



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

**FOOTHILLS GATEWAY, INC.  
BOARD OF DIRECTORS MEETING  
November 19, 2024**

**Present**

Brittany Brown  
Aaron Vogt  
Mark Durand  
Mikel Zimmerman  
Chrissi Alvarado  
Ron Charkowski

**Excused**

**Absent**

Punkie Whitely  
Steve Dandaneau  
Karen Bennett

**Guests**

**Staff**

Erin Eulenfeld  
Debbie Klein  
Carla Conrardy  
Brandee Boice-Street  
Lori Sauvageau  
Sara Koopman  
Teri Billingsley  
Marla Maxey  
Cynthia Hansford  
Ed Bowers  
Pat Carney  
Stacy Hill  
Olivia Knieff

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.

- Debbie Klein shared that no one signed up for public comment this month.

**PRESENTATIONS**

- **Children with Life Limiting Illness (CLLI) – Olivia Knieff** - Olivia shared a presentation on Children with Life Limiting Illness, inviting questions.

**CONSENT AGENDA**

- Approval of Board Meeting Minutes –October 15, 2024

***M-S-C (Chrissi/Zimmerman) Approve the minutes from the October Board Meeting.***

**FINANCIAL REPORT**

- **Approval of Financial Reports for October** - Carla Conrardy presented the unaudited statement of financial position for the four months ending October 31, 2024, inviting questions. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

***M-S-C (Vogt/Zimmerman) Accept and approve the preliminary financial report position for the four months ending October 31, 2024.***

**OLD BUSINESS** – Erin shared that FGI Staff are still meeting monthly with HCPF to discuss Case Management Stabilization.

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

## **NEW BUSINESS**

**Cancellation of the December Meeting** – Debbie 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. FGI will be closed for Christmas Eve, Christmas Day and New Years Day.

**M-S-C (Brown/Zimmerman) Accept and approve the cancellation of the December Board and committee meetings with the understanding that, if needed, meetings will be held.**

- **Family Support Waiting List** – Erin shared her screen and the presentation of the FSSP steps to Reduce/Eliminate the FSSP Waiting List, inviting questions. Erin shared that the waiting list is allowed by the state because we expend all our incoming resources for FSSP. Carla will be talking to the state about increasing our allocation for the year, discussed reallocating reserves, asking the state for increased allocation plus looking at a Mill Levy allocation to this program. Mark shared that this was discussed at length and in great detail at the Property and Finance committee prior to this meeting, this is an ongoing cost that increases every year. Erin shared that this service applies as long as the individual served lives in the family home. Chrissi asked if the cost per family varies based on need. Erin confirmed that this is the case. Mark shared that the Property and Finance Committee voted to approve reallocating \$400,000 from CFCM (Conflict Free Case Management) reserves to FSSP (Family Support Services) reserves to fund removing families from the waiting list. Brittany discussed the six-month timeline of the infrastructure increase that this allocation will fund, resulting in the removal of the people currently on the FSSP Waiting List.

***M-S-C (Alvarado/Zimmerman) Approve FSSP project as presented.***

- **Family Support Council New Member Applications** – Debbie shared that FGI has a Family Support Council which should contain up to 13 people active in this issue. The Council is comprised of individuals in service, family members, Olivia Knieff and members of the Larimer County community. Debbi shared there have been two new applications from prospective members that have been vetted by the current council who voted on these members inclusion in the Council. Debbie shared the applications and invited questions,

***M-S-C (Brown/Zimmerman) Approve the applications for two new Family Support Council Members.***

## **CHIEF OFFICER UPDATES**

- **Debbie Klein** – The old dock floor is being replaced December 6-8, the retractable wall in the gym will be installed December 9<sup>th</sup>. The Wellness Committee held a lunch for staff on November 14<sup>th</sup>. A lunch was also held for staff for completing the Employee Engagement Survey with the highest response level ever on November 8<sup>th</sup>. The results of the engagement survey will be presented to the Board in February. The Foothills Service League will be holding it's Tree for All event on December 7<sup>th</sup>. The Service League will also be holding a Gift Shop on December 17<sup>th</sup>. Colorado Gives Day is Dec 10<sup>th</sup>.

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### **COMMITTEE REPORTS**

- **Executive Committee** – Mark Durand shared that the Executive Committee met on November 4, 2024, and discussed the Board Meeting Agenda Review, Ending the Family Support Waiting List, Family Support Council new member applications, Potential Board Member Procedure review 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 the Financial Statement review, Usage of Board Designated Funds, FSSP Waiting List, Changes to 23/24 and the Mill Levy Reports
- **Legislative Affairs Committee** – The Legislative Affairs Committee met on November 15<sup>th</sup> and discussed the Governor’s Proposed Budget FY25-26 and the State Election Results.

*Meeting Adjourned at 7:51pm.*

Respectfully submitted by,

*Mark Durand*

Board President

**The next regularly scheduled meeting of the Foothills Gateway, Inc.  
Board of Directors will be January 21<sup>st</sup>, 2024**

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