

This meeting will be virtual. For additional information and to learn how you can participate:

Please go to

<http://www.foothillsgateway.org/event> and click on "Board of Director's Meeting" on April 20th.



Foothills Gateway, Inc.

Supporting People with Disabilities

*We believe in a life of opportunity, of choice, and of dignity
for every individual, regardless of age or ability.*

*The Mission of Foothills Gateway, Inc. is to advocate for and empower
individuals with disabilities to lead lives of their choice.*

Board of Director's Meeting Agenda April 20, 2021 7:00 pm

MEETING CALLED TO ORDER	10 min.
Public Comment - The Board allocates 10 minutes at the beginning of each board meeting for "Public Comment". Each speaker, at the Chair's discretion, may speak for up to five minutes.	
Potential Board Members – Should any potential Board members be in attendance, the Board allocates this time for introductions.	
PRESENTATIONS	15 min.
Family Satisfaction Survey Results – Ed Bowers	
CONSENT AGENDA	2 min.
Approval of Board Meeting Minutes – March 1, 2021	
Approval of Annual Meeting Minutes – March 1, 2021	
FINANCIAL REPORT	10 min.
Approval of Financial Report	
OLD BUSINESS	15 min.
NEW BUSINESS	15 min.
2021-2022 Agency Calendar	
Family Support Services Council Member applications	
Policy Change Request – Whistleblower Policy	
OFFICER UPDATES	15 min.
COMMITTEE REPORTS	20 min.
Executive Committee	
Fiscal and Property Committee	
Legislative Affairs Committee	
ADJOURNMENT	

FOOTHILLS GATEWAY, INC.

UNAUDITED

Preliminary Financial Reports
for the 9 months ending March 31, 2021

MONTHLY FINANCIAL HIGHLIGHTS

- * Revenues are 16.4% over YTD Budget
- * Expenses are 6.4% under YTD Budget
- * Net Loss is \$2,754,160 less than YTD Budget

<i>Financial Status</i>	at June 30, 2020	at March, 2021	Change
Total Assets	\$14,825,619	\$12,127,683	(\$2,697,936)
Total Liabilities	\$3,947,443	\$1,451,742	(\$2,495,701)
Net Assets (Fund Balances)	\$10,878,176	\$10,675,941	(\$202,235)
Undesignated Net Assets	\$1,908,581	\$2,146,811	\$238,230
Designated Net Assets	\$8,969,595	\$8,529,130	(\$440,465)

Current Year Financial Performance at 9 months / 75% of annual revenue and expense

	Actual Year to Date	YTD Budget	% Actual to YTD Budget	Annual Budget	% Actual to Annual Budget
<i>Revenues</i>					
State/Medicaid Funds	\$7,874,177	\$8,405,413	93.7%	\$11,254,588	70.0%
Vocational Income	158,003	189,190	83.5%	259,556	60.9%
Public Support	174,668	143,981	121.3%	182,031	96.0%
Larimer County Mill Levy	2,250,840	2,224,904	101.2%	4,768,469	47.2%
Other	2,593,154	245,536	1056.1%	325,635	796.3%
Total Revenue	\$13,050,842	\$11,209,024	116.4%	\$16,790,279	77.7%
<i>Expenses</i>					
Salaries, Taxes & Benefits - Staff	\$8,586,479	\$9,304,211	92.3%	\$12,433,996	69.1%
Salaries, Taxes & Ben - Individuals in Svcs	197,226	185,729	106.2%	247,454	79.7%
Vocational/Contract Supplies	18,111	29,170	62.1%	40,560	44.7%
Supplies, Equipment & Building Expense	696,559	704,923	98.8%	995,465	70.0%
Vehicle Expense	232,680	264,229	88.1%	362,793	64.1%
Program Related Expense	1,824,867	1,926,415	94.7%	2,446,464	74.6%
Purchase of Service	1,420,261	1,453,831	97.7%	1,945,328	73.0%
Other	276,893	296,911	93.3%	429,027	64.5%
Total Expenses	\$13,253,077	\$14,165,419	93.6%	\$18,901,087	70.1%
<i>Revenue Over (Under) Expense</i>	<i>(\$202,235)</i>	<i>(\$2,956,395)</i>	<i>6.8%</i>	<i>(\$2,110,808)</i>	<i>9.6%</i>

Foothills Gateway
Statement of Financial Condition
Wednesday, March 31, 2021
Unaudited

ASSETS

Current Assets	
Cash	\$1,024,772.88
Investments - Money Mkt	671,428.20
Investments - Short Term	3,664,892.87
Sub Total Cash & Equivalents	<u>5,361,093.95</u>
Receivables	
Fees and grants from governmental agencies	2,587,737.78
Vocational contracts	16,434.70
Notes Receivable	
Other	95,210.82
Sub Total Receivables	<u>2,699,383.30</u>
Inventory	5,762.06
Prepaid expense and other	59,083.28
Total Current Assets	<u>8,125,322.59</u>
Other Investments	2,614,568.86
Land, Building & Equipment, net	<u>1,387,791.72</u>
Total Assets	<u><u>12,127,683.17</u></u>

LIABILITIES AND NET ASSETS

Current Liabilities	
Accounts Payable and Accrued Expense	1,451,742.32
Current portion of Long-Term Debt	
Deferred Revenue	
Total Current Liabilities	<u>1,451,742.32</u>
Long Term Debt	
Notes Payable (less current portion)	
Total Liabilities	<u><u>1,451,742.32</u></u>

NET ASSETS (FUND BALANCES)

Unrestricted Funds	
Designated Memorial Funds	138,620.76
Designated Capital Repair & Replacement	50,000.00
Designated YMCA Camp	10,409.91
Designated Other Purposes	91,719.61
Designated CFCM Project	2,000,000.00
Designated 3 Mths Bdgt Exp	5,017,079.00
Net Investment in Land, Bldg & Equipment	1,387,791.72
Undesignated	1,943,861.84
Total Unrestricted Funds	<u>10,639,482.84</u>
Temporarily Restricted Funds	<u>36,458.01</u>
Total Net Assets (Fund Balances)	<u><u>10,675,940.85</u></u>
Total Liabilities and Fund Balances	<u><u>12,127,683.17</u></u>

