



FOOTHILLS GATEWAY, INC.

BOARD OF DIRECTORS MEETING

February 18, 2020

Present

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

Excused

Heather Hmieleski
Nancy Kepner

Absent

Guests

Barb Garrido

Staff

Debbie Lapp
Carla Conrardy
Erin Eulenfeld
Debbie Klein
Michelle Jones
Pat Carney
Angela Woodall
Paul Liptak
Jan Irvin
Bre Johann
Cynthia Hansford
Sarah Matthews

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:03pm 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 application process

Mark Durand welcomed Barb Garrido from the Foundation Board. Barb Garrido spoke about how the Foundation Board and Foothills Gateway Inc. Board are working toward a closer relationship. Barb revealed her focus on the Foundation’s annual gift and shared a bit about how the Foundation primarily concentrates on fundraising but also manages three residential homes. Barb also shared that the Foundation is preparing for this year’s Game Show in October as well as the Glow Golf event in July. The Foundation is currently in the process of submitting a Request for Proposal (RFP) to potential event planners for next year. Barb also reported that the endowment is currently sitting at about \$1.5 M and is in good shape and growing

PRESENTATIONS:

- **Transportation** – Angela Woodall presented a slideshow on Foothills Gateway’s transportation services, during which she discussed: the transportation staff, their mission and responsibilities, community collaboration, transportation options for individuals in service, safe driver training and requirements for Foothills Gateway employees and contractors, and vehicle inspections. Angela then showed a video of interviews with two individuals who receive transportation services.

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CONSENT AGENDA:

- Approval of Board Meeting Minutes – January 21, 2020

M-S-C (Drees/Whitely) – Approve the January 21, 2020 Board Meeting Minutes.

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the seven months ending January 31, 2020, noting financial highlights. Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.

John Haley asked what was included in “other” under revenue on the chart and Carla indicated that was primarily related to investments that have done well and the mineral lease. Mark Durand then asked about “other” under expenses and Carla explained that it included trainings and we have not spent grant funds that we had budgeted for during this fiscal year.

M-S-C (Haley/Zimmerman) Accept and approve the preliminary financial report position for the seven months ending January 31, 2020.

OLD BUSINESS:

- **Finalize the Board of Directors Terms** – Debbie Klein mentioned that Romie Tobin’s and Mark Durand’s board term limits will end in March 2020, and that Romie Tobin planned to leave the board at end of her term, while Mark Durand was committing to another 3 year term.
- **Slate of Officers** – Mark Durand said that Board Executive Committee, consisting of the President, Vice-President, Treasurer, Secretary, and Past President would soon have openings for the Secretary and Treasurer positions, as Tracy Katz will be moving to the Vice President position and Punkie Whitely will be leaving the Executive Committee. Mark Durand then encouraged Board Members to volunteer for the open positions. Punkie Whitely also recommended joining the Executive Committee because it is helpful for understanding Foothills Gateway more fully. Mark Durand also mentioned that there are openings on Legislative Affairs Committee and that ad hoc committees would come up throughout the year, especially during a period of transition at Foothills Gateway. Steve Dandaneau expressed interest in an executive position. Tracy Katz mentioned that Executive Committee meetings could even be done over the phone. Mark Durand concluded by asking any board members who were interested in being a Board Officer and joining the Executive Committee or another committee to contact him.

NEW BUSINESS:

- There was no new business to discuss

EXECUTIVE TEAM UPDATES:

Erin E. –

- Erin said that she had received nice feedback from the CARF survey and that several legislative and state representatives had congratulated Foothills Gateway on its good work.
- Erin said that Alliance’s End the Wait campaign has been steamrolling ahead and that Alliance had already talked to all 100 state legislators and even started drafting the bill.
- Erin mentioned that a new bill HB20-1263 to eliminate sub-minimum wage in Colorado was in the works. The bill is set to expand integrated employment services. Punkie Whitely asked how

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the bill would affect work at FGI, and Erin replied that Foothills Gateway is working on the transition.

