



**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
October 17th, 2023**

Present

Ron Charkowski
Brittany Brown
Karen Bennett
Aaron Vogt
Nancy Kepner
Mark Durand
Chrissi Alvarado
Mikel Zimmerman

Excused

Steve Dandaneau
Punkie Whitely

Absent

Amanda O'Hayre

Guests

Cal Logan

Staff

Erin Eulenfeld
Debbie Klein
Brandee Boice-Street
Carla Conrardy
Dylan Metzgar
Judy Tomcak
Pat Carney
Shauna Poquette
Teri Billingsley
Sara Koopman
Angela Woodall
Cynthia Hansford
Marla Maxey

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:00pm and welcomed attendees.

OPEN FORUM

Mark Durand invited guests to speak.

- No guests were present wishing to speak.

PRESENTATIONS

Audit Exit Report – Cal Logan – Cal explained that there will be extra supplementals following the audit report that are not usually required. Cal reviewed the Audit exit report including the additional Federal Audit and invited questions. Cal confirmed that they are not anticipating any changes to the single audit. Erin expressed appreciation for the presentation as well as the work of staff to ensure everything is correctly done. Mark seconded.

CONSENT AGENDA

- Approval of Board Meeting Minutes – September 19, 2023

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

FINANCIAL REPORT - Carla Conrardy presented the unaudited statement of financial position for the two months ending September 30, 2023. Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website. Mark asked whether there is a timing issue with Medicaid funds. Carla confirmed that this was the case and also that FGI budgets as if fully staffed, though we are not fully staffed.

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M-S-C (Alvarado/Zimmerman) Approve the Financials as presented.

NEW BUSINESS

- **Family Support Council Change** – Erin shared that whenever there is a change to the Family Support Council, it is required by Rule and Statute that the Board review and vote on the change. The vote today is to add Olivia Knieff to the FSSP Council. Erin shared Olivia's credentials and explained the reasons for the change.

M-S-C (Alvarado/Zimmerman) Approve the inclusion of Olivia Knieff to the FSSP Council

- **Case Management Agency Update** –
 - Erin shared that in late September, the Transition Team, consisting of Erin Eulenfeld, Debbie Klein, Carla Conrardy, Marla Maxey, Pat Carney, Ed Bowers, Stacy Hill and Teri Billingsley met with the Department of Healthcare Policy and Financing (HCPF) staff. FGI has been informed we can move forward with the Case Management Agency (CMA) transition.
 - FGI's transition period has been changed from Phase 3 to Phase 2 (November – February 2024). FGI's Transition Team will be meeting with HCPF weekly starting in November.
 - In addition to the HCPF meeting, FGI has been meeting with other incoming and outgoing agencies going through the CMA transition.
 - Mark asked why FGI was moved from Transition Phase 3 to 2. Erin shared that HCPF reported that the outgoing agency is having difficulty maintaining staff and would not be able to continue to provide Case Management services until the end of the third transition phase. Mikel asked if his Case Manager would remain the same. Erin shared that FGI wants to ensure all people being served currently will remain with their Case Manager as much as possible.
 - Mark asked if HCPF will be providing any relief for accelerating the timetable. Erin shared that there are funds available for consultative support. FGI's Finance department may also need support setting up the financial systems. Mark offered the support of the Board wherever needed.
 - Erin shared that FGI is working on identifying staffing needs. The needed positions will be posted late November/early December. FGI's case load will increase by approximately 1,500 people. Debbie shared that FGI is working to support staff through this process. FGI will also be holding a PASA Fair in an accessible location, to help people to meet with other service agencies.
 - Mark stated that this is a tremendous undertaking, expressed congratulations to FGI staff for the award of the contract and the Board supports the agency in these endeavors.
 - Chrissi asked if FGI is bringing on 1500 new cases, how many new staffing positions will be required? Will the new cases be the same as what FGI currently handles? Erin shared that FGI will now be providing Case Management support for an additional five waivers and other long-term care services that we did not provide case management for previously. These waivers have different and new processes that need to be implemented, and FGI hopes to recruit staff experienced in these waivers. Chrissi asked if FGI considered branching off the Services arm into a new agency. Erin shared that near the beginning of this process FGI looked into what it would take to start a new agency. It would involve completing a new 501c3 application, developing

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and training a new board, and once that is done, the agency would have to submit a provider application to the state. It is taking six months for the state to review and approve the provider application. Before an agency can provide services, a program quality survey has to be completed for each service category before the agency is approved to provide services. Currently, there are over 200 service agencies in Larimer County that can take on the provision of these services.

- However, there are services FGI can and will continue to provide because they do not use Medicaid Waiver or State General Fund (SGF) dollars. Some of the services FGI will continue to provide are: Early Intervention (EI) – both Service Coordination and Direct Services; the Housing Choice Voucher program; Crisis Response; Supported Employment; and, Adult Care Services (ACS). Transportation services are being looked into as well.

CHIEF OFFICER UPDATES

- **Erin Eulenfeld** – In November, the Colorado Dept of Early Childhood will be submitting a solicitation for Early Intervention Service Brokers (Foothills Gateway is currently in this role in Larimer). The solicitation should be posted in early November and will have a 6 week turnaround time. Results of that RFP should be known by March.
- **Debbie Klein** – Debbie has been on PTO for two weeks.

COMMITTEE REPORTS

- **Executive Committee** – Mark Durand shared that the Executive Committee met on October 6, 2023, and discussed the Board Meeting Agenda Review, CMA discussion, Loveland Urban Renewal Area, FSSP Council Leadership change 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 Financial Statement review YTD – September 30, 2023, audit presentation given in this meeting, and the quarterly investments report.

ADJOURNMENT

M-S-C (Durand/Brown) Adjourn the meeting at 8:02pm.

Respectfully submitted by,

Mark Durand

Board President

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors will be November 21st 2023**

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