Foothills Gateway, Inc.
Fund Detail
March 31, 2021

BOARD DESIGNATED:

Cash in Bank	147,213.25
Due (To) / From General Fund	(8,592.47)
	<u>138,620.78</u>

FUND BALANCES:

Memorial Fund	138,620.78
<i>Total</i>	<u>138,620.78</u>

Foothills Gateway, Inc.
Fund Detail
March 31, 2021

DONOR DESIGNATED:

Cash in Bank	64,082.96
Accounts Payable	(27,624.95)
Total	36,458.01

FUND BALANCES:

Miscellaneous Restricted Donations	35,982.78
Rotary - Residential Holiday Fund	250.00
Colorado Controls - Residential Holiday Fund	1.91
Colorado Gives Day - FSS Program	51.02
Comm Found - Boone - Supported Employment	1,000.00
Denise Peters - Supported Employment	250.00
Hair Farmers Contest - Individual's Hygeine	428.92
Julie King - PSCS Staff	100.00
Foothills Gateway Foundation - Adult Needs	3,972.78
Foothills Gateway Foundation - Children / Family Needs	4,439.87
Fort Collins Breakfast Rotary - FSS Activity	763.70
FSS - Prior years fundraisers	10,320.18
FSS - Flying Pig 5k Run/Walk Current Year	14,404.40
Foothills Service League	475.23
Supported Employment	475.23
Total	36,458.01

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Nine Months Ending Wednesday, March 31, 2021

	Current Month Balance	Year to Date Balance	Budget FY20-21	Variance YTD Budget	Percent YTD Budget
REVENUES					
State General Fund					
4010... Infant/Toddler	97,360	838,355	1,017,212	(178,857)	82.4%
4040... Supported Living Services	38,650	325,847	563,606	(237,759)	57.8%
4050 Family Support Services-Direct	53,403	289,269	465,000	(175,731)	62.2%
4060 Case Management	60,231	936,897	1,444,191	(507,294)	64.9%
4071 Management Fees	61,120	246,945	215,721	31,224	114.5%
4067 IDD Determination	3,421	40,374	45,924	(5,550)	87.9%
4063 Special Purpose Funds	27,024	42,903	59,796	(16,893)	71.7%
Total State General Fund	341,209	2,720,589	3,811,450	1,090,861	71.4%
Part C					
4090... Part C - Direct Services			125,733	(125,733)	0.0%
4092 Part C - Private Ins Trust Fund	15,240	89,302	120,000	(30,698)	74.4%
4093 Part C - Private Ins Broker Fee	2,591	15,181	20,400	(5,219)	74.4%
4097 Part C - Private Ins Serv Coord	4,040	29,702	45,864	(16,162)	64.8%
Total Part C	21,871	134,186	311,997	(177,811)	43.0%
Medicaid Waiver					
4110 CES Program	18,430	251,482	312,562	(61,080)	80.5%
4112 HCBS	1,549	27,301	45,000	(17,699)	60.7%
4114 Day Services - Non-Integrated	70,493	414,837	865,028	(450,191)	48.0%
4120 Day Services - Integrated	60,752	230,557	413,928	(183,371)	55.7%
4130 Residential Services	205,468	1,896,402	2,663,557	(767,155)	71.2%
4140 Supported Living Services	68,383	443,866	683,078	(239,212)	65.0%
4162 Case Mgmt TCM & Monitoring	181,536	1,539,911	2,002,811	(462,900)	76.9%
4164 CMW200 Case Management	0	602	1,800	(1,198)	33.4%
4166 Case Management -SIS	975	21,781	14,304	7,477	152.3%
4180 Transportation	60,357	192,663	129,073	63,590	149.3%
Total Medicaid Waiver	667,943	5,019,402	7,131,141	(2,111,739)	70.4%
Other Service Related Revenue					
4215 Room & Board	1,380	10,152	16,968	(6,816)	59.8%
4230 NVP	539	889	889	0	100.0%
4245 Private Pay Revenue	3,380	32,060	58,670	(26,610)	54.6%
4250 Billing Agent Fees	539	4,978	7,200	(2,222)	69.1%
Total Other Service Related Revenue	5,839	48,079	83,727	(35,648)	57.4%
Other Gov't Fees & Grants					
4320 Larimer County Mill Levy	905,703	2,250,840	4,768,469	(2,517,629)	47.2%
4350 Colo Division of Housing	3,325	30,503	42,792	(12,289)	71.3%
4360 Division of Vocational Rehabilitation - DD	6,870	23,994	14,466	9,528	165.9%
Total Other Gov't Fees & Grants	915,898	2,305,338	4,825,727	(2,520,389)	47.8%

Foothills Gateway
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Consolidated
For the Nine Months Ending Wednesday, March 31, 2021

	Current Month Balance	Year to Date Balance	Budget FY20-21	Variance YTD Budget	Percent YTD Budget
Vocational Income					
4406 CIE - Other	170	1,419	13,556	(12,137)	10.5%
4410 Vocational Contracts	15,027	156,584	246,000	(89,416)	63.7%
Total Vocational Income	15,197	158,003	259,556	(101,553)	60.9%
Public Support					
4510 United Way	0	1,219	3,500	(2,281)	34.8%
4530 Donor Restricted Contributions	6,610	30,833	42,000	(11,167)	73.4%
4560 Donations - Unrestricted	2,549	125,611	121,331	4,280	103.5%
4580 In Kind Revenue	32,735	49,739	15,200	34,539	327.2%
Total Public Support	41,894	207,403	182,031	(25,372)	113.9%
Other Income					
4810 Rent Income	1,200	9,080	14,400	(5,320)	63.1%
4820 Grant Income	1,000	24,825	16,250	8,575	152.8%
4850 Interest Income	9,012	55,444	78,000	(22,556)	71.1%
4855 Change in Market Value	80,781	379,541		379,541	0.0%
4870 Dividend Income	17,628	39,928	60,000	(20,072)	66.5%
4880 Miscellaneous Income	1,951,314	1,962,959	12,000	1,950,959	16,358.0%
4896 (Gain)/Loss on Sale of Assets	0	18,800	4,000	14,800	470.0%
Total Other Income	2,060,933	2,490,578	184,650	2,305,928	1,348.8%
TOTAL REVENUE	4,070,783	13,083,577	16,790,279	(3,706,702)	77.9%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Nine Months Ending Wednesday, March 31, 2021

