



**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
February 19, 2019**

Present

Carol Morris
Steve Dandaneau
John Haley
Katie Fahrenbruch
Tracy Katz
Mikel Zimmerman
Linda Drees
Amanda O’Hayre
Mark Durand
Punkie Whitely

Excused

Romie Tobin
BJ Russell

Absent

Guests

Staff

Erin Eulenfeld
Debbie Klein
Debbie Lapp
Carla Conrardy
Brandee Boice-Street
Judy Tomcak
Renee Walker

President Katie Fahrenbruch called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:04pm and welcomed guests.

OPEN FORUM:

Katie Fahrenbruch invited guests to speak.

- No guests present wished to speak.

PRESENTATIONS:

- Housing Choice Vouchers – Renee Walker, Housing Coordinator. Renee gave a presentation on the Housing Choice Voucher and invited questions. How the system works, how resources are allocated and who qualifies for the program were all discussed at length. A copy of the presentation is included in the Board meeting packet.
Ascend Presentation – Debbie Klein shared the results of the final of four annual surveys taken by staff. Debbie shared these results compared over the last four years. Debbie also shared that the agency who managed the survey will no longer be offering this survey. Foothills Gateway will look into ways the same type of survey can be completed in future years.

CONSENT AGENDA:

- Approval of Board Meeting Minutes – January 15, 2019

M-S-C (Katz/Morris) Approve the January 15, 2019 Board Minutes.

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the seven months ending January 31, 2019. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website. Carla also shared a short presentation explaining Total Designated Net Assets.*

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

M-S-C (Whitely/Durand) Accept and approve the preliminary financial report for the seven months ending January 31, 2019.

OLD BUSINESS:

- **Legislator of the Year vote** – John shared that at the previous Legislative Affairs Committee meeting it was discussed to award the Legislator of the year this to John Kefalas for his continued support of individuals with IDD and the mission of Foothills Gateway. The Committee made the recommendation, but it is open to the Board to make other recommendations if they so choose. The recommendation as well as the names of others who have received the award were discussed.

M-S-C (Haley/Whitely) Approve County Commissioner John Kefalas as the Legislator of the Year for 2018.

NEW BUSINESS:

- **Policy Review** – Debbie K shared the policy change request form for the Gift Acceptance Policy and explained the change in the language. Debbie K clarified that the change does not affect the Policy as the language being changed would be more appropriate as a part of the Procedure.

M-S-C (Whitely/Zimmerman) approve the change to the Gift Acceptance Policy as presented.

- **Corporate Resolution** – Debbie K read the Corporate Resolution as follows. The resolution was then 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, JOHN HALEY, 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:

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

- a) *Obtain one or more loans or other forms of financing in any amount from a Lender;*
- b) *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);*
- c) *Assign, convey, sell, lease, or otherwise transfer to a Lender or any third party any of the Company's personal or real property;*
- d) *Purchase personal or real property, and;*
- e) *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;

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 – (Katz/Dandaneau) Move to accept the Corporate Resolution as detailed above.

EXECUTIVE TEAM UPDATES:

- **Debbie L:** Debbie L shared that she has attended a No Wrong Door (NWD) meeting, and cross training continues. The lead person is now Linda Meyer from the Office on Aging. Carol Morris is now a PCT Leader, and Debbie L will be meeting with Gregg Seebohm tomorrow to discuss whether he will remain a PCT leader. PCT Council has met and continues working on their Circle of Influence items. PCT 2-day Training is scheduled for the 12th and 13th of March. A 1-day PCT overview is also being done for SummitStone Health Partners. Debbie L also shared that there will be a meeting with the Larimer County Department of Human Services (DHS) about Children's Habilitation Residential Program Waiver (CHRP) coming to Community Centered Boards in July.
- **Erin:** Erin explained the implications of House Bill 18-1407 which raises the rates on specific services and how FGI has worked to pass an increase on to DSP employees. Erin also shared the DSP of the Year nominations from Foothills Gateway and the Awareness Day activities at the Capital on February 27th. Erin further shared that following update about the Crisis and START services provided by FGI and the Western Slope: the State of California had been evaluating START and crisis services in Colorado and has decided they will contract with the Univ. of New Hampshire/Center for START Services to provide START and Crisis services throughout California.

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

- **Debbie K:** Debbie K shared which staff would be going to the Capital for DSP Awareness Day and how the staff nominated for the award will be recognized by FGI. Debbie K also shared that an RFP has been issued for benefits administration services. Debbie K clarified that there are no issues with the company currently providing this service, but that issuing an RFP every five years ensures that FGI is getting fair market value. All companies responding to the RFP have offices in the northern Colorado and submissions were due by noon today. Debbie K shared that nine people will be going to the Denver for DSP awareness Day. Debbie further shared that a new Staff Development and Training Coordinator Mark Cowherd is in the process of being trained. The Flying Pig 5k is approaching, Pam Miller has retired and the Community Development team has taken over organizing this event. 1095's are being worked on, and W-2's have gone out to staff. The application for CCB designation for FY 19-20 has been received. Debbie K also shared that County Commissioner John Kefalas is working on county strategic planning and has requested a representative from FGI and a person in services to work on increasing employment opportunities in Larimer County.

COMMITTEE REPORTS:

- **Executive Committee** – Katie reported the committee met on February 8, 2019 and discussed the Board Meeting Agenda Review and the Executive Team Updates given above.
- **Fiscal and Property Committee** – John reported the committee met prior to this meeting and discussed the Designation of Donations received, Preview Designated Net Assets presentation for Board of Directors meeting, Financial Statement review YTD January and Undesignated Net Assets Information
- **Legislative Affairs Committee** – John reported the Committee met on February 15th and discussed Alliance Legislative Updates, JBC Changes, Alliance Bill Tracker, HB18-1407 Update, Ballot Issue 1A Update, Pending Invitations for FGI Tours and Awareness Day- DSP of the Year Nominations
- **Joint Resource Committee** – Punkie reported that the Joint Resource Committee met on February 6th and discussed Upcoming Events, Community Outreach activities and an update from FGI and the Foundation.

Other: Mikel shared his experiences from the Night to Shine event; Katie also shared that CSU football players also volunteered there this year.

ADJOURNMENT

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

Respectfully submitted by,

Tracy Katz

Tracy Katz, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is March 4, 2019 at 7:00 pm.**

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