

Envision Creative Support for People with Developmental Disabilities
BOARD OF DIRECTORS' MEETING
Thursday, September 14, 2023, at 7:30AM by Zoom
Minutes

Board Members Present

Victoria Garcia
Erica Herman
Allison Kanzler
Taylor Malott
Shaun May
Meghan McWilliams
Tyler Richardson
Pat Roesler
Christina Ruffatti
Pam Shaddock

Board Members Absent

George "Tommi" Bator
Tannis Bator
Kassi Decuir
Jon Jonson

Other People Present

Celeste Ewert, Executive Director
Shawn Croissant, Interim PS Director/DP
Coordinator
RuthMary Lyons, Interim Finance & Admin
Director
Linda Medina, Quality Assurance Director
Jenny Acevedo, Early Intervention Director
Jodette Hamilton, Admin Coordinator
Sahrah Bliss, Case Manager Lead Adult
Anissa Billianor, Case Management Coordinator
Courtney Rusch, Case Manager CCB
Jessica Miller, Case Manager CCB
Susan Brennan, Case Management Coordinator
Dray Scurry, Future BOD Member
Melissa Stockberger, Future BOD Member

Meeting was called to order at 7:35AM (Herman)

Roll call indicated attendance as above

Agenda Additions: N/A

Ewert shared a vision victory – Featured an Early Intervention kiddo, Emiliano. Showed a video of him walking with his walker and another video walking without his walker. He has come a long way.

MOTION made to approve the minutes of August 10, 2023, meeting and seconded (Shaddock/McWilliams) motion carried

Lyons provided the financial report ending July 31, 2023 – Shaddock asked if Lyons could change the graph, the other one is easier to read. Lyons will change the graph

MOTION made to approve the financial report ending July 31, 2023, with an YTD net income of \$97,576.00 and seconded (Malott/Ruffatti) motion carried

Ewert provided an update on Board Membership – Melissa Stockberger and Aldray Scurry introduced themselves. BOD Members introduced themselves. Shaddock said, "stellar resumes".

MOTION made to elect Melissa Stockberger and Aldray Scurry as new BOD members and seconded (Shaddock/Richardson) motion carried

Ewert asked for approval of Title VI Plan for CDOT Grant – Shaddock said the language regarding non-discrimination was broad in some places, and narrow in others. Ewert will follow-up.

MOTION made to approve the Title VI Plan for CDOT Grant, and seconded (Shaddock/Kanzler) motion carried

Ewert updated for the Fund Development and Communications Committee (FDCC) –

- Evans Heritage Days September 16, 2023, we will be in the parade and have a booth
- H’Art of Envision and Rose Reception October 6, 2023; Rose Reception 5-6pm; H’Art of Envision 6-8pm at The Academy of Natural Therapy, 625 8th Avenue, Greeley
- CO Gives Campaign will be starting up

Ewert updated the Board Retreat Action Steps – Sent out the summary of the staff building assessments to the BOD; Shaddock questioned where we would get the funding for the renovations that are needed, suggested if we sold the building we could use the funds to purchase/rent and renovate another location; Ewert mentioned a possible grant from The Weld Trust. The staff survey of current culture will be sent out soon. Looking at the number of staff who will be long term after CFCM is finalized. Also, to assess our needs after CFCM. Richardson is providing information on other properties from 6,000-11,000 sf. The City of Evans is very interested in our building. City of Evans doing a full assessment of the building, will share with us. Shaddock shared, we are putting so much money in the building, just tear it down.

STRATEGIC OUTCOMES:

<p>Operations: Within 18 months (by 12/2024), we will establish a fiscally responsible facility that meets the needs of the operations of the organization.</p>	<p>BOD will conduct a Market Analysis of current Envision space; Departments/staff will complete a space/building assessment – 12/2023</p> <p>BOD to vote on building/space decision; staff to continue assessing needs of space/vehicles – 6/2024</p>
<p>BOD/Staff: Envision will be the employer of choice of non-profit agencies in Weld County.</p>	<p>BOD/Management Team will conduct a staff survey to determine the baseline of the current Envision culture (including “stay interview” questions). Staff will review/redefine all job positions/workflow processes and requirements to determine an appropriate staffing level; HR/ED will conduct a wages/benefits survey of the area – 12/2023</p> <p>BOD will develop a compensation & benefits plan for employees; Staff will implement a culture of employee engagement accountability – 1/2024</p> <p>BOD/Management Team will conduct a second staff survey regarding culture of Envision to see if anything has changed – 6/2024</p>
<p>Funding; Envision will be a well-funded agency with a robust portfolio and diverse funding streams, to meet the needs of the people of the organization.</p> <p>1: Signature Event 10: Grant Opportunities 1000: Individual Donors</p>	<p>Staff will create a database for grant tracking and purchase a grant research program to help identify local, state and federal grant opportunities – 9/2023</p> <p>BOD/Staff will assess current Envision special events to identify which event we want to be our primary fundraiser each year; and how to make is a great success – 1/2024</p> <p>BOD/Staff will identify specific people/entities to financially support Envision through direct donations; ongoing support – 1/2024</p>

Ewert updates on Conflict Free Case Management (CFCM) and Case Management Redesign (CMRD) – Meetings with the County weekly; good discussions. CM huddles the 2nd and 4th Thursdays. Our agenda and slide show presentation were approved by HCPF. On October 2, 2023, the County will be having an event inviting CM staff over to look at the workspace, ask questions, meet current AAA staff, and learn more about employment with the County. It is also open to the public.

Ewert provided information from monthly report with State and Local updates. (See report)

Community Outreach Activities/Opportunities – McWilliams the marketing flyers sent out

Directors or Designee provided department updates

Audience/public comments – Herman, thank you all! She is very excited to see such a vibrant BOD; learned a lot about everyone. Hopes to see everyone at the H'Art of Envision on October 6, 2023

MOTION made to adjourn the meeting at 8:53 AM and seconded (Kanzler/Richardson) motion carried

Upcoming Events/Meetings:

- Rose Reception October 6th at 5 PM
- H'Art of Envision October 6th from 6-8 PM
- CM Appreciation Week: 10/8-10/14
- Executive Finance Committee – Monday, October 9th at 7:30 AM
- October BOD Meeting – Thursday, October 12th at 7:30 AM
- Executive Finance Committee – Monday, November 6th at 7:30 AM
- November BOD Meeting – Thursday, November 9th at 11:30 AM – IN PERSON @ ENVISION
- November 23rd – Thanksgiving Holiday – AGENCY CLOSED

Allison Kanzler

10 / 16 / 2023

Title	September 2023 BOD Minutes
File name	BOD Minutes 09.14.2023.docx
Document ID	b2e3d22862156030a26b052cccfe81dfb3fdf8c1
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



SENT

10 / 12 / 2023

10:23:09 UTC-6

Sent for signature to Allison Kanzler (aekanzler@gmail.com)
 from cewert@envisionco.org
 IP: 96.81.46.226



VIEWED

10 / 16 / 2023

12:39:16 UTC-6

Viewed by Allison Kanzler (aekanzler@gmail.com)
 IP: 184.96.212.234



SIGNED

10 / 16 / 2023

12:39:36 UTC-6

Signed by Allison Kanzler (aekanzler@gmail.com)
 IP: 184.96.212.234



COMPLETED

10 / 16 / 2023

12:39:36 UTC-6

The document has been completed.