	Current Month Balance	Year to Date Balance	Budget FY20-21	Variance YTD Budget	Percent YTD Budget
EXPENSES					
Salaries & Wages					
5010 Full Time Wages	741,189	6,225,229	8,855,686	2,630,457	70.3%
5011 Part Time Wages	39,127	373,181	657,447	284,266	56.8%
5012 Bonus	0	2,152	21,237	19,085	10.1%
5509 PTO	39,814	9,224	78,996	69,772	11.7%
5015 Full Time Wages-Overtime	6,460	57,625	49,383	(8,242)	116.7%
5016 Part Time Wages-Overtime	29	308	1,462	1,154	21.1%
Total Salaries & Wages	826,619	6,667,721	9,664,211	2,996,490	69.0%
Wages - Individuals in Services					
5020 Vocational Wages	14,139	167,192	196,800	29,608	85.0%
5030 Janitorial Wages	0	67	14,400	14,333	0.5%
5031 Aide Wages	0	185		(185)	0.0%
5041 Res & Comm'l Cleaning Wages	234	5,935		(5,935)	0.0%
5044 Enclave Wages	0	82		(82)	0.0%
5060 Outside Contract Wages	222	4,567	12,036	7,469	37.9%
Total Wages - Individuals in Svcs	14,595	178,028	223,236	45,208	79.7%
Contract Wages					
5110 Consulting	3,660	18,520	65,560	47,041	28.2%
5120 Professional Fees	25,747	36,887	63,560	26,673	58.0%
Total Contract Wages	29,407	55,406	129,120	73,714	42.9%
Staff Payroll Taxes					
5310 Staff FICA	58,683	489,974	715,497	225,523	68.5%
5315 Worker's Comp	9,112	77,266	116,008	38,742	66.6%
Total Staff Payroll Taxes	67,796	567,241	831,505	264,265	68.2%
Payroll Taxes - Individuals in Svcs					
5320 FICA - Vocational	1,075	12,776	15,060	2,284	84.8%
5325 W/Comp - Vocational	472	5,298	6,268	970	84.5%
5330 FICA - Janitorial	0	5	1,104	1,099	0.4%
5331 Aide FICA	0	14		(14)	0.0%
5335 W/Comp - Janitorial			470	470	0.0%
5336 Aide W/Comp	0	6		(6)	0.0%
5341 FICA - Res & Comm'l Cleaning	18	452		(452)	0.0%
5344 FICA - Enclave	0	6		(6)	0.0%
5346 W/Comp - Res & Comm'l Cleaning	6	279		(279)	0.0%
5360 Outside Contract FICA	17	349	924	575	37.8%
5365 Outside Contract W/Comp	6	12	392	380	3.1%
Total Payroll Taxes - Indiv in Svcs	1,593	19,198	24,218	5,020	79.3%
Staff Benefits					
5500 CUC	0	(1,981)	30,000	31,981	(6.6%)
5510 Health Insurance	111,966	1,025,810	1,380,180	354,370	74.3%
5515 Dental Insurance	4,569	42,221	59,351	17,130	71.1%
5520 Disability	6,247	57,445	86,668	29,223	66.3%
5530 Life Insurance	926	8,539	12,147	3,608	70.3%
5540 Retirement	30,432	219,483	369,934	150,451	59.3%
Total Staff Benefits	154,140	1,351,518	1,938,280	586,762	69.7%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Nine Months Ending Wednesday, March 31, 2021

	Current Month Balance	Year to Date Balance	Budget FY20-21	Variance YTD Budget	Percent YTD Budget
Supplies					
5700 Office Supplies	2,103	16,538	39,769	23,231	41.6%
5720 Center Supplies	960	8,540	19,860	11,320	43.0%
5725 Nursing Supplies	330	3,421	2,856	(565)	119.8%
5730 Janitorial Supplies	963	5,383	6,420	1,037	83.8%
5740 Unit Supplies	202	2,266	10,790	8,524	21.0%
5750 Postage	1,999	11,533	25,378	13,845	45.4%
Total Supplies	6,557	47,680	105,073	57,393	45.4%
Vocational/Contract Supplies					
5810 Contract Materials	0	732	2,640	1,908	27.7%
5815 Contract Postage	0	17,380	37,920	20,540	45.8%
Total Vocational/Contract Supplies	0	18,111	40,560	22,449	44.7%
Occupancy					
5900 Telephone	1,951	15,876	20,940	5,064	75.8%
5903 Cell / Digital Phones	10,259	84,590	110,637	26,047	76.5%
5910 Board & Liability Insurance	8,642	78,265	106,524	28,259	73.5%
5920 Building Maintenance	966	75,538	46,940	(28,598)	160.9%
5925 Grounds Maintenance	4,649	16,847	27,024	10,177	62.3%
5940 Depreciation	19,643	178,117	239,886	61,769	74.3%
5950 Security	1,125	8,504	10,500	1,996	81.0%
5960 Utilities	7,918	87,918	98,816	10,898	89.0%
5965 Refuse Collection	876	8,255	10,396	2,141	79.4%
5971 Rent	0	1,352	25	(1,327)	5,408.0%
5985 Moving Exp	0	1,262	1,440	178	87.6%
Total Occupancy	56,029	556,524	673,128	116,604	82.7%
Equipment					
6100 Equip Maint & Repair	448	1,502	4,130	2,628	36.4%
6110 Equip under \$3000	829	14,517	53,510	38,993	27.1%
6125 Equipment Lease Expense	1,391	20,931	30,504	9,573	68.6%
Total Equipment	2,668	36,949	88,144	51,195	41.9%
Professional Growth					
6300 Travel			9,462	9,462	0.0%
6310 Meetings & Conferences	500	885	16,287	15,402	5.4%
6320 Professional Dues & Publications	24	27,843	38,678	10,835	72.0%
6330 Staff Recognition	0	13,061	17,630	4,569	74.1%
6340 Staff Training	518	20,859	23,335	2,476	89.4%
6341 Computer Training	150	2,547	5,600	3,053	45.5%
6342 PCT Training	0	100	10,595	10,495	0.9%
6350 Employee Relations	0	2,628	2,700	72	97.3%
Total Professional Growth	1,192	67,922	124,287	56,365	54.6%
Vehicle Expense					
6410 Mileage Reimbursement Expense	971	6,554	35,848	29,294	18.3%
6420 Fuel & Oil Expense	5,377	43,892	54,245	10,353	80.9%
6430 Vehicle Repair & Maintenance	2,276	31,085	60,510	29,425	51.4%
6450 Vehicle Insurance Expense	4,514	40,513	55,092	14,579	73.5%
6460 Vehicle Licensing Expense	891	3,729	5,350	1,621	69.7%
6465 Vehicle Depreciation	11,473	106,906	151,748	44,842	70.4%
Total Vehicle Expense	25,502	232,680	362,793	130,113	64.1%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Nine Months Ending Wednesday, March 31, 2021

