



**Colorado State Patrol Family Foundation
Board of Trustees Meeting
55 Wadsworth Boulevard
Lakewood, CO 80226
MINUTES OF THE BOARD
Thursday, December 13, 2018**

President Joy Grissom called a regular meeting of the Board of Trustees of the Colorado State Patrol Family Foundation (hereafter referred to as “the Foundation”) to order at 1:05pm on Thursday, December 13, 2018.

Foundation Trustees Present:

Joy Grissom	President
Lynnette Stieb	Vice-President (Telephone)
Jane Crisman	Secretary/Treasurer (Telephone)
Jill Distel	Trustee (Telephone)
Karen Griggs	Trustee
Brett Mattson	Trustee
Amy Nichols	Trustee
Larry Oletski	Trustee
Julie Wohlers	Trustee (Telephone)

Foundation Trustees Absent:

Carole Adler	Trustee
Chris Augustine	Trustee
Colonel Matt Packard	Ex-Officio Trustee

Foundation Staff Present:

John Anderson	Director
Katie Maselbas	Administrator

Approval of Previous Meeting Minutes

MOTION: To approve the meeting minutes from October 11, 2018 as corrected
BY: Larry Oletski
SECOND: Brett Mattson
VOTE: Approved unanimously; Motion carries

Treasurer's Report

John reviewed the Foundation's January-October 2018 financials with the Board

MOTION: To approve the financial statements as presented
BY: Amy Nichols
SECOND: Karen Griggs
VOTE: Approved unanimously; Motion carries

DDC Update

John provided a DDC update to the Board, to include the Alive at 25 curriculum revision with NSC, crash car movement in the Denver area, an update on the Valley Wide Health Systems partnership and program instructor needs

UNFINISHED BUSINESS

Compensation Committee Update

Board discussed the research results from Compensation Resources, regarding salary ranges for DDC staff in Colorado and Kentucky

MOTION: To approve a 2.5% base pay raise for Colorado staff, Lori Hunsaker and Tori Ritchie in Kentucky
BY: Larry Oletski
SECOND: Karen Griggs; initially seconded the motion, but withdrew after discussion
VOTE: Four votes for, five votes against; Motion fails

MOTION: To approve a 3.0% base pay raise for Colorado staff effective January 1, 2019
BY: Brett Mattson
SECOND: Joy Grissom
VOTE: Approved unanimously; Motion carries

2019 Budget

Board reviewed the draft budgets for the Foundation, Colorado DDC and Kentucky DDC programs

MOTION: To approve the 2019 budget as amended
BY: Amy Nichols
SECOND: Karen Griggs
VOTE: Approved unanimously; Motion carries

2019 Scholarships

Board discussed the 2019 Foundation scholarship eligibility, requirements, community service and essay topic

Actionable Items from October 2018 Meeting

Board reviewed the remaining actionable items from the October 2018 meeting and they will be revisited at the February meeting, if needed

Retiree Hardship Program Clarification

Board discussed the Retiree Hardship program and clarified concern about being able to determine if retirees meet the requirement for application

NEW BUSINESS

Foundation Role with Historical Archive Funds

Board discussed the CSP Historical Archive Building and whether or not the Foundation is able to accept donations on behalf of that effort

Foundation Vision Building & Board Member Workshop

Board discussed the upcoming Vision Building and Board Member workshop, scheduled for January 17, 2019; the purpose of this meeting and what Joy hopes to accomplish

Governance

- MOTION: To approve Jane Crisman as a Trustee of the Colorado State Patrol Family Foundation
- BY: Julie Wohlers
- SECOND: Lynnette Stieb
- VOTE: Approved unanimously; Motion carries

Hardship 2018-13

Board discussed Hardship request 2018-13 via email on October 25-26, 2018

Joy Grissom, Lynnette Stieb, Jane Crisman, Carole Adler, Chris Augustine, Jill Distel, Karen Griggs, Brett Mattson, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

- MOTION: To award Hardship Applicant 2018-13 \$28,115.00 to assist with medical and non-medical expenses
- BY: Chris Augustine
- SECOND: Carole Adler
- VOTE: Approved unanimously; Motion carries

Hardship 2018-14

Board discussed Hardship request 2018-14 via email on November 6-7, 2018

Joy Grissom, Lynnette Stieb, Jane Crisman, Carole Adler, Chris Augustine, Jill Distel, Karen Griggs, Brett Mattson, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

MOTION: To award Hardship Applicant 2018-14 \$7,200.00 to assist with medical expenses
BY: Larry Oletski
SECOND: Chris Augustine
VOTE: Seven votes for, three votes against, one abstention; Motion carries

Hardship 2018-15

Board discussed Hardship 2018-15 via email on November 28-29, 2018

Joy Grissom, Lynnette Stieb, Jane Crisman, Carole Adler, Chris Augustine, Jill Distel, Karen Griggs, Brett Mattson, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

MOTION: To award Hardship Applicant 2018-15 \$3,000.00 to assist with non-medical expenses
BY: Brett Mattson
SECOND: Carole Adler
VOTE: Approved unanimously; Motion carries

Hardship 2018-16

Board discussed Hardship 2018-16 via email on December 3, 2018

Joy Grissom, Lynnette Stieb, Jane Crisman, Carole Adler, Chris Augustine, Jill Distel, Karen Griggs, Brett Mattson, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

MOTION: To award Hardship Applicant 2018-16 \$2,500.00 to assist with non-medical expenses
BY: Jill Distel
SECOND: Amy Nichols
VOTE: Approved unanimously; Motion carries

Hardship 2018-17

Board discussed Hardship 2018-17 via email on December 15, 2018

Joy Grissom, Lynnette Stieb, Jane Crisman, Carole Adler, Chris Augustine, Jill Distel, Karen Griggs, Brett Mattson, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

MOTION: To award Hardship Applicant 2018-17 \$2,000.00 to assist with medical expenses
BY: Joy Grissom
SECOND: Carole Adler
VOTE: Approved unanimously; Motion carries

Round Table Discussion

John shared a thank you note with the Board from Trooper Tyler’s family for the Christmas Checks for Children program

Foundation Board of Trustees Meeting Adjournment

MOTION: To adjourn the December 13, 2018 Foundation Board of Trustees meeting at 4:46pm
BY: Brett Mattson
SECOND: Karen Griggs
VOTE: Approved unanimously; Motion carries

The next regular meeting of the Colorado State Patrol Family Foundation Board of Trustees will be held on Thursday, February 14, 2018 at 1:00pm at 55 Wadsworth Boulevard.

Foundation Board of Trustees Term Limits

<u>Trustee Name</u>	<u>Term Expiration</u>
Carole Adler (C)	February 2020
Chris Augustine (M)	April 2021
Jane Crisman (M)	October 2021
Jill Distel (M)	April 2020
Karen Griggs (C)	June 2021
Joy Grissom (M)	April 2019
Brett Mattson (M)	April 2021
Amy Nichols (C)	August 2019
Larry Oletski (M)	ACSPP President
Colonel Matt Packard (M)	Ex-Officio Trustee
Lynnette Stieb (M)	April 2020
Julie Wohlers (C)	April 2020