



**BOARD OF DIRECTORS' MEETING MINUTES**  
**Wednesday, September 17, 2025**

**MEMBERS PRESENT: (via Teams unless otherwise noted)**

PATRICK DAVIS, Chair  
STEPHEN VARELA, Vice Chair  
TYLER ATKINS, Treasurer – in person  
MEGAN BILLESBACH  
BERNARD BYERS  
JOEL CRANK – in person  
EMERALD DOYLE  
ARTHUR GLYNN  
LOIS LANDGRAF, Past Chair – in person  
SUMER LIEBOLD – in person  
TRACI MARQUES  
GEORGE MENTZ  
SHARON THOMPSON – in person  
JENNIFER THORNTON

**MEMBERS ABSENT:**

LAURIE HUISINGH, Secretary  
SARAH BRITTAIN JACK  
CARISSA SMITH

**STAFF PRESENT:**

KAELINA BAAB, CMA Coordinator, Intake, Teller/Park Counties  
MARLO BACA, Children's Waiver Coordinator, Pueblo  
COLLEEN BATCHELOR, CEO – in person  
MEGHAN BLOXHAM, Case Aide, Pueblo  
MARGARET BOATMAN, CMA Coordinator, Ongoing, Teller/Park Counties  
KOA BRIGHT, Resource Navigator  
HEATHER BURDEAUX, CMA Coordinator, Ongoing  
SUSAN CALLAN, CMA Supervisor  
DANIEL COWELS, CMA Coordinator, Ongoing, Teller/Park Counties  
ALICIA DAHLBERG, Navigation & Quality Supervisor  
MORGAN DeFALCO, Marketing and Communications Manager – in person  
SUMMER DOWDING, CMA Coordinator, Ongoing  
JASMINE EDWARDS, Support Coordinator, Navigation & Quality

DORA FERNANDEZ, IT Director  
JEFFREY FREY, Children's Waiver Coordinator, Pueblo  
LORI GANZ, Clinical Services Director  
JODI GARNER, Children's Waiver Coordinator  
MAYRA GONZALEZ-MORALES, CMA Coordinator, Intake, Pueblo  
BRANDI GRIFFITHS, Case Management Manager – in person  
CHAD GUFAROTTI, Assistant Director of Development – in person  
MICHAEL HOFFMAN, CMA Coordinator, Ongoing, Pueblo  
DESTINY JEFFERSON, Front Desk Coordinator and Case Aide  
TANA KARR, Children's Waiver Coordinator  
TAMIE KNERR, Controller  
PAMELA KNOTHE, Navigation & Quality Supervisor  
ALLEA LAZZERI, CMA Coordinator, Intake, Teller/Park Counties  
RHEANNAN LUND, Supervisor, CFS  
MARJORIE MARSHALL, CMA Coordinator, Ongoing  
GINGER McBRIDE, Lead Coordinator, Learning & Staff Development  
HEATHER MEIZIS, Director, CMA Operations & Communications – in person  
DESIREE MILLER, CMA Coordinator, Benefits, Pueblo  
CALLIE MURPHY, State General Funds Manager  
SARAH NOLAN, Volunteer Respite Program Manager  
MACY PARKER, CMA Lead Coordinator, Teller/Park Counties  
WILLIAM PERRY, CMA Coordinator, Ongoing  
NATALIE QUINTANA, CMA Supervisor, Ongoing  
AMANDA REED, Director, Children's Services – in person  
LACEY REINKING, CMA Coordinator, Ongoing, Teller/Park Counties  
KAREN RICE, Early Intervention Billing Manager  
KITTY SILVERS, Credentialing, Authorization & Billing Specialist  
GRETCHEN STARLING, CM Supervisor, Teller/Park Counties  
JENNIFER STREHLOW, New Altitude Director  
GINGER STRINGER, Physician Outreach Program Specialist  
LAURA THOMAS, Director, Adult Services – in person  
CAROL TOMLINSON, CMA Coordinator, Ongoing, Teller/Park Counties  
JENNIFER TORGESEN, Administrative Assistant  
BARBARA TRUJILLO, CMA Supervisor, Pueblo  
CHERI ULMER, Assistant Director of Regional Services – in person  
KAREY URBANSKI, Chief People Officer – in person  
AMBER VELASQUEZ, CMA Supervisor, Pueblo  
NANCY VIGIL, Quality and Compliance Director – in person  
HEATHER WHITWORTH, CFO

