



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
April 18th, 2023**

Present

Steve Dandaneau
Brittany Brown
Amanda O’Hayre
Aaron Vogt
Chrissi Alvarado
Mark Durand
Mikel Zimmerman
Punkie Whitely
Ron Charkowski

Excused

Karen Bennett
Nancy Kepner

Absent

Guests

Staff

Erin Eulenfeld
Debbie Klein
Brandee Boice-Street
Carla Conrardy
Ed Bowers
Judy Tomcak
Angela Woodall
Pat Carney
Marla Maxey
Lori Sauvageau
Teri Billingsley
Sara Koopman

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:03pm and welcomed attendees.

OPEN FORUM

Mark Durand invited guests to speak.

- No guests were present wishing to speak.

POTENTIAL BOARD MEMBERS

- Debbie shared that no one is currently going through the membership application process.

CONSENT AGENDA

- Approval of Board Meeting Minutes – March 6, 2023
- Approval of Annual Meeting Minutes – March 6, 2023

M-S-C (Whitely/Zimmerman) Approve the Consent Agenda as detailed above.

FINANCIAL REPORT

- Carla Conrardy presented the unaudited statement of financial position for the nine months ending March 31, 2023. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

M-S-C (Whitely/Zimmerman) Approve the financial report as presented.

NEW BUSINESS

- 2023-2024 Agency Calendar – Debbie shared the calendar that has been reviewed by the Management Team and Executive Committee and invited questions.

M-S-C (Alvarado/Zimmerman) Approve the agency calendar for FY2023-2024 as presented

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

CHIEF OFFICER UPDATES

- **Erin Eulenfeld**

- **Case Management Redesign (CMRD) Next Steps**

Case Management Agency (CMA) RFPs had to be submitted to the state by February 28th. Proposals are under review, and this is considered the 'quiet period'. Bidders/offerors cannot discuss the RFP until after the awardees have been notified.

The rollout of the new Care and Case Management (CCM) data system, which is supposed to replace the legacy case management data systems, has been delayed. The original transition was supposed to happen in March and was postponed until sometime in April.

Colorado Department of Health Care Policy & Financing (HCPF) has been meeting with stakeholders to revise rules and regulations for the Case Management Agencies and had planned to have all the revisions completed and approved by the Medical Services Board in September 2023. However, the revised rules will not be approved and implemented until January 2024.

- **Change Management**

Due to the significance of the changes generated by Case Management Redesign, Foothills Gateway has retained local consultants to facilitate Change Management Workshops with our employees. In April/May, Management Team, the Case Management Division, Administrative Division, and a section of Direct Services Division will participate in the workshop sessions with the goal of increasing skills and strategies to manage change. We are also developing a recorded version with a virtual discussion component that will be rolled out to Direct Support Professionals (DSPs) and other staff who are not able to make an in-person training.

- **Home Care Agency Survey**

On the Tuesday after Spring Break, a Colorado Department of Public Health and Environment (CDPHE) program quality surveyor arrived at Foothills Gateway to complete an unannounced program quality survey of our Home Care Agency program. The surveyor was complimentary of the agency and program and complimented the staff on being well-organized. The surveyor reviewed the 5 deficiencies he was able to identify and told the staff that it's unusual to have so few deficiencies – the average number of deficiencies for other agencies runs between 8 to 15 deficiencies.

- **Staff Updates**

Reni Moreno, our Cross System Crisis Response and START (Systemic, Therapeutic, Assessment, Resources, and Treatment) Coordinator, has been recognized by the National Center for START Services at the University of New Hampshire for the 2023 START Team Member Award for the states providing START Services (California, Colorado, Iowa, Texas, Tennessee, North Carolina, Pennsylvania, New York, and New Hampshire)!

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

Jackie O’Riordan, Program Administrator for Day Habilitation programs, will be retiring on June 30th after 32 years of service to individuals, families and Foothills Gateway!

- **Debbie Klein**
 - **Community Centered Board (CCB) designation application** was submitted this week, the results will be known by May 15th. Next year the CCB application will be completely different and will be good for ten years.
 - **Health benefits renewal** – There was a 4% increase this year, the increase will be split between FGI and staff.
 - **Unconscious Bias Training** – All staff who perform on interview teams or hire staff have been trained in Unconscious Bias. Staff have given very positive feedback on both the trainer and the content of the training.
 - **Flying Pig 5k** – is scheduled for this Sunday, April 23rd
 - **Taste of Loveland** - will be May 4th, tickets can be purchased on FGI’s website.

COMMITTEE REPORTS

- **Executive Committee** – Mark Durand shared that the Executive Committee met on April 7, 2023 and discussed the Board Meeting Agenda Review and the Officer Updates given above.
- **Fiscal and Property Committee** – Aaron Vogt shared that the Fiscal and Property Committee met prior to this meeting and discussed the designation of a \$5,000 donation from Karel Applebee to the Bright Start Program, Financial Statement review YTD March and the Quarterly Investment Report.
- **Legislative Affairs** – Ron shared that the Legislative Affairs Committee met on April 14th and discussed the State Budget Update, Alliance Legislative Updates and Policy Priorities.

ADJOURNMENT

M-S-C (Durand/Charkowski) Adjourn the meeting at 7:29pm.

Respectfully submitted by,

Ron Charkowski

Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors will be May 16th 2023**

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