



1. **CALL TO ORDER and INTRODUCTIONS**–Meeting was called to order at 12:34 pm.
 - a. **Staff:** Michelle Haynes (R10 Director), Nancy Murphy (SBRC Director), Corey Bryndal (Broadband Director), Brian Bowler (AAA Director), Aris Freeborn
 - b. **In-Person Board Members:** Mayor Pro Tem Dave Frank (City of Montrose, Vice Chair EC), Commissioner Roger Rash (Montrose County, EC), Councilor Jim Gelwicks (City of Gunnison)
 - c. **Remote Board Members:** Mayor Dave Roberts (Town of Lake City, EC), Commissioner Kris Holstrom (San Miguel County, Past Chair EC), Commissioner Greg Levine (Hinsdale County), Commissioner Michelle Nauer (Ouray County, EC), Mayor Paige Smith (City of Paonia).
2. **APPROVAL OF AGENDA ITEMS**
 - a. **ACTION ITEM: Motion to approve Agenda M/S:** Roger Rash/Jim Gelwicks, as accepted. None opposed. Motion passed unanimously.
3. **APPROVAL OF MINUTES for September 2024**
 - a. **ACTION ITEM: Motion to approve minutes: M/S:** Michelle Nauer/Kris Holstrom, as accepted. None opposed. Motion passed unanimously
4. **REPORTS:**
 - a. **ED/Financial Reports | Michelle Haynes**
 - i. Financial Report
 1. Financials and related documents have been submitted to the auditors for FY 2024
 2. Current financials are as expected.
 3. There are still concerns with the Area Agency on Aging (AAA) budget due to funding shortfall. Currently working on solutions.
 4. We are currently exploring ways to improve the Broadband budget, recouping administrative costs, managing cash flow and grants management.
 5. The Regional Grants Navigator (RGN) program has received funding from OEDIT for \$40,000. It was also stated by the state manager that the program will be extended for an additional year (year 3). Patty Gabriel has agreed to stay on for one more year as the program manager.
 6. We have received notice of award from DOLA to extend the Broadband Coordinator technical assistance for one more year.
 - ii. Executive Director Report
 1. We are gearing up for employee annual conversation, which are held in lieu of annual reviews.
 2. Currently reviewing employee insurance. We are still waiting for the figures for next year.
 3. Discussion/Approval: Employee Vacation and Holiday Leave hours:
 - a. Holidays and vacation time will be changed to fit scheduled hours. For example, if an employee is normally scheduled to work 9 hours the day a holiday falls, they will receive 9 hours of holiday pay.
 - b. Proposing to increase all employees' vacation time to accrue at 20 days a year. The current vacation policy states: 1-5 years 15 days, 5- 10 18 days and 10+ years 21 days. We do not expect to see a significant financial note as a result of changing the current policy.
 - c. We do not offer a cash out policy if an employee terminates employment. This policy is based on a previous Board decision to encourage employees to take their vacation time and alleviate burn out.
 - d. Vacation accrual starts on the first day of employment and is based on the number of hours an employee works. The maximum accrual is 240 hours.
 - e. Sick leave policy is 12-15 days of accrual, with a maximum accrual of 240. We do not pay out sick leave at the end of employment.

- f. RECCOMENDATION: Documentation of the changes and the financial note to be taken to the full board for approval.

ACTION ITEM: Motion to approve vacation accrual policy for recommendation to the board: M/S: Jim Gelwicks / Michelle Nauer, as accepted. None opposed. Motion passed unanimously pending ratification from full board based on a positive recommendation from the executive committee.

- iii. Community Development

1. Enterprise Zone

- a. One new Enterprise Zone application has been received from Home Trust of Ouray County.
- b. The Ouray County Commissioners signed a letter of support of the EZ application.

ACTION ITEM: Motion to approve Home Trust of Ouray County Enterprise Zone application. M/S: Greg Levine / Michelle Nauer as accepted. None opposed. Motion passed unanimously.