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COURTNEY WILKERSON, CMA Coordinator, Enrollment  
MARGRETTA WILLEMANN, CMA Coordinator, Ongoing, Teller/Park Counties  
SAMANTHA WINTER, Case Management Manager

**GUESTS:**

RUTH ARBER, Lifeline/Connect America  
RICHARD BARROS, SKSF Colorado  
STACEY BURNS, SDB Social Impact LLC – in person  
JACKIE GEBERT, Life Station  
BRICE HARVEY  
BRIDGET KIRBY, Community Intersections  
SANDRA MONTEE, Colorado Bluesky Enterprise  
JENNIFER PEREZ, ILC, Pueblo  
JENNIFER RISDALL, Hope and Home  
BYRON ROMERO  
CHERI SCHEFFEL, People Care  
TAMARA TRUJILLO, The Independence Center  
KRISTIN WALDROP, NTSOC  
504.495.1748

**I. CALL MEETING TO ORDER**

The regular meeting was called to order at 7:33 am by Patrick Davis, Chair.

**II. PUBLIC COMMENTS**

None.

**III. INTRODUCTION OF NEW STAFF**

New staff were introduced and welcomed to The Resource Exchange.

**IV. STRATEGIC FOCUS/MISSION MOMENT – TRE Mountain Communities**

Samantha Winter, Case Management Manager, Amanda Reed, Director of Early Intervention and Children Services Waivers and Lori Ganz, Director of Clinical Services introduced the Teller and Park Counties' Teams, highlighting their dedication, unique challenges, and many success stories. Almost all Teller and Park Counties TRE staff live in these mountain communities.

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- Wildlife encounters while working in the mountain communities are more often the norm when travelling to visit a member's home in the mountains.
- The driving challenges in Park and Teller counties include limited cell signals, unstable maps, and difficult road conditions.
- Provider and service availability is limited. The case management team must often brainstorm together to ensure that the services needed can be provided.
- Several shared success stories of how they and their team members helped members/clients in need.

*(The PowerPoint presentation is incorporated into these minutes by reference and can be found in the September 17, 2025 Board records for further review.)*

## V. CONSENT AGENDA

**A MOTION WAS PRESENTED BY TYLER ATKINS, SECONDED BY LOIS LANDGRAF TO ACCEPT AND APPROVE THE CONSENT AGENDA ITEM, TRE BOARD OF DIRECTORS' MEETING MINUTES DATED AUGUST 20, 2025. *Motion unanimously approved.***

## VI. BOARD COMMITTEE REPORTS

### a. Finance and Investment Committee (FIC) Report

Tyler Atkins, Treasurer reported, highlighting strong financial performance, asset position, and an 8% return on investments year-to-date.

- **August 2025 Financial Performance:** August 2025's report shows a year-to-date gain of \$313,000, which is \$440,000 higher than projected.

The reported revenue loss for July 2025 was reconciled. The reason for this loss was timing differences between reporting and updates that were recorded in August.

- **Investment Portfolio Quarterly Review**

The detailed review presented by Integrity Wealth Advisors showed a net gain of \$414,000 (based on calendar year). TRE's disciplined approach to rebalancing the portfolio during market volatility to maintain target allocations is beneficial.

**A MOTION WAS PRESENTED BY THE FINANCE AND INVESTMENT COMMITTEE, SECONDED BY STEPHEN VARELA TO ACCEPT AND APPROVE THE AUGUST FINANCIAL REPORT AS PRESENTED. *Motion unanimously approved.***



**b. Legislative Committee**

Colleen Batcher, CEO, Lois Landgraf, BOD Member and Ginger Stringer, Planning Committee Co-Chair reported.

- The Legislative Town Hall that was scheduled for October 15 has been put on hold due to several challenges:
  - Inability to secure in person panel members to present at the Town Hall.
  - State and Federal budgets are in flux with no clear answer of when TRE knows what changes will affect services and supports to people with disabilities.
- The Planning Committee hopes to host a round table type format with elected officials, members, families and other partners to provide an opportunity to have discussions about the potential impact of State and Federal budget challenges facing people with disabilities in our State and communities. The proposed timeframe to hold this is early December 2025.
  - It was suggested to look at Friday evening or Saturday morning as possible days to host this. Several Federal officials come back to Colorado for the weekends and may be more apt to attend.
- The Planning Committee is scheduled to meet in mid-October to finalize the date and format.

