EHS Governing Board Meeting
Thursday, June 21, 2019, 12:00pm-1:30pm

Agenda

1. Call to Order / Attendance/Introductions – Chairperson
   a. Meeting called to order at 12:05pm by John (filling in for Laura)
      • Introductions
   b. Attendance: Brooke Mandy, Sue, Jenn, Tim, Melanie Christian, Karen, Ty, Jan Goetz, John Goetz, Judy, Kristin, Dale, Lisa (Plante Moran), Melissa, Oliver (Plante Moran), Teresa Ribble, Laura

2. Agenda for Approval – Chairperson – See Attached
   a. Action – Vote to Approve June Agenda
      • Motioned: Sue
      • Seconded: Dale
      • APPROVED

3. Minutes for Approval – Chairperson – See Attached
   a. Action – Vote to Approve April meeting minutes
      i. Motioned: Sue
      ii. Seconded: Dale
      iii. APPROVED:

4. Financial Briefing
      i. Documents are still in draft form-make sure there are no questions and finishing off details
      ii. Quick summary-unmodified opinion of audit (highest opinion; no issues). No issues in internal control
      • Did not identify weaknesses or significant instances
         • Compliance audit over EHS program (designed to give opinion on compliance for federal monies) did not identify any material weaknesses or significant deficiencies in compliance; onmodified opinion on compliance
            • Overall, very clean
      iii. In draft in financial statements (follow-along)-2 paragraphs on bottom of Page 1
         • Recommendation in paragraph 1; 2nd paragraph in relation to last year’s audit explains that last year was audited by EKS&H during the merging of them and Plante Moran

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Next page→assets for the year; almost doubled balance sheet; most significant increase was in the cash balance
  • Mandy Note: we did get $600,000 of grant funding in December of 2018 that is being used towards 2019→speaks towards our larger cash balance
    • Nothing to be concerned about
  • Net Assets just under $1.2 million
    • With/without donor restrictions→first place to see changes under the new standards
  • Statement of activities→shows revenue and expenses for the year
    • $5.4 million for revenue for 2018; increase of $1.2 million from 2017. Majority from NFS grant revenue
    • In total→expenses were $4.7 million (decreased from 2017)
  • How our natural expenses (left side of the table)-how they are allocated and spread across program activities, etc.
    • 92% ratio for expenses going towards program activity→driven by grants and salaries
  • Question on expenses→fundraising was lower from previous years? Travel went down, meetings went down, etc. What are we doing to get these expenses down?
    • Marketing→we used to share a marketing person and they left in the last year; we no longer allocate funds
    • Printed material that ELV puts together→ELV platform for providers, etc.
  • Statement of cash flows→increased (talked about earlier); driven by operating activity

iv. Flip note→changes required
  • Significant accounting policies for organization; talk about new requirements; net access with/without donor restrictions; intended to simplify for reader
    • Footnote 3→disclosure-availability of resources (provide info about what financial assets are available to the organization to use throughout the next year
    • Mandy→do we want to use this on our financial statements, because sometimes we’re not available to have 60 days of cash load available.
      • 60 days is our goals
      • Expense for this is about $730,000 including EHS
      • Line of credit? Gives flexibility to float operational expenses to make sure nothing stops, and builds ELV’s credit
        • Sue→is it possible to do 60 days with

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the way federal monies reimburse?
  • Yes, but it would be tight
  • Would be okay with 30 days
  • Other option-only talk about operating expenses outside of EHS monies-reformulate to only talk about operating expenses not including EHS reimbursements
  • Footnote is very flexible on how ELV wants to put it together
  • We have receivable out there
  • Cash flow would be very tight; very risky in the case of a government shutdown
    • Judy→would prefer 30 days and will be pursuing a line of credit
  • Recommendation for what we would like to do?
    • Tim-curious that if any termination notice would become a 30-day notice? (60-day obligation to partnerships)-change on provider contract?
      Termination clause would become immediately
    • Contingent on available federal funding becomes the out. 30 Days would still work
v. Footnote 5-association with CIG/MSI-related company transactions. If the relationship ceases to resist, ELV will need to learn to cover those funds (important to understand)
vi. Other financial statement that will be issued is the report on compliance and internal control on compliance (touched on in beginning)
  • Question (Dale)-footnote 2→organization has not noted which application has been used (for revenues to contact customers)-true; not sure yet how it will be implemented for 2019. No numbers should change-will talk with Mandy on how this looks for statements for 2019
vii. Motioned to accept audit: Dale
viii. Seconded: Sue
ix. APPROVED
b. EHS Monthly Financial Review – Mandy Potts, NFP
i. Talked about doing different reporting; working through this-changes may be to come
ii. Total federal share, spent $2,560,000-right on target; only have a couple months left (June and July)
  • Overspent on federal budget knowing that we would have to come up with NFS to cover layered tuition $125,000 to raise has been cut in half; it will likely be cut in half
  • Non-federal budget-did get additional $50,000 from Dodge, raised $125,000 in cash and made $100,000 in in-kind→met cash need
iii. Did appraisals and site visits for donations and etc. to help NFS need to go down; have large in-kind contribution that we need to
c. NFS Fundraising Update – Tim Garcia & Jennifer García Rosendo
   i. Have been awarded Buell foundation grant for $50,000-used for match for challenge grant from Dodge
   ii. New applications-  
       • CHF-applied for 2 grants  
         • G1-planning grant-build a coalition in Arapahoe county to get more families on food systems  
         • G2-implementation of Conscious Discipline parent curriculum  
       • Buell-for family child care homes; have statewide presence. Look for facility improvements. Details were gathered from our teams which helped us with the total. Great fit from ELV  
         • Important to showcase the reach of ELV  
           • $101,000 was total for network ask; will add on a little for staff time  
       • Constellation-LOI  
       • Goodwin-asked for $20,000 for general operating  
       • Myron Stratton through Wells Fargo, asked for $10,000  
       • Bacon-$30,000 for general operating 
   • Action – Vote to Approve Proposal Submissions (Colorado Health Foundation, Constellation, Goodwin, Myron Stratton, Bacon Family)  
     o Motioned: Laura  
     o Seconded: Sue  
     o APPROVED

