

## Advisory Council Meeting December 10, 2020 Minutes

<b><u>Members Present:</u></b>	Crystal Bloemen David Born Joe Glomboski Danita Nixon Kristy Wygmans	Royce Boehrs Sharon Courtney Kirsten Hartman Ellen Pihlstrom	Elaine Boni Myles Crane Margaret Long Jody Shadduck-McNally
<b><u>Members Absent:</u></b>	Jay Adams Alexis LaHaie	Jill Couch Punkie Whitely	Lisa Hays Sharon Zamora
<b><u>Staff Present:</u></b>	Michelle Bird Nicole Limoges Linda Rumney Laura Walker	Tina Corrigan-Hugo Lori Metz Katie Stieber	Commissioner Kefalas Heather O'Hayre Lorenda Volker
<b><u>Guests Present:</u></b>	Kaylie Eisenberg Tony Van Goor	Dixie Huff	Catlin Lovett

### CALL TO ORDER

Crystal Bloemen called the meeting to order at 1:35 p.m.

### CONSIDERATION OF TODAY'S AGENDA AND MINUTES OF November 12, 2020

Minutes stand as presented. The agenda was modified to include unfinished business from the last Council meeting. Kristy Wygmans, Ferri Erickson and Jody Shadduck-McNally have resigned from the Council and were recognized for their time and work.

### COUNCIL BUSINESS

Crystal announced that since Ferri has resigned, the Executive Committee has nominated Ellen Pihlstrom as interim Vice-Chair. Crystal asked for members to approve by show of hands. All members approved Ellen Pihlstrom for interim Vice-Chair.

Katie Stieber stated that we have started the site visit process. The grantees have been given dates to sign up for Zoom meeting. All site visits will be virtual. Once all the appointments have been filled Nicole will reach out to the Grantee Management & Evaluation Committee to make sure there is a Committee member at each site visit. Once all the GM&E members have signed up, the available appointments will go out to the rest of the Council members to sign up.





## **OFFICE ON AGING STAFF UPDATES**

Katie Stieber introduced Nicole Limoges. Nicole has come to us from the YMCA organization and is the new Program Coordinator. Nicole has done a great job of jumping right into work.

## **COMMITTEE & LIAISON REPORTS**

All Committee reports were emailed to members prior to the meeting.

## **BUSINESS ANALYSIS FACILITATION:**

Katie introduced Michelle Bird. Michelle facilitated discussion about going forward with what has come out of the Business Analysis Report.

Michelle gave a brief description of the Larimer County Facilitation Team.

Laura Walker discussed the history of the Business Analysis process. The process started in 2019 with a request from the Program Manager to ask for the County to do an analysis for purchasing a new software.

Crystal brought up concerns about the purpose of the discussion. She requested to have more of a discussion about the report instead of moving forward with the action item of relationship building. Commissioner Kefalas agreed and requested to have facilitation on a deeper discussion on the third iteration of the Business Analysis Report. Margaret Long also agreed that we need to continue to discuss the report to clarify items listed in the report. Myles Crane also agreed to continue discussing the report.

It was decided to continue to discuss the Business Analysis Report. Discussion ensued.

## **ADJOURNMENT**

Crystal adjourned the meeting at 3:45 p.m.