



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**
 - a. **Financial Audit Report** – Lisa Meacham, Plante Moran
 - 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

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raise. Have to have the form filled out by anyone who is donating time/money

- 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-implentation 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)
 - **Motioned: Laura**
 - **Seconded: Sue**
 - **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 García 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

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- Rolling enrollment has been scewing 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 Represnetative 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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- APPROVED

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 first 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

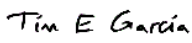
9. Announcements

a. ELV 5 and 10 year celebrations – Ty Johnson

10. Adjournment – Chairperson

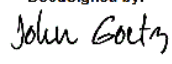
a. Motioned: Sue

b. Meeting Adjourned at 1:30pm

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 Tim E Garcia 6/27/2019 | 9:22:54 AM MDT
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Tim Garcia
 EHS Director

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 John Goetz 6/27/2019 | 11:05:56 AM MDT
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John Goetz
 EHS Governing Board Chair