5. EHS Management Report
   a. Program Director’s Report – Tim Garcia
      i. Region 8 HS leadership Conference-Tim, Ty, and Jenn attended  
         • Jenn and Tim asked to participate in session focused on EHS QCCP; shared range of information and experience  
      ii. Feedback from baseline application-would start new 5-year funding term) essentially asking for clarification)  
      iii. Annual contract renewals; have 6 partners already signed and in place for new year  
      iv. On EHS overview document→there was an error (in insurance column; 212 of 233 is the correct number)  
   b. Family Engagement Review – Jennifer Garcia Rosendo
      i. Sue-do we track parent employment?  
         • Yes, we do track this (in annual PIR)  
         • Difference in parent employment between EHS partnerships and regular EHS  
      ii. Success in completing family partnership agreements (FPA’s)→goal setting; 84% of our families are receiving a first HV and first PTC (way better than previous data) 67% have second HV; 27% received second PTC  
         • Changes in CORE coming to help data
• Rolling enrollment has been skewing data
• CORE is not currently pulling this data accurately
  iii. FPA’s-in February-40% of families had one completed; increased to 67% (not reaching our goal of 80%)
• This is voluntary for parents

c. Early Education & Child Development Review – Ty Johnson
  i. Wrapping up TLC groups; evaluations aren’t due until end of June-will be able to compare last year evaluations with this year and with our CLASS scores
  • See how our CLASS scores are changing based on coaching (see impact)
  ii. Had last DLC-talked about staff wellness and retention
  iii. Mesa County Region 8 visit-got feedback-boosting support on active supervision
  • Got good feedback around resilient surfacing
  iv. TLC facilitators have agreed to renew contracts; got feedback from them

d. Health & Disabilities Services Review – Karen Melott
  i. Emergency preparedness
  ii. Looking at immunization numbers-they have been increasing; numbers will be available in August

6. New Business
   a. Board Membership
      i. Laura is retiring as board-nominate someone as chair-new member to step in as member
      ii. Note-large responsibility; Ty suggests John Goetz
          • Nominations?
            • John (Dale)
            • Laura Seconds John
            • Note-John is the Policy Council Representative for the governing

            • Motioned: Sue
            • Seconded: Laura

   b. New Employees – Tim Garcia, Jennifer García Rosendo & Ty Johnson
      i. Elsa Sackett-Leadership Development Manager
         • Motioned: Sue
         • Seconded: John
         • APPROVED
      ii. Child Care Partnership Specialists:
         • Casey Badger-Arapahoe County
           • Motioned: Sue
           • Seconded: John
           • APPROVED
         • Sue Kansteiner-Previously a family Child care home; ELV affiliate
           • Motioned: John
           • Seconded: Sue

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iii. **Action- Vote on new hires**
   c. Selection Criteria - Jennifer Garcia Rosendo-updated off data and community assessment
      i. We serve the neediest of the needy, not fist come first serve-based off this selection criteria
         • This
      ii. IFSP or IEP’s in place-increase weight to 100
      iii. Homelessness-increase weight to 100 points
   iv. **Action: Vote on updates**
      • Motioned: Sue
      • Seconded: John
      • APPROVED

d. **EHS Supplemental Funding Application Review – Tim Garcia**
   i. Ongoing practice to have it ready for June meetings; there is an opportunity for funding
      • Requesting $133,975 in federal funding
         • NFS match not fundraising-through discounts and matches through partners; additionally, the Buell could count
         • Sue-curious about historical investments in these sites; possible to do this for next meeting
            • Yes-per site
   ii. **Action- Vote to approve supplemental funding application**
      • Motioned: John
      • Seconded: Sue
      • APPROVED

7. **Training**
   a. Annual Training Plan Review – Tim Garcia-will be sending out via email; ran out of time

8. **Old Business**
   a. EHS-CCP Baseline Application Update – Tim Garcia-update will be sending out via email

9. **Announcements**
   a. ELV 5 and 10 year celebrations – Ty Johnson

10. **Adjournment** – Chairperson
   a. **Motioned: Sue**
   b. **Meeting Adjourned at 1:30pm**

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