

Envision Creative Support for People with Developmental Disabilities

BOARD OF DIRECTORS' MEETING

Monday, August 18, 2025, at 8:00 AM by Zoom

<https://us02web.zoom.us/j/81574038743?pwd=YrbDKX9nxCtHNeMP84FRBNrd4xdBa0.1>

Mission: To enhance the quality of life for people with Intellectual and Developmental Disabilities in Weld County.

Vision: Empowering people to live, love, work and play their way.

Core Values: Stewardship, Empowerment, and Person-Centeredness

Present: Tannis Bator, Tommi Bator, Erica Herman, Allison Kanzler, Megan McWilliams, Christina Ruffatti, Dray Scurry, Melissa Stockberger, Lauren Tipton, Jenny Acevedo, Shawn Croissant, Celeste Ewert, RuthMary Lyons, Kim Sager, Ciara Wortley, Cindi Brekke, Shannon Burley, Cristal Mendoza, Michelle Reyes, Kelsey Vargas, Tiffany Cron, and guest presenter: Katie Janda.

Absent: Kassi DeCuir, Victoria Garcia, Jon Johnson, Shaun May, Tyler Richardson, & Patrick Roesler

Call to Order – Kanzler

- The meeting was called to order at 8:06 AM by Kanzler.

Roll Call – Cron

- Roll call was completed by Cron.

Agenda Additions – Kanzler

- No agenda additions.

Vision Victory – Ewert

- Envision will be receiving \$10,000 that was part of a submitted sabbatical grant to help with portions of the original grant request.

Raymond James Investment Update – Katie Janda

- Expressed appreciation for being selected as the service provider for Envision from the RFP that was sent out. Janda reviewed the two accounts and the impact of upcoming federal rate changes. As circumstances change potential changes will be brought to the BOD. Janda reviewed the performance of the accounts and is in the process of building the reporting for past performance as more time progresses with Raymond James Investment since the move from Morgan Stanley. Janda will email a copy of the portfolio review from today's presentation to Ewert who will share it with the BOD.
- Ewert shared that Raymond James Investment will be invited to present to the BOD every six months.

Approval of Financial Report Ending June 30, 2025 – Lyons

- Financial reports were reviewed by Lyons. Net Income for June was: \$10,725. YTD Net Income was: \$58,742
Motion: A Motion to approve the Financial Report ending June 30, 2025, was made by Tannis Bator.
Seconded by: Cristina Ruffatti.
Outcome: Motion carried.

Approval of Budget for FY 2025-2026

- Proposed budget was reviewed by Ewert that included small 1.6% increase to Medicaid and a pay increase for employees who have been employed for more than 90 days, and this increase would be retroactive back to July 1st. The budget does not include any revenue or expenses for the renovation, that will be a separate budget. The state budget is still not finalized, so cuts to the state budget could impact the budget. Ewert opened it up to discussion, there was minimal discussion.
Motion: A Motion to approve the Financial Report ending June 30, 2025, was made by Melissa Stockberger.
Seconded by: Tommy Bator.
Outcome: Motion carried.

Fund Development and Communications Subcommittee Update – Ewert

- Ewert provided an update, and the committee has not met since the last strategic planning meeting in May. Some focus for the committee will include Colorado Gives and end of year giving, as well as in developing a 3–5-year strategic plan, a communications plan, and plans for fund development. A meeting for September will be held.

Board Retreat for next FY Monday, **9/21/2026** from 8:30-11:30 AM

- Kanzler reported that next year's BOD retreat has been scheduled for the fall of 2026. Ewert shared that summers are hard for scheduling, so moving it to the fall made most sense. BOD was encouraged to add the retreat to their calendars to boost participation in next year's event. A calendar invitation will be coming soon.

Board Retreat Follow-up – Ewert

- Update on building renovation: Budget; CMGC RFP
- The RFP for general contractor/construction manager, an amendment will be sent this week. The close date has been extended to September 5, 2025. Matt Anderson made a referral to Alliance Construction due to new projects and contracts to where he will no longer have availability to support the project. Ewert noted Envision is still expecting to receive 3 bids for the project. The City of Evans General Contractor was able to submit a bid to do our parking lot projects at the same time as their parking lot project to save costs for them and Envision. Alternate bids will still be accepted.
- Ewert began the hunt for grants, a primary barrier is the need to have another funder first. Ewert has requested meetings to talk with a couple grantors and foundations to learn their processes for how Envision could move forward with a submission.

Executive Director's Report with State and Local Updates –Ewert

- Ewert reviewed the Executive Director's report with Envision specific updates as well as state and local updates that occurred in July. New hires and new or renewed contracts were reviewed. An update on the change to time tracking for hourly staff has transitioned to Paylocity.

Community Outreach Activities/Opportunities – Kanzler

- McWilliams asked if Envision participates in the Northern Colorado Down Syndrome Walk that occurs in October. Ewert requested additional information about this event as Envision does not currently participate.
- Ewert shared that Envision is participating in Evans Heritage Days as well as the Superhero Run benefiting Life Stories Child & Family Advocacy of Greeley.

Department Director Updates – Kanzler

- Croissant provided an update for Integrated Services and mentioned new hires Ben M. and Marsha P. as direct care professionals. Additionally, Corrina B., as an employment specialist. The department is working through the transition to Paylocity. The popsicle sales that are happening being sold on Wednesdays and Thursdays at lunch have made over \$150 and the event has been a morale booster.
- Sager provided an update for the Human Resources department: sharing the new hires of Taylor and Tiffany in Early Intervention and Cristal in Accounting, with no other updates at this time.
- Lyons provided an update for the Finance and Administration department and introduced Crystal who will also work with department staff to learn their functions to serve as backup to provide relief to the department. The last audit is done and notice for the audit from Pinnacle has been received so focus will be on that.
- Acevedo provided an update for Early Intervention: there have been two new hires Taylor and Tiffany, the trainer who was on maternity leave is back; additionally, a service coordinator returned from maternity leave and they are now mostly fully staffed, with just one more service coordinator position to be filled. The EI business side is going well, the focus is currently on getting EI contractors to bill online.
- Wortley provided an update for Residential sharing the success of the Sumer respite program that ended August 1st. Out of that program, two family caregivers are onboarding this month due to the success of the program and their youth aging into the adult system. There is also an opening for a Residential Direct Care Professional position and an interview is occurring today.

Audience/Public Comments – Kanzler

- No audience comments were noted.

Next Meetings and Events- Ewert

- Ewert reviewed upcoming meetings and events:
 - Alliance Summit: 8/25-8/28 in Breckenridge – Shawn, RuthMary, Jenny and Celeste attending
 - **Direct Support Professional Week: 9/7/25 - 9/13/25**
 - September Executive Finance meeting: 9/8/2025 at 8:00 AM
 - **Employee Health and Wellness Fair: 9/9/2025 from 2-5:00 PM**
 - September BOD meeting: 9/15/2025 at 8:00 AM
 - **Annual Employee Lunch and Awards Ceremony: 9/23/2025 from 1-4:00 PM at The Rush**
 - **Annual Rose Reception: 10/3/2025 at 5:00 PM at Academy of Natural Therapy**

- **Annual H'Art of Envision: 10/3/2025 from 6:00 – 8:00 PM at Academy of Natural Therapy**
- October Executive Finance meeting: 10/13/2025 at 8:00 AM
- October BOD meeting: 10/20/2025 at 8:00 AM

Adjournment – Kanzler

- August Board of Directors meeting concluded.
Motion: A motion to adjourn was made at 8:40 AM by Tannis Bator.
Seconded by: Erica Herman.
Outcome: Motion carried.