**c. Development Committee**

Patrick Davis, Chair, Kelly Lyng, Director of Development and Chad Gufarotti, Assistant Director of Development reported.

- **Art Show and Sale** – The Development Team was congratulated on the excellent event.
  - Approximately \$24,435 was raised after Commissions were paid to the artists and expenses were paid.
  - Approximately 150 people attended the event. Many artists were on hand to share their stories. Several also inquired about the services offered by TRE.
- **Other Fundraising and Community Awareness Reminders**
  - Happy Hour hosted by BOD members. Contact Ms. Lyng for details.
  - Toy Adapting Event tentatively scheduled for October 24.

**d. Executive Committee**

Chair Davis deferred the report to CEO Batchelor.

**VII. CHIEF EXECUTIVE OFFICER'S REPORT**

- **Early Intervention** – CEO Batchelor has met several times with the new Joint Budget Committee staff member for Colorado Dept of Early Childhood (CDEC), providing additional information on CDEC's cost containment strategies and their response to the RFI due in December.
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- **Organizational Structure Changes** – The group reviewed the ongoing evolution of TRE's organizational structure and reasons for these changes.
  - Created several different structures for the Executive Leadership.
    - Senior Executive Team – Setting the priorities and strategy for TRE. Reducing the number of direct reports to the CEO from 15 to 7.
    - Executive Team – Effectively translating organizational priorities and strategy into actionable implementation and establishing a feedback loop to validate their relevance and effectiveness. This includes considering all possible options and ensuring the availability of appropriate resources and support for successful execution.
      - This group includes the creation of the Chief People Officer position and the People Services Department (all areas that work with staff- human resources, culture and engagement, staff development and learning, and IT).
      - Stacey Burns, Consultant continues to support TRE as its Interim COO and helping TRE design an organizational structure that is effective as the agency moves forward.

## VIII. NEW BUSINESS

### a. BOD Meeting Calendar

Chair Davis referenced a copy of the BOD Governance Calendar distributed to BOD members last month. This calendar provides strategic information to be covered at the monthly meetings.

### b. Outlook Meeting Invitations

The group asked to simplify Outlook meeting invites to reduce confusion when meetings are updated or cancelled. Improvements are in progress. Singular meeting invitations will be sent versus recurring series and will be sent for meetings 90 days in advance.

## IX. ONGOING BUSINESS

### Strategic Focus and Mission Moment for October Meeting

- Legislative Influences – Edward Bowditch
- Empty Stocking Fund Campaign Kick-off with TRE

## X. PUBLIC COMMENTS

None.

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## **XI. SCHEDULE OF NEXT MEETING**

- a. The next Board of Director's meeting is scheduled for **Wednesday, October 15, 2025 beginning at 7:30 am at The Resource Exchange, 6385 Corporate Drive, Colorado Springs, CO. The meeting will also be offered virtually using MS Teams.**

## **XII. ADJOURN REGULAR SESSION INTO EXECUTIVE SESSION**

**A MOTION WAS MADE BY SHARON THOMPSON, SECONDED BY JOEL CRANK TO ADJOURN THE REGULAR SESSION/MEETING INTO EXECUTIVE SESSION. *Motion unanimously approved.***

## **XIII. EXECUTIVE SESSION**

- a. Developing strategy for negotiations and instructing negotiators
- b. Discussions regarding personnel matters

## **XIV. MOTION TO ADJOURN EXECUTIVE SESSION**

**A MOTION WAS MADE BY STEPHEN VARELA, SECONDED BY SHARON THOMPSON TO ADJOURN THE EXECUTIVE SESSION INTO THE REGULAR MEETING. *Motion unanimously approved.***

## **XV. MOTION TO ADJOURN REGULAR MEETING**

**A MOTION WAS MADE STEPHEN VARELA, SECONDED BY GEORGE MENTZ TO ADJOURN THE REGULAR SESSION OF THE MEETING. *Motion unanimously approved.***

The regular meeting was adjourned at 9:37 am

*AI Generated Notes and Notes taken by Tamara Engram were used to compile these meeting minutes. Completed on September 24, 2025.*

***The Board of Directors unanimously approved these meeting minutes at the meeting held on October 15, 2025.***

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SUBMITTED BY:

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Colleen Batchelor, CEO

RECORDED AND TRANSCRIBED BY:

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Tamara Engram, Executive Assistant

APPROVED AS TO FORMAT:

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Laurie Huisingh, Secretary