



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
August 17, 2021**

Present

Heather Hmieleski
John Haley
Steve Dandaneau
Mikel Zimmerman
Mark Durand
Tracy Katz
Linda Drees
Aaron Vogt
Nancy Kepner
Punkie Whitely
Amanda O'Hayre
Solito Sumulong

Excused

Absent

Guests

Staff

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

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:02pm and welcomed attendees.

OPEN FORUM

Mark Durand invited guests to speak.

- No guests were present wishing to speak.

POTENTIAL BOARD MEMBERS

- Debbie shared that she has heard back from a prospective Board member who is interested in joining the Board and will reach out when ready to start the process when he is closer to retirement. Debbie will be reaching out to Linda's contact this week.

PRESENTATIONS

- **IT Services – Paul Liptak** – Paul shared information regarding the portal developed by FGI's IT team that provides tools and information to FGI staff and Board, Host Home Providers, PASA's, SummitStone and Independent Contractors, each entity having access only to information pertinent to themselves. Paul shared the information on each portal may include tabs for a symptom tracker, expense forms, agency information, timesheets, fact sheets, newsletters, training, policies and procedures, etc. John asked if this were a system that could be marketed to other agencies. Paul shared that the portals have been developed to fit the unique needs of Foothills Gateway, the customization required would make that cost prohibitive with the support required being a major component of that cost. Mark asked how the system

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would be affected by any staffing changes in IT. Paul shared that the intention of the IT team is to work in a collaborative way which makes the systems they create easily manageable in the absence of any of their creators. Paul also shared that the IT staff have great longevity at FGI. Board Members can contact the Help Desk for help logging into the Board Portal.

CONSENT AGENDA

- Approval of Board Meeting Minutes – June 15, 2021
Discussed the disbursement and approval of Board Meeting Minutes. Going Forward, draft minutes will be posted to the Board portal, an email will be sent to the Board Members to tell them when the minutes are available for review.

M-S-C (Durand/Zimmerman) Approve the minutes from the Board Meeting held on June 15, 2021.

FINANCIAL REPORT

- Carla Conrardy presented the unaudited statement of financial position for the months ending June 30, 2021 and July 31, 2021. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.* Carla also shared that the Audit will commence the week of August 30th, and the audit letter will be on the Board Portal.

M-S-C (Durand/Zimmerman) Accept and approve the preliminary financial report position for the months ending June 30, 2021 and July 31, 2021.

OLD BUSINESS

- There was no old business to discuss

NEW BUSINESS

- **Case Management Redesign Timeline:** Some of HCPF's CMRD slides were reviewed with the board and the following items were also reviewed:
 - Catchment Areas - Initial plan for proposed catchment area maps for the consolidated SEP and CCB regions and rationale for the proposed approach.
 - Only Willing and Qualified Provider Exception - Identify provider capacity within the proposed catchment areas and where only willing and qualified provider exceptions may need to be made.
 - Organized Health Care Delivery System (OHCDs) – HCPF is researching what other states have done around OHCDs.
- **Workforce Shortage - Statewide Workforce Shortage:** Foothills Gateway's workforce shortage continues with the loss of staff from all divisions: case management, administration, and direct services staff. After a very long pandemic, through which staffing levels were very stable, staff are now reporting that they are leaving for better opportunities, moving to other states due to the cost of living in Colorado, some staff are fearful (with more people working in the building and with children returning to school),

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and some staff have said they are just tired. Applicants for open positions are few even with enhanced recruiting efforts. Services have been negatively impacted – Residential and Day services are being reduced and, in some cases, eliminated.

- HCPF has been notified and has developed a plan to use American Rescue Plan Act (ARPA) funds to improve the recruitment and retention of staff and to enhance services. The Joint Budget Committee will review HCPF's ARPA plan on 9/21 @ 9am.
- Additionally, FGI provided staff with pay rate increases, bonuses, incentives (food, gift cards), and thank you notes throughout the pandemic and ongoing. Since the latest wage increase of \$1.25/hour as of 8/1, FGI staff have expressed their appreciation for Foothills Gateway's support for staff.
- Recruitment efforts include working with Columbine Health systems (C.N.A. classes), Front Range, Larimer County Workforce, CSU-RamWeb, Craigs List, Robert Half, and Indeed.
- Implemented referral and hiring bonuses effective 7/1.
- Nancy asked if there were anything the Board can do? Erin shared that the Board has been very supportive, and staff are very appreciative of that support. Thank you notes have been received from staff and staff have expressed gratitude in person. The Board will be kept informed of efforts being made.

EXECUTIVE TEAM UPDATES

- **Erin Eulenfeld –**
 - **Disability Law Colorado (DLC) Monitoring Visit:** Disability Law Colorado staff conducted an initial monitoring visit on Friday, 8/13. DLC, formerly The Legal Center for Persons with Disabilities, is the protection and advocacy agency for persons with disabilities funded through the federal government (HHS, DoE, SSA). The DCL attorney interviewed staff, toured the main building, and visited two host homes during the visit. During the visit we discussed the impact of the pandemic which included:
 - Service delivery changes and staffing issues: Reduced (fewer hours/days per week); Modified (added telehealth services or provided day program in the person's home); Terminated services (individuals/families didn't feel safe so terminated services), others chose other agencies for services due to workforce shortage.
 - **Alliance Summit:** Alliance is planning to hold their 'annual' summit in person in Beaver Run September 14-16. Staff from the divisions of case management, administration, direct services will be attending. FGI staff will be presenting on our Crisis Services and our efforts to increase Supported Employment/Community Integrated Employment outcomes in Larimer County.

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- **Debbie Klein**

- HR dept has been working with Erin and staff, brainstorming recruiting and retention solutions. The IT dept has been working on the portal for SummitStone. The Foundation has a new slate of officers – Ted Shepard is the President and Secretary, Brandi Broadley is Vice President and Frankie Cole is Treasurer. The Game Show will be virtual this year.
- Suicide Prevention training is being offered to staff in September and Crafted Leadership training in October. In January Chris Mullen will be here to provide training on Change Management.
Mark asked if the foundation board had lost members. Debbie explained that two people had left the board and the former president is still on the board but no longer an officer.

COMMITTEE REPORTS

Executive Committee – Mark Durand shared that the Executive Committee met on August 9th, 2021 and discussed the Board Meeting Agenda, and the possibility of holding Hybrid Board Meetings (in-person/virtual) Board meetings will remain virtual for the time being, this will be reviewed monthly. Also discussed were applications of potential Board Members, Board vote suggestions, 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 Financial Statement review YTD for June and July, Investment update and the Audit Scheduled for week of August 30th.

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

OTHER Mikel shared that YMCA Camp will not be held this year.

ADJOURNMENT

M-S-C (Durand/Zimmerman) Adjourned the meeting at 8:34pm.

Respectfully submitted by,

Linda Drees
Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is September 21st at 7:00 pm.**

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