

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



**FOOTHILLS GATEWAY, INC.  
BOARD OF DIRECTORS MEETING  
November 15, 2022**

**Present**

Mark Durand  
Ron Charkowski  
Linda Drees  
Aaron Vogt  
Nancy Kepner  
Amanda O'Hayre  
Mikel Zimmerman

**Excused**

**Absent**

Punkie Whitely  
Steve Dandaneau

**Guests**

Karen Bennett  
Chrissi Alvarado  
Brittany Brown

**Staff**

Erin Eulenfeld  
Debbie Klein  
Carla Conrardy  
Brandee Boice-Street  
Ed Bowers  
Lori Sauvageau  
Pat Carney  
Marla Maxey  
Teri Billingsley

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 Klein asked the current Board Members to introduce themselves for the benefit of the prospective Board Members. The prospective Board Members, Karen Bennett, Chrissi Alvarado and Brittany Brown, then introduced themselves. Mark Durand will be in touch with the prospective members to arrange a meeting.

**PRESENTATIONS**

**SLS/Children's Case Management** – Pat Carney gave a presentation on SLS/Children Case Management and invited questions.

**CONSENT AGENDA:**

- Approval of Board Meeting Minutes – October 18, 2022

**M-S-C (Kepner/Zimmerman) – Approve the consent agenda as presented.**

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

## **FINANCIAL REPORT**

- **Approval of Financial Reports** - Carla Conrardy presented the unaudited statement of financial position for the month ending October 31<sup>st</sup> 2022. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

**M-S-C (Kepner/Zimmerman)** – Approve the financial reports as presented.

## **OLD BUSINESS**

- **Lakeview House Update** – Erin shared that the Lakeview House is a home owned by FGI in an unincorporated area of Loveland. The home was listed on October 28<sup>th</sup>. Within 48 hours there was a contract on the house, it should close on November 29<sup>th</sup>. FGI is currently waiting on the appraisal. Mark asked if FGI owns any other residential property. Erin shared that FGI does own one other small house in Loveland.

## **NEW BUSINESS**

- **Cancellation of the December Meeting** – Erin shared that historically the Board discusses the December Board Meeting in November to decide if it should be cancelled due to the holiday season. Should the need arise for the Board or one of its committees to meet, a meeting will be scheduled, with the usual notification given to Board Members and the public as appropriate.

**M-S-C (Vogt/Zimmerman)** – Approve the cancellation of the December Board and Committee Meetings.

## **OFFICER UPDATES**

- **Erin Eulenfeld**
  - **CMRD Update** – HCPF held a meeting last week to provide an overview of Myers and Stauffer's (CPA firm) work on case management time studies and costs in order to develop a case management rate methodology for CMAs. Currently, the full report is being reviewed by HCPF and is expected to be released in early December. Linda asked how familiar Myers and Stauffer is with the type of work we do. Erin shared their history with our system which extends 15 or more years. Alliance will be supporting the CCB's in analyzing the information from the report. Also, HCPF contracted with HMA to provide coaching and technical assistance to case management agencies for CMRD related transition activities. HCPF suspended the HMA support/technical assistance in mid-October until after the RFP has closed.
  - **CARF** - The CARF Survey was completed in October. Erin explained the process and which agency departments were involved in the survey process. Erin also shared that CARF had no recommendations for program improvement during this survey cycle. Board members requested that the CARF survey report be shared with media outlets, state departments, and on social media.
  - **Rep Hugh McKean** – Erin shared that the memorial for Rep McKean was held last Thursday at the state capitol, and the funeral was last Saturday. Erin further shared

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that Rep McKean was an enthusiastic supporter of FGI. Rep McKean's family had asked that people send donations in lieu of flowers to Foothills Gateway.

- **Debbie Klein –**
  - FGI has a new Outreach Coordinator, Claire Castellanos.
  - The Board Social is scheduled for this Thursday, November 17<sup>th</sup>.
  - The Service League's Tree for All will be held on December 3<sup>rd</sup>.
  - The Employee Survey is complete, a meeting to review the results will be held with Employers Council, the results will be report to the board in January.

### **COMMITTEE REPORTS**

**Executive Committee** –Mark shared that the Executive Committee met on November 4, 2022 and discussed the Board Meeting Agenda, Board Member Applications, Lakeview House, and the Officer Updates given above.

**Fiscal and Property Committee** – Aaron shared that the Fiscal and Property Committee met prior to this meeting and discussed FGI's Investments, Financial Statement review YTD – October, the FGI main building Roof Update, an update on the sale of the Lakeview house.

### **ADJOURNMENT**

**M-S-C (Durand/Zimmerman) Adjourned the meeting at 8:01pm.**

Respectfully submitted by,

**Linda Drees**

Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.  
Board of Directors is January 17<sup>th</sup> at 7:00 pm.**