



Meeting Minutes

**NWCCI Regular Board Meeting – Weds., Feb 25, 2026 (1:30–3pm)
STARS 35465 US-40, Steamboat Springs, CO 80487**

Board Members Present:

Don Godshaw, President
Craig Kennedy, Vice President (Remote)
Dan Bonner, Treasurer (Remote)
Lisa Fraser-Eck, Secretary (Remote)

Staff Present: Mike Bertram & Ian Engle, Co-Directors
Jessica Bertram, Operations Manager

Guest: Martha Mason

1:34pm: Don Godshaw calls the meeting to order.

1:35pm: Martha Mason introduces herself to the Board.

Martha currently lives in Hesperus, CO, has worked with individuals with disabilities her entire career and is a peer with a disability. Martha recently retired from serving as Executive Director at SouthWest Center for Independence out of Durango for 12 years, currently receives Social Security Disability Income and is passionate about empowering people to achieve and maintain greater independence. Martha shares other engagements of pertinence, including volunteerism with The League of Women Voters, involvement with her regional Case Management Agency (fka Community Center Board). Martha expresses gratitude to the NWCCI Board for the invitation to meet and consideration of her interest in serving as a board member.



1:42pm: Board reviews the December 2025 NWCCI Board Minutes (see addendum). *Dan moves to approve the meeting Minutes from December 11, 2025, Craig seconds, motion carries unanimously.*

2:01pm: Board reviews the Development Report (see addenda):

- Colorado Gives Day -donations made after the designated Gives Day were not matched; the results (~\$3K) are comparable to years past and consistent with similar organizations. Goal for next year is \$10K.
- Total Grant income Fiscal Year-to-Date ('YTD') = \$226,325.
 - Craig-Sheckman Family Foundation - for serving youth with disabilities in Routt County, current award is \$20,000 per year for the next 3 years.
 - Telligen Foundation - providing Independent Living ('IL')Core Services to deaf youth throughout the NWCCI catchment area, including for language deprivation training, American Sign Language classes, addressing communication barriers to education and more.
 - Rocky Mountain Health Plans - \$100,000 for benefits application assistance.

2:07pm: The Board reviews Finance and Administrative Operations:

● Jessica presents Year-End closing and second quarter YTD reports from Trinet (PEO), including a Workforce Tenure report, Benefits Benchmark comparison, Benefit contributions, employee/employer cost analysis, benefits participation (above 50% enrolled), workforce pay comparison, as well as the retirement overview . Since this partnership with TriNet is recent, we do not have historical data from 2024; next year will have additional data to compare. Jessica also highlighted a total income comparison chart, a total expenses comparison chart, a cash flow trend chart, and information regarding assets and liabilities.

- Financial Reports are reviewed (see addenda):
 - Profit & Loss comparison review



- Office Lease expenditures are reviewed.
 - Conference room rental charges are explained (annual Life Skills Camp at STARS accounts for most of this expense).
 - Outside professional services are explained (printer, copier, and snow removal).
 - Background check expenses are higher due to driver turnover. Lots of effort on the transportation line item to get the 3 vehicles in good working order.
- Balance Sheet reviewed
 - Dan explains this report is a snapshot of what finances look like at a point in time and the report is showing nothing alarming.
 - Dan points out the only remaining liability of \$41,000 to the State of CO and updates the Board regarding his communication efforts and the status of negotiations.
 - Accounts Receivable Aging Report is presented with no questions from the Board.

Dan moves to approve the NWCCI Financials as presented with Current Assets of \$ 789,387.29; and net income at \$120,100.96.

2:22pm: Programs, Activities and Personnel

Board/Staff Interaction - NWCCI Staff Leo Santos and Evan Shockley join the meeting and present to the Board. Leo has been working for NWCCI in Summit County since 2019. Evan has been working in Summit (with) Leo and in Grand (with Joy McCoy) since about the same time, both are Independent Living Coordinators with a youth services focus. Highlights of the discussion include Evan's efforts with results of an increase in consumers and services west from Hot Sulfur Springs to Kremmling. Both work with consumers and agency/organization partners as subject matter



experts in assistance with benefits applications, involved with the NWCCI Life Skills youth leadership camp and are alumni of the inaugural CO Statewide Youth Leadership Forum. Individually and with each other, Leo and Evan are successfully establishing and expanding collaborative relations with schools/educational partners, the Division of Vocational Rehabilitation, transportation providers, food justice, bureaucratic agencies, community based organizations and more. Leo is the NWCCI bilingual liaison and translator for consumers and families. Evan recently wrapped up his term of service as the elected president for the Statewide Independent Living Council. Leo has become the recognized representative of NWCCI operations in Summit County and both are respected members and mentors for Independent Living in Colorado.

- Mike updates the Board on Nursing Home Transition Program activities and State Budget cuts and responds to questions about NWCCI operational contingencies.

2:45pm: Strategic Planning Updates

- Board Recruitment
- Meeting with Rocky Mountain Health Plans to introduce Mike as NWCCI Co-Director.
- On track with timely deliverables, per the strategic plan timeline.
- Co-Director Job Description is presented - Craig moves to approve the Co-Director position description as presented with grammatical corrections Lisa seconds, motion passes unanimously.

2:55pm: Craig motioned to adjourn, Dan seconded.