	Current Month Balance	Year to Date Balance	Budget FY20-21	Variance YTD Budget	Percent YTD Budget
Other Expense					
6605 Board Expense	360	360	1,570	1,210	22.9%
6610 Public Relations	1,752	3,215	15,460	12,245	20.8%
6616 Misc Fees & Expenses	1,033	9,752	13,700	3,948	71.2%
6625 Advertising	290	990	1,526	536	64.9%
6645 Interest Expense	1,364	14,580	19,824	5,244	73.5%
6650 Data Processing	15,151	97,114	99,394	2,280	97.7%
6660 Mill Levy - County Admin Fees	21,077	46,580	100,138	53,558	46.5%
6675 Ergonomical Evaluations	0	1,817	5,080	3,263	35.8%
6680 Staff Hep B Shots	155	821	1,603	782	51.2%
6681 CBI Checks	976	5,299	9,445	4,146	56.1%
6689 In-kind Donations Expense	32,735	49,739	15,200	(34,539)	327.2%
6690 Contribution	0	11,552	21,800	10,248	53.0%
6695 Grants	0	(112)		112	0.0%
Total Other Expense	74,893	241,706	304,740	63,034	79.3%
Direct Exp - Individuals in Svcs					
7010 Supplies	4,394	34,173	43,458	9,285	78.6%
7017 Household Supplies	207	1,216	1,260	44	96.5%
7020 Telephone	85	835	1,080	245	77.3%
7025 Cleaning	361	79,528	28,502	(51,026)	279.0%
7040 Recreational Services	390	2,891	12,812	9,921	22.6%
7045 Food & Personal Needs	793	8,418	14,940	6,522	56.3%
7046 Medical Supplies	50	193	720	527	26.8%
7048 Clothing Allowance	0	17		(17)	0.0%
7057 Personal Assist - HHA's	189	1,859	4,974	3,115	37.4%
7060 Transportation	1,054	8,588	13,624	5,036	63.0%
7070 Family Direct Pmts	52,975	287,944	465,000	177,056	61.9%
7072 Family Training	155	1,096	484	(612)	226.4%
7075 Direct Service Payments	110,162	903,821	1,235,898	332,077	73.1%
7078 Home Modification	0	9,214	33,606	24,392	27.4%
7079 Assistive Technology	6,777	93,862	145,035	51,173	64.7%
7081 Therapies	12,581	196,068	172,594	(23,474)	113.6%
7082 Medical Prof Services - Other	2,483	35,476	37,905	2,429	93.6%
7085 Craft Supplies	229	1,153	480	(673)	240.3%
7086 Women's Group	0	(66)		66	0.0%
7087 Men's Group	0	63		(63)	0.0%
Total Direct Exp - Indiv in Svcs	192,882	1,666,348	2,212,372	546,024	75.3%
Room & Board Expense					
7205 Property & Liability Insurance	60	541	732	191	73.9%
7210 Building Maintenance	311	2,570	3,840	1,270	66.9%
7215 Grounds Maintenance	27	871	1,575	704	55.3%
7220 Depreciation	913	8,217	11,808	3,591	69.6%
7225 Refuse Collection	213	781	880	99	88.8%
7230 Equipment Maint & Repair	0	256	200	(56)	128.1%
7240 Household Supplies	133	908	1,500	592	60.5%
7247 Security	40	765	516	(249)	148.3%
7250 Utilities	359	(353)	5,340	5,693	(6.6%)
7260 Food	694	5,890	8,700	2,810	67.7%
Total Room & Board Expense	2,749	20,445	35,091	14,646	58.3%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Nine Months Ending Wednesday, March 31, 2021

	Current Month Balance	Year to Date Balance	Budget FY20-21	Variance YTD Budget	Percent YTD Budget
Unallowable Expenses					
7310 Unallow - Mental Health	0	96,712	95,712	(1,000)	101.0%
7314 Unallow - Prof Svcs Other	440	10,653	12,000	1,347	88.8%
7320 Unallow - Provider Other	0	927	4,200	3,273	22.1%
7321 Unallow - Occupancy	0	2,331		(2,331)	0.0%
7339 Unallow - Other	88	21,066	68,200	47,134	30.9%
Total Unallowable Ex	528	131,689	180,112	48,423	73.1%
Other Program Related Expense					
7440 NVP	539	889	889	0	100.0%
7450 Provider Training	675	4,497	10,000	5,503	45.0%
7460 Guardianship Expense	0	1,000	8,000	7,000	12.5%
Total Other Program Related Expense	1,214	6,386	18,889	12,503	33.8%
Purchase of Service					
7510 P/S Transportation Other	3,863	25,599	37,461	11,862	68.3%
7524... Program Approved Service Agencies	25,512	219,504	407,867	188,363	53.8%
7590 Host Homes	129,303	1,175,159	1,500,000	324,841	78.3%
Total Purchase of Service	158,679	1,420,261	1,945,328	525,067	73.0%
TOTAL EXPENSES	1,617,042	13,285,812	18,901,087	5,615,275	70.3%
REVENUE OVER (UNDER) EXP	2,453,742	(202,235)	(2,110,808)	1,908,573	9.6%

Hours of Operation:
8:00am – 4:30pm
Monday – Friday

24 Hour
Accessible Number:
(970) 226-2345



-Building Closed
 -Board Meeting

July 2021 – June 2022 Agency Calendar & Scheduled Closings

5th – Independence Day
20th – Board Meeting (tentative)

