



FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
January 21, 2020

Present

Carol Morris
Heather Hmieleski
Linda Drees
Mark Durand
Mikel Zimmerman
Nancy Kepner
Punkie Whitely
Romie Tobin
Tracy Katz

Excused

Amanda O’Hayre
John Haley
Steve Dandaneau

Absent

Guests

Staff

Brandee Boice-Street
Carla Conrardy
Debbie Klein
Debbie Lapp
Erin Eulenfeld
Marla Maxey
Shauna Poquette
Cynthia Hansford
Sarah Matthews
Breanne Johann

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:04pm and welcomed attendees.

OPEN FORUM:

Mark Durand invited guests to speak.

- No guests present wished to speak.

POTENTIAL BOARD MEMBERS: There are currently no potential Board Members going through the process.

PRESENTATIONS:

- Health Services – Shauna Poquette, R.N. – Shauna shared a presentation about the Health Services department and invited questions. Linda shared that in her experience some medical professionals can refuse to serve Individuals and asked if FGI offers any training to those medical professionals. Shauna shared that issues such as these are addressed on a case by case basis. Med administration was discussed, Shauna shared that staff are QMAP trained, injectable meds are only used in case of emergency (epi pens).

CONSENT AGENDA:

- Approval of Board Meeting Minutes – November 19, 2019

M-S-C (Katz/Zimmerman) – Approved the November 19, 2019 Board Meeting Minutes

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

FINANCIAL REPORT:

- Carla Conrardy presented the unaudited statement of financial position for the six months ending December 30, 2019. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

M-S-C (Morris/Katz) Accept and approve the preliminary financial report position for the six months ending December 30, 2019.

OLD BUSINESS:

Sunshine Law Postings – Debbie K read the following statement –

“In accordance with a portion of the Colorado Sunshine Law, which states that meeting notices must be posted in a designated public place within the boundaries of the local public body no less than twenty-four hours prior to the holding of the meeting, the designated place for posting notices is identified each year at the first regular meeting of each calendar year.

Foothills Gateway, Inc. has identified the following locations for notice of meetings:

- FGI website
- Bulletin Board outside of the facility’s main entrance
- Bulletin Board near the Everitt Conference Room inside the main facility”

Debbie K also shared that though the Sunshine Law requires 24 hour notice for meetings; under State law the notice required for Board Meetings is ten (10) days.

NEW BUSINESS:

- **Staff Survey** – Debbie K shared a presentation sharing the Staff Survey Results and invited questions. Heather asked if demographics are a feature in the survey results. Debbie K shared that demographics are kept out of the questions to protect the anonymity of participants.
- **Board Member terms** – Debbie K shared that in the Board Members’ packets there is a list of Board Members whose terms are expiring. This is provided to let Board Members know if their term is expiring. Those wishing to renew their Board Membership should communicate that to Debbie K. The list of Board Committees was also shared should Board Members wish to join one.

EXECUTIVE TEAM UPDATES:

- **Erin Eulenfeld:** Erin shared that she has been working with Community Outreach staff to develop PR statements related to FGI’s CARF Survey Report. What CARF is and what it means to have that accreditation was discussed. FGI notified our county commissioners, Bizwest, Northern Colorado Foundation, Larimer County legislators and HCPF staff of the CARF Survey outcome. Reporting on FGI’s ClimateWise initiatives has been completed and FGI is at the highest ClimateWise Partner Level – Platinum.
- **Debbie Klein:** CO Gives Day raised \$20,459.00 surpassing the goal of \$15,000. The Paddle Raise donation from Game Show was approximately \$16,000, a check will be issued for this at the next Foundation Board meeting. The Community Development team is working on the Flying Pig Race, the race is scheduled for April 5th. HR is working on tax forms for employees. HB18-1407 reporting is completed and 1099’s are getting ready to go out. IT still working on EVV (Electronic Visit Verification) issues.

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- **Debbie Lapp:** Debbie L shared that she has been working with Pat and Marla on the proposed Case Management rates and the impact that will have to case management. Final rates should be available in February. There are now five kids enrolled in CHRP (Children's Habilitation Residential Program Waiver), one is terminating, one is transferring to a Denver area CCB, one is in DHS custody. There are six children in the process of enrolling. Regular meetings with DHS are being held every other month, attempting to deal with the lack of providers for wraparound services. Wednesday is a CHRP phone call with HCPF staff. PCT training was held at FGI on January 8th and 9th; staff from FGI, Overture and Easter Seals attended this training. Julie Mallette will be training on Person Centered Supervision at FGI in May.

COMMITTEE REPORTS:

Executive Committee – Doris Whitely reported the Executive Committee met on January 10, 2020 and discussed the Board Meeting Agenda, the Annual Meeting, Slate of Officers, Board Members' terms and the Executive Team Updates given above.

Fiscal and Property Committee – Mark Durand shared that the Fiscal and Property Committee met prior to this meeting and discussed Investments, Designation of a \$5,000 Donation, the December Financial Statement and Funding of the FSSP Waitlist.

Legislative Affairs Committee – Romie Tobin reported that the Legislative Affairs Committee met on January 17th and discussed the Alliance Legislative Update and the Legislative Town Hall Breakfast. Romie also shared documentation shared at that meeting on "End the Wait" campaign. Debbie L shared the info requested by the committee and provided by Amy – from July 1 there were 260 RFP's sent out, 132 were withdrawn. The reasons an RFP is withdrawn has not previously been collected but will be in future. Sixty six RFP's were sent out six times.

Joint Resource Committee – The Joint Resource Committee did not meet this month.

Executive Session: (CRS 25.5-10-209-2,b,IV (G) – *Matters required to be kept confidential by federal or state law or rules*

M-S-C (Whitely/Zimmerman) Unanimously approved convening an Executive Session to discuss a matter pursuant to section 25.5-10-209-2,b,IV (G) of the open meetings statute at 8:00pm

M-S-C (Whitely/Zimmerman) Move to adjourn Executive Session and reconvene Regular Board Meeting at 8:57 pm.

ADJOURNMENT

M-S-C (Whitely/Zimmerman) Adjourn the meeting at 8:57pm.

Respectfully submitted by,

Tracy Katz
Board Secretary

The next regularly scheduled meeting of the Foothills Gateway, Inc.

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Board of Directors is February 18, 2020 at 7:00 pm.

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