



**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
January 15, 2019**

Present

Carol Morris
Steve Dandaneau
Linda Drees
John Haley
Katie Fahrenbruch
Tracy Katz
Mikel Zimmerman
Punkie Whitely
Romie Tobin
BJ Russell

Excused

Amanda O’Hayre
Mark Durand

Absent

Guests

Staff

Erin Eulenfeld
Debbie Klein
Debbie Lapp
Carla Conrardy
Brandee Boice-Street
Jan Irvin
Paul Liptak
Ed Bowers
Stacy Hill
Judy Tomcak

President Katie Fahrenbruch called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:01pm and welcomed guests.

OPEN FORUM:

Katie Fahrenbruch invited guests to speak.

- No guests present wished to speak.

PRESENTATIONS:

- **Adult Care Services and Children’s Extensive Supports (CES) – Cynthia Hansford** – This presentation was cancelled due to illness.
- **Family Satisfaction Survey Results – Ed Bowers** – Ed explained how the survey works, how it is distributed and how follow up with respondents occurs. All families receive the survey, but the survey’s results and comments are routed to the appropriate case manager to answer on a case by case basis, as appropriate. This is the first year that a survey website was used rather than mailing paper surveys as has been done in the past. An email was sent as a ‘heads up’, and another email was sent with instructions on finding the survey. Email surveys were emailed when the email address was available. Where there was no email available, a paper survey was sent. Ed shared that the rate of return was the same as last year. John asked if there were any way to increase the rate of return. Ed shared that if the rate or return is too low the surveys are resent. Linda asked if the survey makes changes to how FGI does business. Debbie L shared that yes, all comments are reviewed and changes may be made to Services and Case Management based on suggestions and comments. The survey is not confidential, which enables those commenting to receive feedback on their input. It was also clarified that there are other avenues to communicate with FGI anonymously should anyone wish to do so.

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

CONSENT AGENDA:

- Approval of Board Meeting Minutes – November 16, 2018

M-S-C (Haley/Zimmerman) Approve the November 16, 2018 Board Minutes.

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the six months ending December 31, 2018. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

M-S-C (Haley/Katz) Accept and approve the preliminary financial report for the six months ending December 31, 2018.

OLD BUSINESS:

- **Board Retreat Discussion** – Erin shared the agenda for the Board Retreat and requested input. Katie also shared information gleaned from her conversation with Barb Garrido (President of the Foothills Gateway Foundation Board) concerning the relationship between the operating Board and the Foundation Board.
- **Sunshine Law Postings** – Debbie K read the Sunshine Law statement and shared the specific locations where the Board Meeting information is posted. The Agenda for the Board meeting is posted to the FGI website as well as on the bulletin board outside the main entrance seven days prior to the Board Meeting. The schedule of all Board and Committee Meetings is posted to the FGI website, on the bulletin board outside the main entrance as well as on the bulletin board outside the Everitt conference room within the FGI building.

NEW BUSINESS:

- **Board Changes** – Katie shared she will be leaving the Board as of the March Annual meeting. Susie Trethewey has stepped away from the Board with immediate effect. Mikel, Tracy, John and BJ's terms will be expiring this year. BJ shared that he will also be stepping off the Board as of March. Voting on the officer positions will be delayed until the Annual Meeting in March. Katie will reach out to Mark about the Board President position.
- **Policy Change Request – Funds Administration** – Tracy shared the background behind the change to the language of the Funds Administration Policy.

M-S-C (Whitely/Dandaneau) Accept and approve change to the language of the Funds Administration Policy

EXECUTIVE TEAM UPDATES:

- **Debbie L:** shared the State Audit results that were released on December 3. A meeting is scheduled for January 16th between HCPF and CCB's to discuss the results and what will be done to mitigate the oversight issues. The recommendations made by the Office of State Auditor to FGI have been acted upon. Another quality and performance audit by HCPF is scheduled for January 28th. Foothills Gateway is providing services to everyone on the State SLS waiting list, however, an additional person was added to this waiting list recently. A PCT Leaders meeting was held on January 11th, Carol Morris has been asked to be a PCT Leader and she has

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

accepted. HCBS-DD (Comp) Case Managers are working with individuals/families on filling HCBS-DD resources which have been allocated by the state.

- **Erin:** Erin shared that the Legislative Session has begun. Erin also shared that preparation is underway for the CARF survey which will occur in the fall of 2019. Erin and other FGI staff attended the Conflict Free Case Management (CFCM) Stakeholder meeting held by HCPF in Greeley. Feedback from the CFCM Community Impact Survey was reviewed with attendees. Attendees expressed concerns regarding the survey's content and timing. HCPF stated the survey will be revised and sent out at a later day. Some board members did not receive the survey to complete from HCPF, so Erin will send the information on how to register to get updates from John Barry (HCPF staff). John Haley shared information from the community impact survey meeting with Navigant and HCPF that he attended. Erin further shared the changes to rates as a result of HB 18-1407 (Workforce Stabilization Bill). There will be requirements regarding the use of these funds. An additional stakeholder meeting will be held on the 23rd of January to discuss questions with CCBs and PASAs. Erin also shared that Rocky Mountain Health Plans (RMHP) about a request from the state of California to learn more information about the Crisis Pilot. They have heard about the Crisis services being provided in Colorado, and are interesting in creating crisis services in California.
- **Debbie K:** Debbie shared the results from Colorado Gives Day (included in the Board Meeting packet). Debbie K shared that Colorado Gives day raised \$20,770.00. Debbie also shared the number of donors and total donation amounts for the last three years which show dramatic improvement. The email stories & stories posted to Facebook seemed to be far more successful in reaching donors. Facebook was maximized in this push. Debbie further shared details from the Human Bean Guest Barista event that Stacy, Nathan and Chrissi participated in. IDD Awareness Day will be February 27th. Debbie K further shared that the Holiday gift shop was successful, and the staff Holiday Potluck was well attended. The Ascend survey is complete and a report will be given to the Board in February.

COMMITTEE REPORTS:

- **Executive Committee** – Katie reported the committee met on January 4, 2019 and discussed the Board Meeting Agenda, the Board Retreat Agenda, Board Changes and Executive Team Updates given above.
- **Fiscal and Property Committee** – John reported the committee met prior to this meeting and discussed the Investment Presentation, Fund Admin policy change, Lease of Crisis Westside house, 990 Update, the Financial Statement review YTD December and Undesignated Net Assets Information.
- **Legislative Affairs Committee** – John reported the Committee met on January 9th and discussed Alliance Legislative Update, JBC Changes, Potential JBC Bills, SLS Reversion (Reduce DD Waiting List Using Previously Allocated Funds), IDD Common Policy Provider Rates, Governor's Office Updates, Local Elections Update, Ballot Issue 1A Update, Elected Official of the Year discussion and Meeting date/time discussion.
- **Joint Resource Committee** – The Joint Resource Committee did not meet this month.

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

ADJOURNMENT

M-S-C (Fahrenbruch/Haley) Adjourn the meeting at 8:32 pm.

Respectfully submitted by,

Tracy Katz
Tracy Katz, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is February 19, 2019 at 7:00 pm.**