JULY 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

17th – Board Meeting

6th – Labor Day
21st – Board Meeting

SEPTEMBER 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

19th – Board Meeting

25th & 26th – Thanksgiving
16th – Board Meeting

NOVEMBER 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

24th–31st – Holiday Break
21st – Board Meeting (tentative)

17th – Martin Luther King Holiday
18th – Board Meeting

JANUARY 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

21st – President's Day
15th – Board Meeting

14th–18th – Spring Break
7th – Annual Meeting/
Board Meeting

MARCH 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2022						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

19th – Board Meeting

30th – Memorial Day
17th – Board Meeting

MAY 2022						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2022						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

21st – Board Meeting



Policy Change Request Form

Name of Policy Requesting Change Whistleblower Protection

Current Policy Book Section (s) CCB/Administration

What change is requested?(also, please attach old policy and requested policy)

The policy was written a number of years ago and needed to be brought up to date with current law. It is attached with track changes shown.

Why is this Policy change necessary?

An Employers Council attorney reviewed our original policy and recommended these changes.

Submitted By Debbie Kleiln

FOOTHILLS GATEWAY, INC.

Whistleblower Protection

POLICY:

It is the policy of Foothills Gateway, Inc. that any person (whistleblower) is free to lawfully disclose whatever fact-based information supports a reasonable belief of misconduct or a violation of rule or law, to participate in an investigation or hearing, or to refuse to execute an illegal directive without retaliation or discrimination by the Agency or its personnel.

~~This policy shall only apply if the whistleblower first brought the alleged misconduct or violation to the attention of the Chief Administrative Office or a person with supervisory authority, unless the employee reasonably believed reporting to the Chief Administrative Officer or supervisor would not result in a prompt remedy of the~~

The Agency strongly encourages whistleblowers to promptly bring alleged misconduct or violations of a rule or law to the attention of the Chief Administrative Officer or a person with supervisory authority so that the Agency can investigate and remedy the violation. However, nothing in this policy is intended to prevent employees from reporting perceived misconduct or violations directly to the appropriate administrative agency.

2/05; ... 1/15; 2/16; 5/16; 2/18; 2/19; 2/20;4/21

DCSS Prevocational Program Billing Customer List
January – March 2021

<u>Company</u>	<u>Job Description</u>
Abbey of St. Walburga	Bindery
Advertising Development Specialists	Assembly
Aspen Club	Packaging
COLORpocket	Assembly
Coyote Camp	Packaging
Dive Rescue	Bindery
Full Pro	Assembly
Patterson Veterinary Supplies	Assembly
Pins and Fins	Assembly
Pulsed Harmonix	Assembly
Ram's Waste	Bindery
Roots Real Estate	Bindery
Sensitively Yours	Assembly
Stroker Industries/Patterson Vet Supply	Assembly
Walker Manufacturing	Packaging
Wild West Munchies	Assembly
World by the Tail	Packaging

*Volunteer Opportunities and Locations

Due to the Pandemic, we did not participate in any Volunteer Opportunities

Prevoc; Community Skills Development Program (CSDP); Personal, Social and Community Services (PSCS)

<u>Company</u>	<u>Job Description</u>
American Baptist Church	Pick up donations from Whole Foods and take to the Salvation Army
ARC (Fort Collins/Loveland)	Sort books in the 'book nook', remove colored tags off racks, straighten store, sort toy shelves, hang plastic bags on the hooks and clear/organize the shelves
Everyday Joe's	General cleaning, filling water jugs, and various tasks as needed
Good Will Health	Sorting, organizing and cleaning
Golden Peaks (Fort Collins)	Visit Senior residents
Habitat for Humanity (Loveland)	Sort books/clothing
Matthew's House	Recycle, wipe down counters, sweep and empty trash
Meals on Wheels (Fort Collins/Loveland)	Deliver meals to home bound individuals
Salvation Army	Pick up donated food
Saturday Morning	Transporting food from food bank for Saturday morning breakfast

Supported Employment Commercial Cleaning

Supported Employment Diversified Career Services

Company

ARC (Fort Collins)
Aspen Grove Vet Clinic
Big Deal Tire
Bones du Jour
Brand Spankin' Used
Center Rehab
Child Advocacy Center
Chipper's Lanes
Cinemark Cinemas
Cinemark Theater and Bistro
Colorado Center for Assessment and Counseling
Colorado State University
Columbine Health Systems
Columbine Health Systems
Earle's Loveland Floral
Eco-Thrift
FoCo Police Department
Foothills Gateway, Inc.
Gib's Bagels (Lemay)
Gib's Bagels (Shields)
Goodwill Thrift Store
Harco
High Country Beverage
Home Depot (Fort Collins/JFK Pkwy)
Jorgensen Labs
Joseph's Hardware
Kilwins
King Soopers (Timberline)
King Soopers (Loveland)
Kohl's (Loveland)
LaPorte Hardware
Lemay Health and Rehab
New Mercer Commons
Nikki's Restaurant
Panera Bread (Fort Collins)
Papa John's
PetCo
Pizza Hut (Loveland)
Red Robin (Fort Collins)
Runza (Loveland)
Safeway (Fort Collins)

