



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
October 19, 2021**

Present

Heather Hmieleski
John Haley
Steve Dandaneau
Mikel Zimmerman
Mark Durand
Tracy Katz
Aaron Vogt
Amanda O’Hayre
Linda Drees
Solito Sumulong

Punkie Whitely

Excused

Nancy Kepner

Absent

Guests

Ron Charkowski

Staff

Erin Eulenfeld
Debbie Klein
Carla Conrardy
Brandee Boice-Street
Renee Walker
Judy Tomcak
Ed Bowers
Stacy Hill

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

- Mark Durand introduced Ron Charkowski, a potential Board Member in attendance.

PRESENTATIONS

- **Section 8/Housing Choice Voucher Program** - Renee Walker gave a presentation on the Section 8/Housing Choice Voucher Program and invited questions. Mark asked why home inspections cannot be completed at this time. Renee explained that the state is not currently allowing Housing Coordinators to do home inspection visits for health and safety reasons (due to COVID19). Renee explained that there is currently a waiver mandate regarding inspections that expires December 31st. This waiver allows landlords to complete an inspection using the inspection paperwork provided and cosigned by Renee. Renee reported that she will have until June 30, 2022 to complete the outstanding inspections.

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

CONSENT AGENDA

- Approval of Board Meeting Minutes - September 21, 2021

M-S-C (Durand/Zimmerman) Approve the minutes from the Board Meeting held on September 21, 2021.

FINANCIAL REPORT

- Carla Conrardy presented the unaudited statement of financial position for the month ending September 30, 2021. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

M-S-C (Haley/Zimmerman) Accept and approve the preliminary financial report position for the month ending September 30, 2021.

OLD BUSINESS

- There was no old business to discuss

NEW BUSINESS

- **Annual Policy Statement Review** – Debbie shared that any changes to Policy are reviewed by the Board throughout the year, as they are made. Debbie further shared that an annual review of all Policy Statements is completed by the Board as a CARF requirement. Solito asked if there is any connectivity between the Policy Statements and their Procedure. Erin shared that Policies, and their connected Procedures are stored on the same document. These documents are accessible to all staff via the staff portal.

M-S-C (Katz/Zimmerman) Accept and approve the Policies as reviewed.

- **Annual Review of Conflict of Interest, Confidentiality and Code of Ethics** – Debbie shared that these forms were sent out to all Board members in August. These are to be completed by the Board on an annual basis. Brandee will send out emails to any Board Members who have not returned their forms yet.

EXECUTIVE TEAM UPDATES

Erin Eulenfeld –

- Pay rates for nonexempt staff have been increased again. This brings all Direct Support Professional (DSP) staff starting pay rates above \$15 per hour. More applications have been received for day program services and some positions have been filled. However, there are still some programs that have not been receiving applications (i.e., Residential) and are still short staffed.
- Met with HCPF on American Rescue Plan Act (ARPA). The presentation was pretty general, but there will be another presentation on November 17th

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which will provide more information. Solito asked what the ramifications would be either way to ballot amendment 78. Erin shared the information from the Colorado Fiscal Institute regarding the initiative, however, FGI cannot take a position on any political or ballot initiatives like this one.

- The new mask mandate specifics have been sent to all staff. We continue to wait on information from OSHA about the vaccine mandate.
- The FGI main building security system is failing. Erin shared the issues being experienced and shared that bids are being requested to replace the whole system. Erin shared that this was not anticipated in the budget. Bids will be brought to the Fiscal Prop Committee for discussion.

Debbie Klein –

- Game Show was last weekend, final numbers are not in yet, but the event did have its highest sponsorship this year and a lot of good auction items. The presentations were very professional. The Annual video is on the website under “Why We Do It”.
- The virtual Town Hall was very well attended.
- Staff Appreciation will not be held in person this year for health and safety reasons. All staff will be sent a gift card in lieu of the usual dinner event while those with anniversaries will be featured in a Special Edition of the Focus magazine and on FGI’s social media.
- Debbie also introduced Ron who spoke briefly about his wish to join the Board. Mark Durand will reach out to Ron to arrange a meeting to discuss further.

COMMITTEE REPORTS

Executive Committee – Mark Durand shared that the Executive Committee met on September 8th, 2021 and discussed the Board Meeting Agenda, Board Member application 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 September, Mill Levy Report FY 20/21, and Investments.

Legislative Affairs Meetings will recommence on the 12th of November

Executive Session

This was discussed and it was not necessary to hold the Executive Session.

Other – Steve asked that the issue with the FGI building security system be revisited. Erin shared the issues being experienced with the security system. Erin also shared that the fire/alarm system is separate from the building security system, which was The above minutes are tentative until voted on and approved at the following month’s board meeting.

renewed last year. The afterhours alarms are answered by the security company as well as FGI staff.

ADJOURNMENT

M-S-C (Durand/Zimmerman) Adjourned the meeting at 7:48pm.

Respectfully submitted by,

Linda Drees
Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is November 16th at 7:00 pm.**