



MINUTES: April 29, 2022

Roll Call

The meeting of the Collaborative Board was called to order at approximately 10:37 AM on Friday, March 25, 2022 as a hybrid meeting.

Collaborative voting members in attendance were:

- Routt County: Beth Melton
- Steamboat Springs: Gail Garey
- Hayden: Ryan Banks
- Yampa: Alternate Sheila Symons
- Community: Sarah Jones
- Community: Steve Johnson
- Community: Geoff Blakeslee
- Community: Tim Wohlgenant

Absent:

- Oak Creek: Nikki Knoebel / Alternate David Torgler

Winnie DelliQuadri, Special Projects and IGS Manager at the City of Steamboat Springs and Scott Cowman, Director of Environmental Health at Routt County, were present as temporary staff support for the Collaborative Board.

Minutes:

The minutes from the March 25, 2022 Collaborative Board meeting were modified to clarify that there was not a quorum, and approved unanimously.

Officers:

The Board elected the following officers:

- Ratification of Beth Melton as Chair and Gail Gail as Vice Chair (motion by Sarah Jones, second by Geoff Blakeslee, passed)
- Treasurer – Sarah Jones (motion by Tim Wohlgenant, second by Geoff Blakeslee, passed)

Bylaws:

The Collaborative Board reviewed the bylaws as edited by the Routt County and City of Steamboat Springs legal staff and made minor changes to the document. The bylaws will be sent out for review and approval at the next meeting.

Partner Contributions:

The board noted that the Intergovernmental Agreement required each partner to make a financial contribution. Mathew Mendisco noted that Hayden had budgeted \$1,500 for the Collaborative board in 2022. The board supported this contribution. Sheila Symons from Yampa noted that she would review the budget to identify a contribution. The board directed that this item be placed on the May agenda.

Civic Spark Americorps Volunteers:

The Collaborative Board reviewed the opportunity to apply for an Americorps Volunteer to work on climate action. It was noted that the program is new to Colorado, would likely be annual, would require a local government or nonprofit host for each position, a climate action related scope of work, and a \$29,000 partner contribution and would result in an Americorps volunteer for 11 months. The deadline is June 1 with the volunteer beginning in September. The board discussed the opportunity and noted their interest. The board determined that the opportunity was premature, and that the Collaborative Board was not ready to take on this opportunity at this time. The consensus was to add this to the May agenda.

Working Group Formation – prioritize order of groups:

The board discussed the different

Staffing Proposal Review and Evaluation:

The board held a discussion on conflict of interest. Gail Garey noted that she serves on the YVSC board. Sarah Jones also noted that she served on the YVSC board. Mathew Mendisco reviewed the Town of Hayden conflict of interest policy and noted that this was not a conflict for the Town of Hayden, as the Collaborative Board was advisory to the Town Board, who would make the actual award and contracting decision. Beth Melton suggested that Gail Garey and Sarah Jones be involved in the discussion, however not vote. The board agreed to this approach. It was clarified that Scott Cowman's wife was named on the YVSC proposal, and that strict recusal would require stepping out of the room. Scott Cowman volunteered to recuse himself and left the meeting.

The Yampa Valley Sustainability Council provided the only proposal to the RFP. Mathew Mendisco, as staff for the Town of Hayden as fiscal agent, provided a staff review of the proposal which found YVSC to be qualified, however the cost of the proposal was over the amount of funds available. The board discussed the YVSC proposal and its merits. The general consensus was that the proposal was of high quality. It was noted that the proposal was over budget, and that it included items not within the scope of work of the RFP, and there were several questions. The board formed a consensus to interview YVSC and request the proposal to be revised to meet the current budget.

The board appointed Steve Johnson, Ryan Banks, Tim Wohlgenant, and Beth Melton to a committee to work with Town of Hayden staff Mathew Mendisco to interview and potentially negotiate with YVSC for staffing support of the Collaborative Board.

Next Meeting

The next meeting will be from 10:30 AM – 12:30 AM on Friday, May 27, 2022.

Adjournment

The meeting adjourned at 12:17 PM.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Winnie
DelliQuadri. Approved 22 Day of July, 2022.