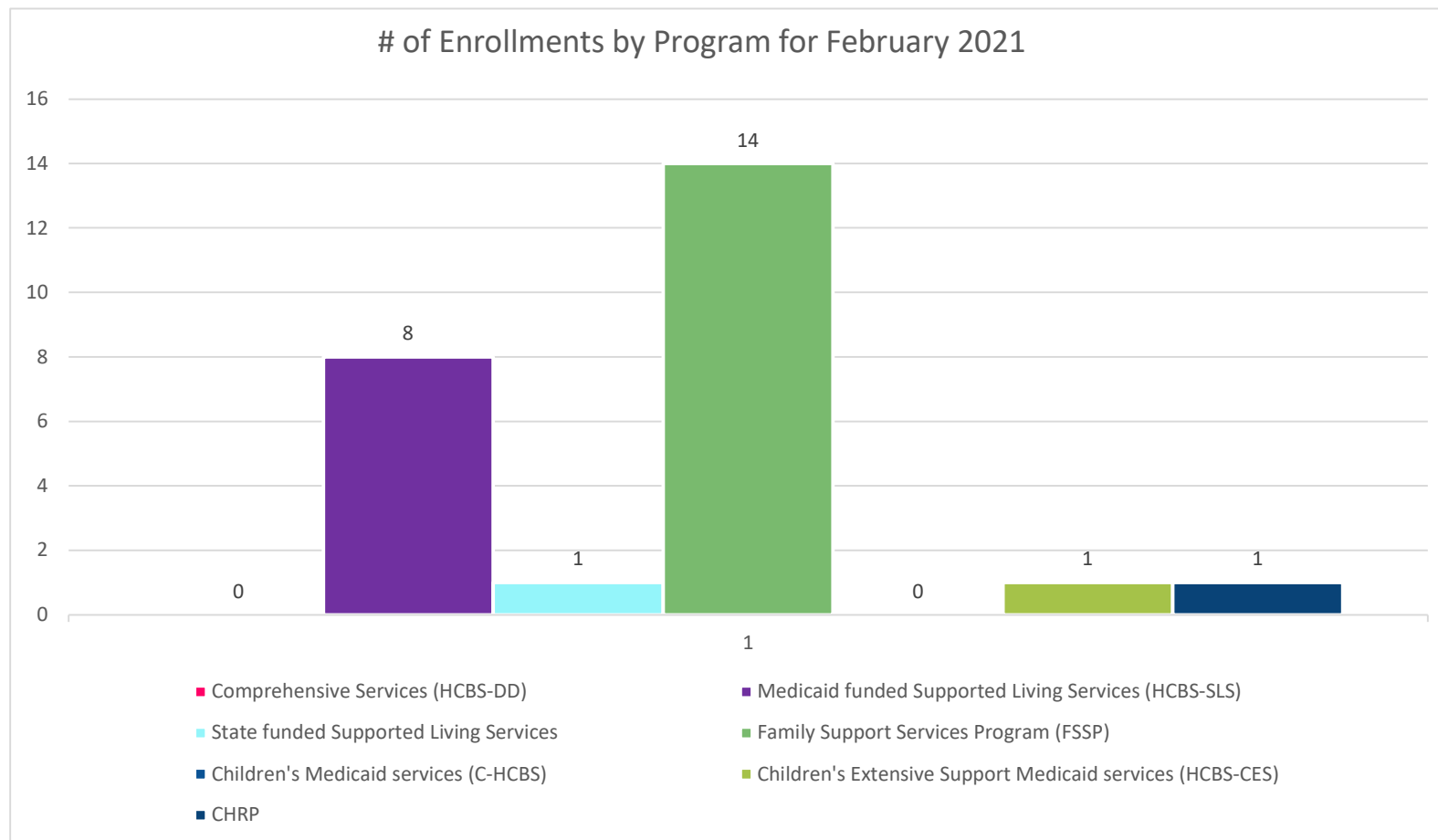
Individual Job Sites

Merchandising Associate (2)
Groundskeeper/Janitor
Associate
Kitchen Asst.
Associate
Laundry
Groundskeeper/Janitor
Crew Member
Usher
Usher
Janitorial/Stocking
Moby Gym (1)
Laundry Assistant
Dietary Aide
Floral Asst.
Electronics Intake & Testing
Office Support
Cleaning Crew (1)
Dining Area Attendant
Dining Area Attendant
Associate
Helmet Reconditioning Associates (2)
Warehouse Assistant (2)
Associate (1)
Assembly/Packaging
Store Associate
Store Associate
Courtesy Clerk
Courtesy Clerk
Dock Assistant
Inventory Specialist
Medical Records Assistant
Housekeeper
Dishwasher
Dining Room Attendant
Box Folding
Associate
Box Assembler
Food Prep/Dining Room Attendant
Kitchen Assistant
Courtesy Clerk (2)

Safeway (Loveland – 2 locations)
Summit Construction Supply
Taco Bell (Loveland)
The Rio
Thompson Valley Schools
Torchy's Tacos
Vern's
Walmart (Mason)
Wendy's (Loveland)
Whole Foods

Courtesy Clerk (2)
Packaging/Assembly
Dining Room Attendant
Dining Room Attendant
Dietary/Kitchen Asst.
Kitchen Prep
Dishwasher
Courtesy Clerk/Lot Attendant
Dining Room Attendant (2)
Cart Attendant

	<u>Feb-21</u>
Comprehensive Services (HCBS-DD)	0
Medicaid funded Supported Living Services (HCBS-SLS)	8
State funded Supported Living Services	1
Family Support Services Program (FSSP)	14
Children's Medicaid services (C-HCBS)	0
CHRP	0
Children's Extensive Support Medicaid services (HCBS-CES)	1