2. Regional Grants Navigator

- a. The Regional Grants Navigator (RGN) program has received funding from OEDIT for \$40,000 and notice that the program will be extended for an additional year (year 3). Patty Gabriel has agreed to stay on for one more year as the program manager.
- b. REQUEST: We have received some inquiries regarding the mini-grant program. Michelle discussed renewing the program with Patrick Rondinelli. Request for consideration to submit application to DOLA for \$100k for community mini grants that will be awarded over two years. Communities will be requested to bring the match for this grant. Patti Gabriel will assist in implementation of the program.

ACTION ITEM: Motion to approve the submission of the DOLA application. M/S: Jim Gelwicks / Roger Rash as accepted. None opposed. Motion passed unanimously.

- b. **Small Business Resource Center | Nancy Murphy**

- i. SBDC/Business Cultivator

1. We have 5-7 Kitchen Clients on average. Currently Reporting 5, with an additional client signing up tomorrow.
2. In the community
 - a. Adriana is participating on the Hispanic Outreach Committee
 - b. Dario is participating on the Funding Delta Innovation Panel
 - c. Callie Koch and Sara Steffens participated in Gunnison Information Night.

- ii. Business Loan Fund

1. Business training participation slows down mid-November through January. As a result, we are offering limited training during this time.
2. Late payments are improving.
3. Monthly statements are now being emailed and an online payment portal has been implemented.
4. We currently have 4 clients/5 businesses that continue to pay late, which could lead to a substantial write off if not corrected. A call with attorney is scheduled for today regarding past due balances for three of the past-due businesses, owned by one individual.
5. Discussion with the loan committee on the past due policy is in progress.

- c. **Community Living Services | Brian Bowler**

- i. Met with AAA providers in the area.
- ii. Attended the C4A (Colorado Association of Area Agencies on Aging) Meeting. AAA agencies are working together on policy for state legislation focusing on funding. Funding is limited across the state.
- iii. We have not been able to move anyone off the AAA waiting lists. Emergency services have been approved on a limited basis.
- iv. Requests for funding from the Telluride Foundation and the Daniels Foundation have been submitted.
- v. Ann Morgenthaler (Montrose Deputy City Manager) has expressed the possibility of providing financial support for AAA programs. Particularly with meals for the Montrose area.

- vi. Medicare open enrollment has begun. There is confusion among the communities about the Advantage plans.
- vii. We have onboarded 3 new volunteer SHIP counselors to help with Medicare enrollment.
- viii. Our Handy Helpers program is getting back up and running as part of the RSVP program. We currently have 6 volunteers in Montrose and Delta.

d. **Broadband | Corey Bryndal**

- i. The expansion project is continuing with cabling with Zayo and CDOT along I-70, down to Montrose and Durango and to Salt Lake.
- ii. Optical equipment setup has been completed. Acceptance testing will be in a week in California.
- iii. Routing equipment is currently being setup in Boulder with the Front Range Giga Pop. Existing networks are currently being improved for network capability.
- iv. Auditing of the network was performed and received recommendations for maintenance.
- v. Lake City construction has been complete. A Visionary press release to come.

e. **GVTPR - Gunnison Valley Transportation Planning Region | Vince Rogalski**

- i. It is anticipated that the repairs to the bridges (Middle Mile and Lake Fork) will be completed soon.
- ii. Vince Rogalski was replaced as the STAC chair at 20 years. He will continue to serve on the STAC committee as the GVTPR representative
- iii. Multi Modal Options Funds (MMOF) GVTPR has \$2 million allocation to award for regional projects.
- iv. The process for the 2050 Long Range Plan has begun. Communities need to review project lists to make sure any projects are included.

ACTION ITEM: Motion to approve Reports; M/S: Jim Gelwicks/Roger Rash, as accepted. None opposed Motion passed unanimously.

5. **ADJOURNMENT**

- a. The meeting was adjourned at 1:19pm