



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
August 20, 2024**

Present

Brittany Brown
Karen Bennett
Ron Charkowski
Aaron Vogt
Mikel Zimmerman
Steve Dandaneau
Chrissi Alvarado
Mark Durand

Excused

Punkie Whitely

Absent

Guests

Staff

Erin Eulenfeld
Debbie Klein
Ed Bowers
Carla Conrardy
Brandee Boice-Street
Teri Billingsley
Alex Braine
Sara Koopman
Cynthia Hansford
Lori Sauvageau
Jalen Arellano
Marla Maxey
Pat Carney

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:01 pm and welcomed attendees.

OPEN FORUM

Mark Durand invited guests to speak.

- Debbie shared that someone had signed up for public comment, instructions and meeting information were sent, but that person has not logged into the meeting this evening.

POTENTIAL BOARD MEMBERS

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

PRESENTATIONS

- **Additional Adult Waivers: Elderly, Blind, and Disabled - EBD; Brain Injury - BI; Community Mental Health Services - CMHS; Complementary and Integrative Health -CIH Alexandra Braine and Jalen Arellano** - Marla told the Board know how much this team has appreciated the support of the Board. Marla also shared how Alex and Jalen stepped up to fill the new Associate Director positions created to support the increase in staffing following FGI's transition to CMA. Jalen and Alex shared their presentation and invited questions.

CONSENT AGENDA

- Approval of Board Meeting Minutes –June 18, 2024

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

FINANCIAL REPORT

- **Approval of Financial Report** - Carla Conrardy presented the unaudited statement of financial position for the twelve months ending June 30, 2024 and the one month ending July 31, 2024. *Detailed financial information can be found in the Board Meeting*

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packets, which are posted to the Foothills Gateway website. AARPA Grant is a new line item, these were federal funds sent to the states during the Pandemic. This used to be included in the State general Funds.

M-S-C (Charkowski/Zimmerman) Accept and approve the preliminary financial report position for the 12 months ending June 30, 2024 and one month ending July 31, 2024.

OLD BUSINESS

- **Phases 2/3 Transition Updates –**
 - Transition Phase 3 ended on June 30, 2024. Children being served in Children’s HCBS and living in Larimer County were transferred from Private CMAs to FGI effective 7/1/24. Larimer County residents being served by other CMAs in the state were also transferred to FGI effective 7/1/24.
 - Backlogs/Escalations: Due to the “Perfect Storm”, many CMAs have major backlogs and escalations that must be addressed. These backlogs/escalations stem from the lack of accurate information regarding referral numbers, issues with the state’s new data system, and many additional reasons.
 - FGI staff are providing updates to HCPF on the 15th of each month for the prior month regarding all the backlog issues. Items tracked include the numbers of referrals to FGI; the number of assessments completed and whether they met the required timelines; the number of delayed Service Plans and the number of missed/delayed monitoring visits; status of case manager recruitment; and caseload size detail for case managers. FGI staff also meets with HCPF staff monthly to review the report and discuss the details and the actions taken to improve CMA stabilization and performance.

NEW BUSINESS

- **Staff Engagement Survey/October 2024 –** Debbie shared that FGI will be providing an opportunity for staff to participate in an engagement survey in October. Debbie also shared that it has been two years since the last staff engagement survey. . Erin shared the only reason the survey was not completed in 2023 was because of the CMA transition. Debbie further shared that we hope to be ready to report on the results of this survey in the January Board Meeting.

CHIEF OFFICER UPDATES

- **Debbie Klein –**
 - IT has created a portal to allow Providers to access and respond to “Requests for Proposals” (RFP’s). Providers were sent a link with this information. This RFP portal will make the RFP process easier for everyone.
 - Finance is currently preparing for the annual audit.
 - HR is fully staffed and is working on the engagement survey.
 - Stacy, Nathan, Claire, and Brandee are working on the Stadium Spectacular.
 - Debbie will be on PTO from August 28th until Sept 17th.
 - There is also a new addition to FGI’s website. We now have Google Translate on our website, which will automatically translate text on the website into selected languages. Erin shared that the languages currently offered are used by Larimer County constituents.

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- **Erin Eulenfeld –**
 - **Alexander Mountain Fire Update:** At the behest of the County’s Emergency Management operations, FGI provided staff to the Evacuation Center to provide referral and resource information to evacuees. We provided this support for a short period of time before the situation with the wildfire started to improve.
 - **As a commercial building,** Foothills Gateway must meet Energy Star requirements for our building through the City of Fort Collins and the State of Colorado. In our ongoing effort to increase energy efficiency, FGI arranged to replace all of the fluorescent lighting/ballasts in the building with LED lights. The number of lighting systems replaced came to 1,839 for a cost of \$39,035. The City of Fort Collins and Efficiency Works will be providing a rebate to FGI of \$24,676 for the completion of this work.
 - **CARF:** Foothills Gateway has been CARF accredited for many years and as part of the transition, we started having conversations with CARF about accreditation for FGI as a Case Management Agency. At this point in time, CARF does not offer accreditation to Case Management Agencies as the business function of an agency, but we will continue to monitor the standards to see if CARF will add additional areas in the future. CARF’s administrative standards have assisted FGI in assuring we meet quality standards and have prepared us to meet CMA contract expectations and contract deliverables going forward.

COMMITTEE REPORTS

- **Executive Committee** – Steve Dandaneau shared that the Executive Committee met on August 9, 2024, and discussed the Board Meeting Agenda Review, Medicaid ID Federal/State Application Info, Phase 2 and 3 Transition Updates, and the Officer updates given above. Mark shared an end of the year bonus was discussed by the Executive Committee for the Chief Officers for their hard work through this transition.
- **Fiscal and Property Committee** – Mark Durand shared that the Fiscal and Property Committee met prior to this meeting and discussed Financial Statement review Fiscal year ended June 30, 2024; and new fiscal year July, 2024, Market rate wage increases, a Board Designated reallocation of funds request for Camps – **the Committee voted to reallocate funds as requested to make camp an accessible activity for all of our constituents.** A Board Designation Allocation for insurance costs – **the Committee voted to reallocate funds as requested to cover increased insurance costs.** Board Designations to Non-IDD Services – **the Committee voted to approve the use of non-allocated/allocated non-IDD services funds as requested and will revisit next budget year.** Board Designations to IDD Services, Investment directives and designation of a \$50,000 donation – **the Committee voted to allocate the \$50,000 donation as follows: Crisis Response and START - \$17,500, Eligibility issues or legal diversion supports – \$10,000, Domestic Assistance - \$10,000, Staff/Provider trainings and Events - \$12,500.** Discussed the START program being originally funded by the State. Mark asked why this is no longer funded by the State. Erin shared that after the Crisis Response pilot ended, the State elected to put funding into other behavioral service areas. Our START staff person works with the enhanced START model and has been called out to provide support in crisis situations and to provide support at the Longview Behavioral Health

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program, and she trains agency staff on de-escalation and other crisis management best practices.

M-S-C (Dandaneau/Zimmerman) Adjourn the meeting at 7:58pm.

Respectfully submitted by,

Mark Durand

Board President

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors will be September 17th, 2024**