Tracy Katz

Tracy Katz, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is July 17, 2018 at 7:00 pm.**

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