- Erin revealed that Awareness Day is coming up on February 26, and Foothills Gateway had nominated 4 Direct Service Providers (DSPs) but can only send 2 at most. Kathy Hingtgen is a finalist for Alliance's DSP of the Year.
- Erin received a call this morning letting her know that two state surveyors had arrived unannounced to review SLS-Direct, Children's Extensive Supports, Home Care Agency Services.

Debbie L. –

- Debbie L reported that Case Management had enrolled a total of 77 individuals since July, with 108 in the process of enrolling.
- Debbie L mentioned that Pat Carney was working getting numbers for kids in Children's Habilitation Residential Program (CHRP) that need wraparound behavior services.
- Debbie L plans to meet with Envision, Rocky Mountain Human Services, and North Metro regarding Case Management. Debbie L has a meeting planned with Envision on February 25.
- Debbie L also shared some changes regarding three person Host Homes, inspections of Host Homes through the Division of Housing, and investigations.
- Debbie L is finalizing the Person Centered Training (PCT) to be done in May, as well as a coaches and leaders meeting in April. Coaches and leaders will be working on a long-term PCT timeline chart through 2019.

Debbie K. –

- Debbie K shared that she and Erin participated in a call with Adult Protective Services regarding changes to CAPS check requirements. APS does not allow CAPS checks to be run on volunteers but FGI gave feedback that volunteers could need one if they work individually with someone in services.
- Debbie K stated that she had presented staff survey results to the Management Support Team (MST) and that supervisors had subsequently met with their teams, coming up with action plans to address three questions that need improvement.
- Debbie K mentioned that staff from Foothills Gateway attended career fairs at both Rocky Mountain High School and CSU.
- Debbie K also said that Management Support Group will be attending a change management seminar in April.

COMMITTEE REPORTS:

Executive Committee – Mark Durand reported that the Executive Committee met prior to the Board Meeting and discussed agendas for next month, specifically the annual meeting with board meeting to follow. The Executive Committee also discussed the standing item of board makeup and additions to the board. Mark Durand mentioned that they need potential board members. The Executive Committee also reviewed the Executive Team updates detailed above.

Fiscal and Property Committee – the Fiscal and Property Committee did not meet this month.

Legislative Affairs Committee – John Haley reported that the committee met on February 14, 2020. John Haley explained that ANCOR is a national organization headquartered in Washington DC, which was given a grant to work for integrated employment for individuals with IDD. FGI has been asked to

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participate, and as far as John knows, is the only CCB in Colorado asked to do so. Linda Drees asked if every individual would have to be enrolled in integrated employment and Erin responded that was not the case. John Haley then spoke about what was formerly the Crisis project but now called START, and how FGI is the only CCB in state providing that program. Through the START program, FGI provides supports for individuals with IDD and behavioral issues who are in crisis. FGI currently receives no state benefit for the program but Representative Young is developing a bill to add START Coordinator throughout the State and has asked Foothills Gateway for insights. The Legislative Affairs Committee will next meet on March 13.

Joint Resource Committee – The Joint Resource Committee did not meet this month. Punkie Whitely mentioned that the committee may end up disbanding, now that Foundation and Foothills Gateway Inc. board members are attending each other’s meetings and have increased communication between the groups. Barb Garrido mentioned potentially having a rotation of Foundation Board Members so that a Foundation member will attend the FGI Board Meeting every month. Tracy Katz asked about the Service League and Carol Morris discussed communication with the Service League. Barb Garrido asked if the Rotary Club was involved in the Tree-for-All since they are working with the Service League on the Taste of Loveland and Carol Morris said that it was not.

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 (Morris/Whitely) 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 8:02pm.

M-S-C (Whitely/Zimmerman) Move to adjourn Executive Session and reconvene Regular Board Meeting at 8:56pm.

ADJOURNMENT

M-S-C (Whitely/Zimmerman) Adjourn the meeting at 8:56pm.

Respectfully submitted by,

Tracy Katz

Tracy Katz, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is March 2, 2020 at 7:00 pm.**

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