



**\*This meeting was held virtually\***

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

**Present**

Heather Hmieleski  
John Haley  
Steve Dandaneau  
Nancy Kepner  
Mark Durand  
Tracy Katz  
Mikel Zimmerman  
Amanda O'Hayre

**Excused**

Punkie Whitely  
Linda Drees

**Absent**

**Guests**

Barbara Garrido

**Staff**

Brandee Boice-Street  
Carla Conrardy  
Debbie Klein  
Debbie Lapp  
Erin Eulenfeld  
Judy Tomcak  
Paul Liptak  
Angela Woodall  
Marla Maxey  
Stacy Hill  
Pat Carney

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:00pm 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

**Presentations:**

- **Family Satisfaction Survey Results – Ed Bowers** – Ed shared a presentation on the Family and Individual Satisfaction Surveys. Ed explained the individual purpose of the surveys and shared the results, inviting questions. John asked if these surveys are a requirement of the State. Ed shared that surveys are required but not at the same frequency. FGI does this annually while the requirement is bi-annually. Tracy asked about the rationale behind choosing yes/no questions. This was discussed, questions were formulated for yes/no answers to avoid confusion with interpreting the questions being asked. Mark asked if the same questions are asked annually, Ed confirmed they are. Mark asked about having the results analyzed for trends. Ed shared how the results of these surveys are used throughout FGI. John asked if we know how FGI compares to other CCB's with regard to Satisfaction Surveys. Ed shared that this is not known, though this information is likely available on other CCBs' websites. Erin shared that the questions in FGI's surveys are tailored to FGI, there is not a 'standard' survey for this. Nancy asked about net promoter score – where people are asked if they would recommend FGI to others. This was discussed. Debbie L shared that there will likely be changes in the questions going forward due to system changes.

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

**CONSENT AGENDA:**

- Approval of Board Meeting Minutes – March 2, 2020
- Approval of Annual Meeting Minutes – March 2, 2020

**M-S-C (Haley/Zimmerman) – Approve the March 2, 2020 Board Meeting Minutes and the March 2, 2020 Annual Meeting.**

**FINANCIAL REPORT:**

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

**M-S-C (Katz/Zimmerman) Accept and approve the preliminary financial report position for the eight months ending March 31, 2020.**

**OLD BUSINESS:**

- **YMCA Camp** – Mikel Zimmerman shared that he has spoken to a number of people who will not wish to attend YMCA Camp because of COVID19. Mikel would like to recommend that the camp be cancelled this year. Heather agreed that this would be a good idea. Linda shared that the camp does seem problematic should social distancing still be required. Mark asked whether postponing camp for now would be an option rather than cancelling. Mikel shared that he has spoken to others who normally attend who do not want to go this year due to the virus.
- **Foundation Board** – Mark introduced Barb who is also on the call for the discussion of the Foothills Gateway Inc./Foothills Gateway Foundation MOU. The MOU was shared and Mark explained the changes that have been made to it. Tracy expressed concern that the MOU states “will donate”. Barbara Garrido expressed that the Foundation intends to give a gift every year and is confident that they are in a good position to make that commitment.

**M-S-C (Haley/Zimmerman) Accept and approve the MOU pending the approval of the Foundation Board.**

**NEW BUSINESS:**

- **COVID19 Update/discussion**
- **FY20 Budget and FY20-21 state budget concerns**
- **CMA RFI and TCM/State Case Management rates for FY20-21**

Erin shared a presentation that covered all of the above topics, Erin reviewed the presentation and invited questions.

**EXECUTIVE TEAM UPDATES:**

- **Erin Eulenfeld: covered in above presentation**
- **Debbie Klein: covered in above presentation**
- **Debbie Lapp:** Debbie L shared that she has been working with Pat and Marla about restructuring Case Management due to Debbie L’s retirement. They are looking at short term fixes that will increase efficiencies and ensure consistency with a view to making longer term changes. Steve expressed his appreciation for the Executive Team’s connectivity and efforts during this time.

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**COMMITTEE REPORTS:**

**Executive Committee** – Mark shared that the Executive Committee met on April 10, 2020 and discussed the Board Meeting Agenda Review, COVID19 Update and Discussion, FY 20 Budget issues and FY20-21 Budget concerns, Leadership changes discussion and announcement 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 TCM & State Rates update, Financial Statement review YTD March, 990 Review, Investments and FSSP Waitlist – Funding information. Mark also shared that FGI’s 990 was reviewed by the Fiscal and Property in its entirety and will be posted to FGI’s website with the donor information redacted.

**Legislative Affairs Committee** – The Legislative Affairs Committee did not meet this month though an update was sent out to the committee on the status of the Legislature and pending Bills. Steve asked how FGI will deal with the Stay at Home order being lifted. Erin shared the efforts that are being taken to protect FGI staff and the Individuals we serve. Tracy shared her thanks for how the management of FGI is handling this situation and requested that this be passed on to staff.

**ADJOURNMENT**

**M-S-C (Durand/Zimmerman) Adjourn the meeting at 8:12 pm.**

Respectfully submitted by,

**Steve Dandaneau**  
Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.  
Board of Directors is May 19, 2020 at 7:00 pm.**

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