



Mission Statement: Living Independently for Today & Tomorrow, Inc. is committed to empowering persons with disabilities to live freely and equally in Southeastern Montana through the provision of independent living services which reduce societal barriers.

**Bimonthly Meeting Board Meeting
1201 Grand Avenue #1
Billings, MT 59102**

**September 8, 2020 (Tuesday)
4:00pm -6:00pm
(406) 259-5181**

Agenda

This meeting will be held via ZOOM.

The invitation & link to the ZOOM meeting are found at the second page of this Agenda.

I. Call to order:

- | | |
|-------------------------------------|---------------|
| ➤ Check In/Quorum | Board Members |
| ➤ Approval previous meeting minutes | Motion |
| ➤ Reviewal and Approval of Agenda | Motion |

II. Old Business:

- Discussion of old business

III. New Business:

- | | |
|---|---|
| ➤ Introduction of new employees to the Board of Directors | Brooke Brandt
Sandy Taylor
Gary Parkins |
| ➤ Executive Director (ED) Report-Summary | Carlos |
| ➤ Finance Director Summary/Finance Update | Dianne |
| ➤ Approval of amendment to the personnel policies to say | Carlos/Dianne |

“PTO must be taken in increments of at least four (4) hours with the exceptions of scheduling medical related appointments which can then be requested in one (1) hour increments or more as needed.”

- | | |
|---|---------------|
| ➤ Approval of description of LIFTT’s Independent Living Core Services | Carlos |
| ➤ Questionnaire about the status of LIFTT’s Independent Living Program | Carlos |
| ➤ Changes in the structure of the IL Program | Carlos |
| ➤ Steve Woodard retired on July 31, 2020 | |
| ➤ Steve Woodard agreed to return as IL Program Quality Control/Data Manager | |
| ➤ Brent Morris stepped down from his position as IL Program manager | |
| ➤ Freda Mook became the interim IL Program manager | |
| ➤ Ratification of end of Work from Home Period | Carlos |
| ➤ Ratification of changes in LIFTT’s Independent Living Program | Carlos/Dianne |
| ➤ Ratification of LIFTT’s Contract with BluePrint (New Phone System) | Carlos/Dianne |
| ➤ Ratification of LIFTT’s North Western Energy Rebate Application | Carlos/Dianne |
| ➤ Ratification of LIFTT’s engagement letter with Newland & Company | Carlos/Dianne |



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- Grant from the Billings Community Foundation – **Echo Dots with Alexa** Carlos
- LIFTT's first edition of **the Newsletter** Carlos
- Other businesses

- IV. **Secretary/Treasurer's Report:** Paula
- V. **Public Comment:** Public
- VI. **Next Meeting:** **November 2020**
- VII. **Adjournment:**

Carlos Ramalho is inviting you to a scheduled Zoom meeting.

Topic: **September 8, 2020 Meeting of the Board of Directors**
Time: **Sep 8, 2020 04:00 PM Mountain Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/84638089074>

Meeting ID: 846 3808 9074

One tap mobile

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Meeting ID: 846 3808 9074

Find your local number: <https://us02web.zoom.us/u/kbFKTVKrkQ>