Equal Justice Authority (EJA) Board
Minutes Board Meeting
July 7, 2025

I. Welcome

1. The meeting was convened at 4:03pm by board chair Matt Baca and was conducted via Zoom.
2. The following board members and staff were present:
    a. Matt Baca, Toni-Anne Nunez, Charlie Willman, Ceasar Jimenez, Allison Esser, Renzo Reategui, Lauren Peach, and Elise Bechthold (staff).
3. No members of the public were present.

II. Approval of Minutes

1. Charlie made a motion to approve the minutes and Toni-Anne seconded. The minutes of the June 9, 2025, board meeting were approved unanimously with no changes.

III. Review Grant Award Meetings & Disbursements

1. Elise reviewed the award meetings and disbursements. She met with each awardee for a ten-minute discussion where she reviewed the terms and conditions of the grant, explained why the final award amount will slightly increase, emphasized that this is the first year of funding and thus should not be counted on for subsequent years as certain elements may change, answered all awardee questions, and collected ACH information.
2. Charlie and Elise facilitated the awards via ACH on June 26 for July 1 disbursement.
3. Matt asked if any awardees expressed displeasure with the funding amount they received. Elise shared that once or twice an awardee asked how much they received in comparison to others and inquired if all award amounts would be publicly shared.

IV. Financial Update

1. Charlie reviewed the board's current finances and said to reference the links Elise sent to the General Operating Budget, monthly Equal Justice Fee revenue spreadsheet, and the link to the final grant awards. EJA disbursed $1,700,347 in grant awards on July 1.
   All 3 insurance policies have been received and are in the shared folder.
   The Colorado Access to Justice Commission (ATJC) bookkeeper will provide monthly financial spreadsheets as checks and balances to Charlie and Elise's tracking. Those will be uploaded to the shared folder once received. The first one is available for board review and was referenced in the board email Elise sent.

V. FY2025-2026 EJA Board Plan

1. Elise reviewed the FY2025-2026 Plan she created for the board. The content of the plan was informed by board suggestions and requests, statutory requirements, and contracted ATJC staff. Activities include reviewing the first year grant process to identify areas of success and improvement opportunities, creating a website, and preparing for the next round of grant funding.

1. Lauren thanked Elise for putting together the plan and asked what about the internal controls policy listed in the plan.
    a. Elise shared that developing an internal controls policy is a best practice for financial management and security. It was also noted by insurers as a way to potentially save on annual premiums in the future. The board has limited internal controls policies now, but there is room for improvement and formalization.
2. Judge Esser asked if there was a way to include everyone in the lessons learned document, especially for discussion on the rubric.
    a. Elise shared that she plans to create a shared document where everyone can contribute to lessons learned and set aside time at the next meeting for this discussion. The board supported this idea.
3. Matt expressed support for the plan.

4. Upcoming projects listed on the plan
    1. Elise will create a framework for the lessons learned document.
    2. Charlie and Elise will begin working on ACH and ICON follow-up with judicial districts.
    3. The board expressed support for developing the EJA website and asked Elise to create a framework and present it to them for their review and edits.

VI. Open Discussion

1. Board Member updates
    1. Toni-Anne has accepted a new position serving as the Director of Development for Court Appointed Special Advocates (CASA) of Gilpin County. She is excited for this new opportunity and will share her updated email with the board.
    2. Charlie was sworn in as the new president of the Colorado Bar Association (CBA) about a week ago.
2. Summer/Fall EJA Board Gathering
    a. Lauren suggested a board gather in late August.
    b. The board decided on Monday, August 25^{th}. They will hold the board meeting at 3:30pm and the board gathering at 4:30pm.
    c. Charlie will follow up with the CBA to see if they have a space available for the board meeting.
3. The next EJA Board meeting will be on August 25 at 3:30 p.m.
    a. The board discussed meetings for the remainder of the year and decided on two dates following the August meeting:
        1. October 27 at 4pm
        2. December 8 at 4pm

VII. Adjournment

1. The meeting was adjourned at 4:39pm.