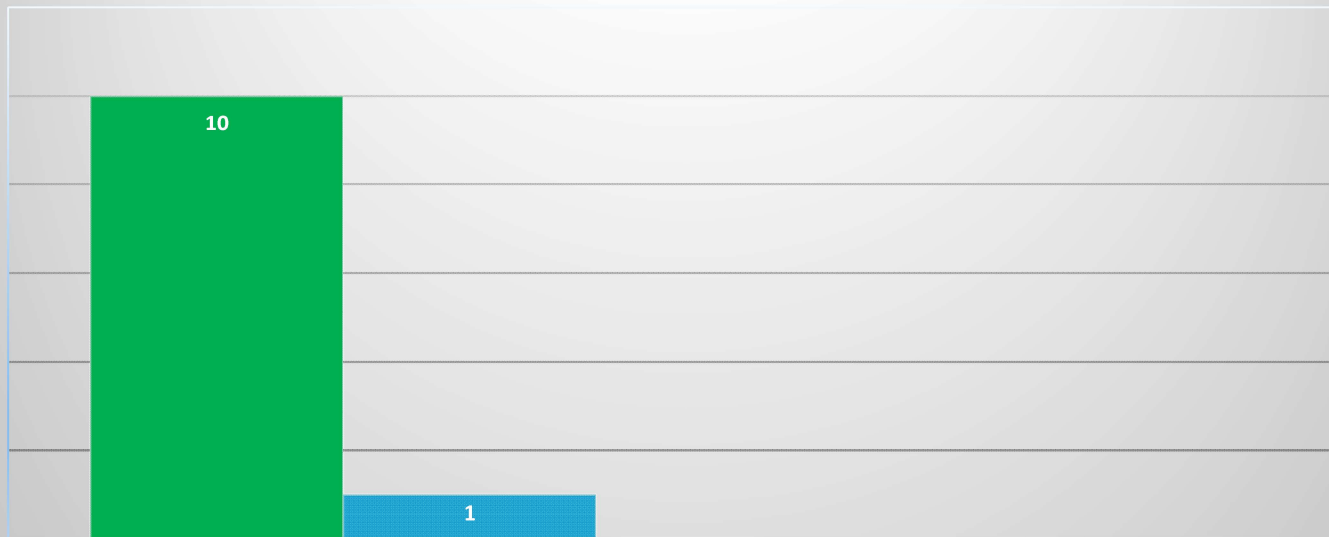
Determinations completed July 2019

Eligible	Not Eligible
10	1

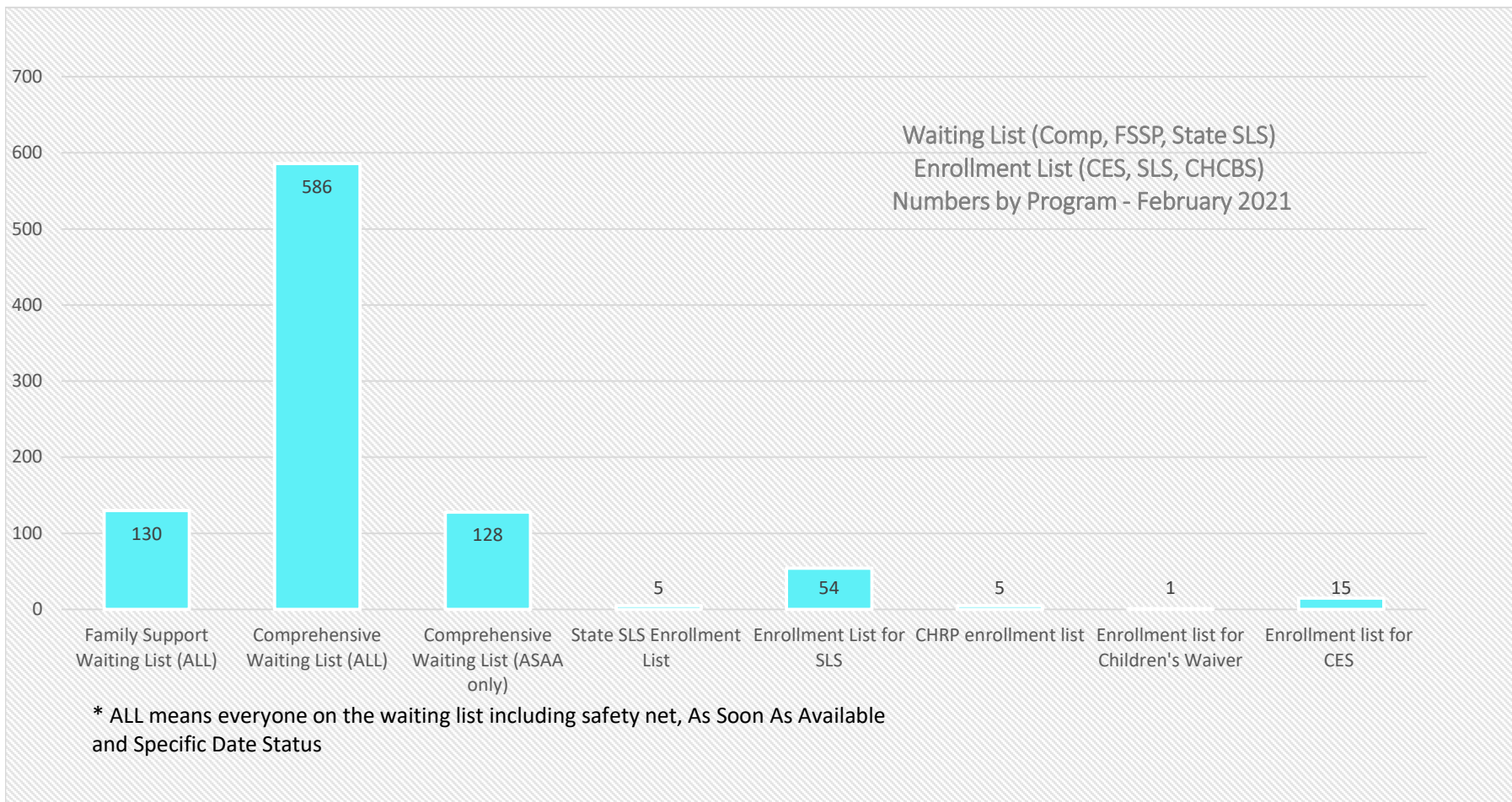
Total

11

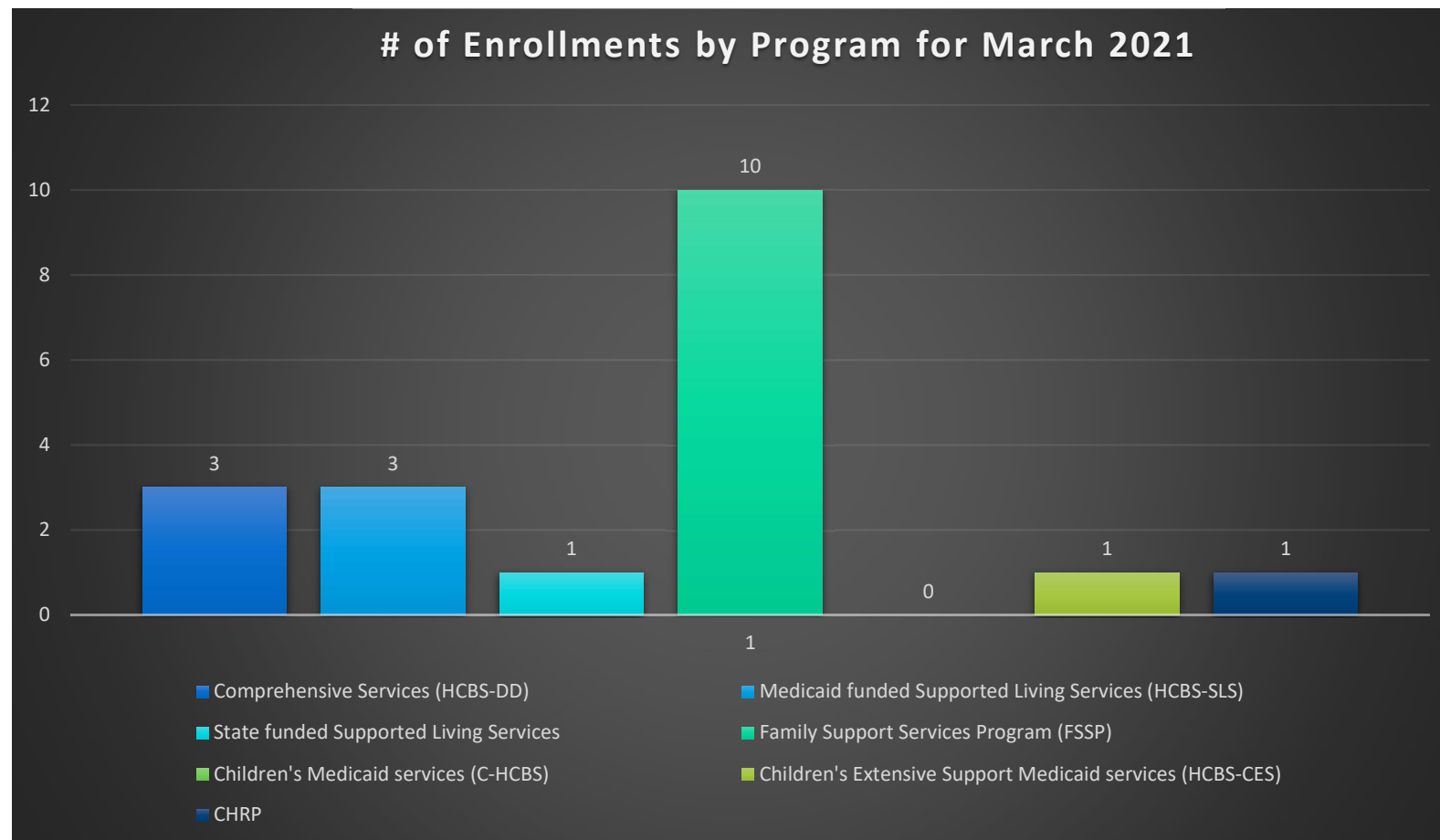
DD Determinations February 2021



<u>Waiting List numbers</u>	<u>Feb-21</u>
Family Support Waiting List (ALL)	130
Comprehensive Waiting List (ALL)	586
Comprehensive Waiting List (ASAA only)	128
State SLS Enrollment List	5
Enrollment List for SLS	54
CHRP enrollment list	5
Enrollment list for Children's Waiver	1
Enrollment list for CES	15



	<u>Mar-21</u>
Comprehensive Services (HCBS-DD)	3
Medicaid funded Supported Living Services (HCBS-SLS)	3
