



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
June 15, 2021**

Present

Aaron Vogt
Mikel Zimmerman
Steve Dandaneau
Solito Sumulong
Mark Durand
Tracy Katz
Linda Drees
John Haley
Punkie Whitely

Excused

Heather Hmieleski
Nancy Kepner

Absent

Amanda O’Hayre

Guests

Staff

Erin Eulenfeld
Debbie Klein
Carla Conrardy
Brandee Boice-Street
Cynthia Hansford
Ed Bowers
Megan Garbarino
Angela Woodall
Marla Maxey

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 were present wishing to speak.

POTENTIAL BOARD MEMBERS

- There were no potential Board Members present. Debbie shared that she has sent paperwork to a potential Board Member, we have not heard back yet.

PRESENTATIONS

- **Adult Care Services and Children’s Extensive Supports (CES) – Cynthia Hansford**
Cynthia shared a presentation about Adult Care Services and Children’s Extensive Supports and invited questions. Linda asked if ACS can support those with high behavior support needs. Cynthia shared that this setting is not equipped for those with high behavior support needs. Solito asked when the five-year plan would be for ACS and CES and how the Board could support those plans. Cynthia shared that staffing is the biggest issue at the moment and shared the efforts being made in that area. Cynthia also shared that they would like to someday be able to provide services to those with higher behavior needs. Erin shared that FGI funnels Mill Levy funds to ACS because of the funding shortfall. Erin also shared that other agencies have tried to duplicate the services provided at the ACS house. However, these agencies

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have not been able to do so because they do not have access to the same funding streams that FGI does.

CONSENT AGENDA

- Approval of Board Meeting Minutes – April 20, 2021
- Approval of Board Meeting Minutes – May 18, 2021

M-S-C (Katz/Zimmerman) Accept and approve the April 20, 2021 and May 18, 2021 Board Meeting Minutes.

FINANCIAL REPORT

- Carla Conrardy presented the unaudited statement of financial position for the month ending May 31, 2021. Mark asked for clarification on the differences over and under budget for expenses and income. Carla shared that the Payroll Protection Plan loan was written off, investments have done well, and expenses have been less due to current staffing levels. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website. Revenue*

M-S-C (Haley/Whitely) Accept and approve the preliminary financial report position for the month ending May 31, 2021.

OLD BUSINESS

- There was no old business to discuss

NEW BUSINESS

- **FY 21-22 Budget Approval** – Carla shared that the budget was discussed at length in a Budget meeting to which the whole Board was invited. Carla clarified that the anticipated loss is represented by funds allocated to programs not funded, notably Crisis Services and the Bright Start Program. Both of these were reviewed and approved by the Board. Mark invited questions and comments.

M-S-C (Haley/Zimmerman) Approve the 21/22 budget as presented

- **July Board Meeting** - Erin explained that several years ago, due to summer plans, the Board frequently experienced a lack of quorum in the July Board Meetings. The Board decided to review the need for a meeting in July at the June Board Meeting and vote whether to hold one or not. John also shared that a meeting can be called if the need arises. Mark asked if the Board had any pressing business for the month of July. This was discussed and it was agreed that the July meeting can be cancelled for the moment.

M-S-C (Whitely/Zimmerman – Agree to cancel the July Board meeting unless pressing business arises at which point the July meeting will be scheduled.

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EXECUTIVE TEAM UPDATES

- **Erin Eulenfeld –**
 - FGI is classified as a limited healthcare setting and as such remains closed to the public due to the standards currently in place for that setting.
 - Staff are working with HCPF on guidance received for Day Hab and Transportation around what can be done with vaccinated staff and individuals in those programs. A procedure is being developed for this that will be sent out to staff shortly.
 - Many staff have been expressing their gratitude for the bonus allocated by the Board.
 - A significant workforce shortage is being experienced in direct services as well as in case management. This has been discussed with HCPF as well as Alliance. HCPF is requesting funding for agencies to help with improving staff salaries, though not much detail is known about this as yet. HR staff are working on fliers, recruitment, etc. though we are not receiving many applicants. Especially concerning is the Case Management shortage. The number of people coming off the waiting list in FY 21/22 will drastically affect the workload of current case management staff. Case Management is working on strategies to address this issue. Mark asked if FGI has an employee referral program? Erin shared that there is but there is no financial incentive attached to it.
 - The Strategic Plan being updated, this will be sent out to the Board in a couple of weeks.
 - Case Management staff will be working on creating a timeline for Case Management Redesign.

- **Debbie Klein -**
 - Glow Golf will be held on July 9th. This will be a full capacity event. Teams are currently available, registration can be completed on FGI's website. Anyone wishing to volunteer should reach out to Stacy.
 - The Flying Pig has been nominated for the Best Run/Walk in the NoCo Style magazine. The magazine will be promoting the Pig Run, the winner will be announced in December.
 - New board member tours of the building will be completed as soon as possible.

COMMITTEE REPORTS

Executive Committee – Mark Durand shared that the Executive Committee met on June 4th, 2021 and discussed the Board Meeting Agenda Review, 2021/2022 Budget, and the Officer updates given above.

Fiscal and Property Committee – Mark Durand shared that the Fiscal and Property Committee met prior to this meeting and discussed Investment Directives Changes,

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Request to Designate \$6,000 from Karyl Applebee, Financial Statement review YTD May and presenting the budget to the BOD. Solito asked what the lag time is between Real Estate tax increases and the resultant increase in the Mill Levy received by FGI. This was discussed it can take 2 to 2.5 years for the increase in Real Estate taxes to show in Mill Levy.

Legislative Affairs Committee – The Legislative Affairs Committee has not met this month.

OTHER: YMCA camp was discussed; whether it is too late to plan for this year.

ADJOURNMENT

M-S-C (Durand/Zimmerman) Adjourned the meeting at 8:06pm.

Respectfully submitted by,

Linda Drees
Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is August 17th at 7:00 pm.**