

Board of Directors of HRDC, IX

Date: 01/23/2025

Location: 206 E. Griffin Dr Bozeman, MT

Committee members present: Amy Stix, Linda Young, Mitch Bradley, Gene Townsend, Pete MacFadyen, Kris Moos, Peter Schmidt, Jessica Willmarth, Steve Klein

Committee members excused: Billie Warford, Penelope Pierce, Scott Malloy, Scott MacFarlane,

Staff present: Heather Grenier, Sara Savage, Maragret Mason, Mark Woodard, Lila Fleishman, Krista Dicomitis, Cindy Smith

Guests present: Steve Caldwell, Geoff Anderson, Dan Elsberry, Jason Lund, Susie Drukman

Call to order: Linda Young called the meeting to order at 8:34 a.m.

Opening Public Comment:

Linda Young requested opening public comment. No public comment was made.

Agenda:

1. Consent Agenda

Linda Young reviewed the items on the Consent Agenda including the Minutes of the November 2024 meeting. Also included in the consent agenda were the department dashboards and the new contracts report.

The Early Childhood Education Report including Head Start financials and credit card statements were reviewed. The 2025-2026 In Kind rates and draft Selection Criteria were also highlighted. It was also reviewed that there will be no federal share waiver request for this year.

Gene Townsend moved to approve the Consent Agenda. Bruce Grubbs seconded the motion. Upon a vote the motion passed unanimously.

2. Board Committee Reports

Board committee chairs provided reports from the committee meetings held between today's meeting and the Board meeting in November. For Audit & Finance, the completed audit draft audit was reviewed and is being recommended for board approval. The Executive Committee reviewed membership of the committee, and requested one additional member who may be interested in being chair in the future. In meetings with the UTD Executive Committee, they also discussed transition plans and Transportation Director staffing updates. The Government Relations Committee discussed legislative priorities, the future impacts following the election and how to better and more regularly engage local government partners to understand the unique needs of each community. The Fundraising Committee reviewed the 2024 giving season, lapsed donor engagement and planning for the 50 year celebration later in the year. The Personnel Committee discussed changes to the

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CEO review and moved to recommend both the Compensation Transparency Policy and Staff Resiliency Policy to the board for approval. Following conversations about ex officio board membership, the committee has been discussing an organized process for engaging the public in our committee work.

3. Legislative Session Updates

Heather Grenier provided an update on the current Montana Legislative Session and HRDC priorities to support. Focus has been geared towards supporting partners in monitoring Medicaid Expansion, housing bills, childcare, immigration policies, medical respite, behavioral health and Property Tax Exemption. She also shared that she will be attending Non-Profit Day at the Capitol in Helena next Thursday, which is focused on economic impact across and to testify on a medical respite bill.

4. Organizational Audit

Jason Lund from the independent audit firm was introduced. Jason presented the independent auditor's report, noting that financial statements were fairly presented in accordance with GAAP, and that there were no findings. He noted their review of internal controls on financial reporting, in terms of internal controls structure, format and consistencies and no deficiencies or weaknesses were noted. He also reviewed the Federal major program single audit, for which Transportation operations, Transportation capital, ARPA, and HOME Colorado rehab were selected. He noted that there were no findings, deficiencies or weaknesses to report from the single audit.

An overview of HRDC's financials were presented through a five year comparison lens. This included the composition of assets over time, the composition of liabilities and net assets over time, the consolidated revenue comparison and expense comparison, federal expenditure comparison.

Steve Klein moved to approve the 2024 organizational audit. Mitch Bradley seconded the motion. Upon a vote the motion passed unanimously.

5. HRDC Financial Reports

Mark Woodard reviewed the financial reports including the fiscal dashboard, budget to actual report, balance sheet and investment portfolio for the current fiscal year through November 30, 2024. General discussion around Homeward Point fundraising, seasonality of revenue and the lag seen for receiving certain grant funds was held. Questions were raised about the financial impact on the food banks and the shelter given the increase in services accessed.

Peter Schmidt moved to approve the financial reports. Amy Stix seconded the motion. Upon a vote the motion passed unanimously.

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6. Financial Impact Scenarios

Mark Woodard reviewed the 3 scenarios for financial impact that may result from the changes in the federal administration and how this will influence budgeting for the next fiscal year. It was stressed that these are scenarios in an effort to remain proactive, and the team will continue to closely monitor what changes may occur and what specific programs may be most likely to see reductions.

7. Scattered Site Land Trust Presentation

Lila Fleishman provided an overview of the Scattered Site Land Trust Program.

8. Policy Review

Heather Grenier presented the draft Compensation Transparency Policy, highlighting that the document is clarifying what we have been doing in a way that is accessible for staff to better understand how positions are graded and ensuring measures are taken to provide livable wages appropriate for each position.

Bruce Grubbs moved to approve the Compensation Transparency Policy. Steve Klein seconded the motion. Upon a vote the motion passed unanimously.

The draft Staff Resiliency Policy was also reviewed. It was noted that this policy is meant to formalize HRDC's process and commitment for staff wellness and resiliency following the Reduced Workweek program and staff culture survey.

Steve Klein moved to approve the Staff Resiliency Policy. Bruce Grubbs seconded the motion. Upon a vote the motion passed unanimously.

9. External Communication Plan

Margaret Mason provided an overview of the current communication priorities moving into the first half of 2025. Homeward Point is the top priority followed by the 50th Anniversary. She reminded the board about the goals of our external communications: 1.) highlighting our program and services and 2.) educating the community on the current environment of our service area to help reduce negative sentiments around more polarizing topics related to our work.

10. CEO / Board Time

Heather Grenier provided an update on the specific bills being proposed regarding immigration and how this could impact our staff given the sentiments of the new administration. An update on the Youth Campus was also shared. Lastly, a discussion around potential public participation through committee work was held as a way of board recruitment.

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Executive Session:

Linda Young excused staff, guests and the public for Executive Session at 11:15 a.m.

The meeting was adjourned at 11:29 a.m.

The next meeting will be held on March 27th, 2025.

Linda Young, Chair

Date