State funded Supported Living Services	1
Family Support Services Program (FSSP)	10
Children's Medicaid services (C-HCBS)	0
CHRP	0
Children's Extensive Support Medicaid services (HCBS-CES)	1



Determinations completed July 2019

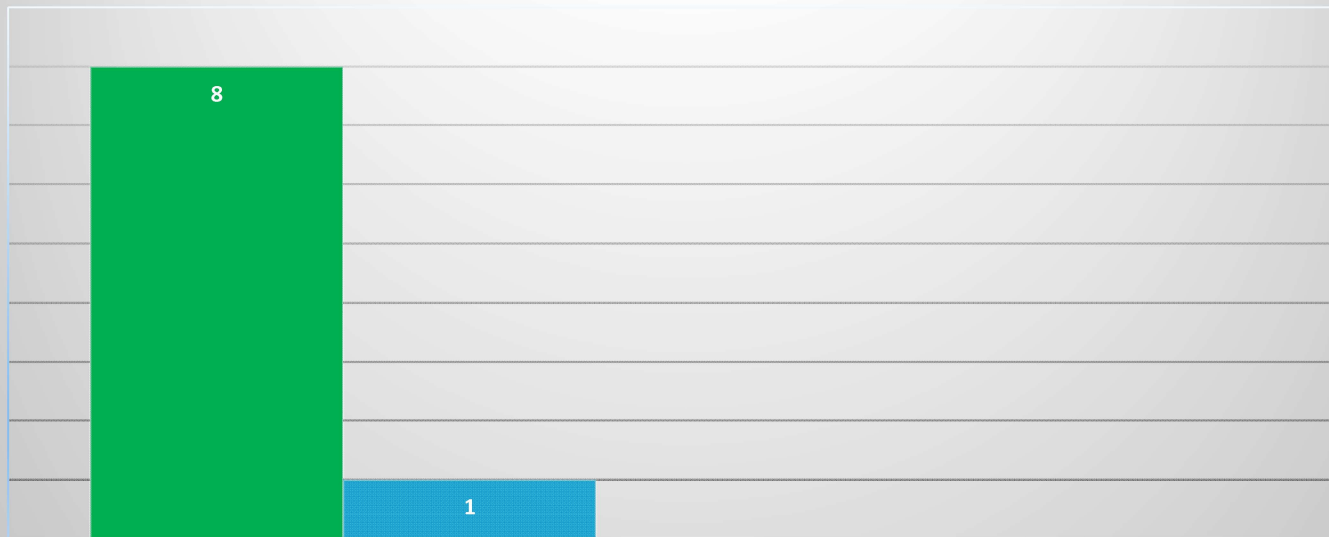
Eligible
8

Not Eligible
1

Total

9

DD Determinations March 2021



<u>Waiting List numbers</u>	<u>Feb-21</u>
Family Support Waiting List (ALL)	136
Comprehensive Waiting List (ALL)	582
Comprehensive Waiting List (ASAA only)	139
State SLS Enrollment List	4
Enrollment List for SLS	54
CHRP enrollment list	5
Enrollment list for Children's Waiver	4
Enrollment list for CES	12

