

Equal Justice Authority
Board Meeting
November 5, 2025

- I. Welcome
 - A. The meeting was convened at 3:34 p.m. by board chair Matt Baca. The meeting was held in-person at the Colorado Bar Association and also streamed on Zoom.
 - B. Board Members and Staff Attendance
 - 1. Matt Baca, Allison Esser, Toni-Anne Nunez, Renzo Reategui, Charlie Willman, and Elise Bechthold (staff).
 - 2. No members of the public were present.
- II. Approval of Minutes
 - A. Toni-Anne made a motion to approve the minutes and Renzo seconded. The minutes of the August 25, 2025 board meeting were approved with no changes.
- III. Financial Snapshot
 - A. Through October, EJA has received just under \$1.5 million in revenue fees.
 - B. Charlie and Elise are following up on competitive interest rates to see if there are better options for EJA and will keep the board updated.
 - 1. As the COLTAF appointee and having recently worked on this issue, Matt offered to be of assistance.
- IV. Updates
 - A. Website
 - 1. The EJA website—www.coloradoeja.org—went live on October 28.
 - 2. Elise requested that board members review the policies at the bottom of the website and provide any edits or feedback.
 - 3. The board suggested Elise add language to the website for current grantees to remind them of their report due December 1.
 - B. Mid-Year Grantee Report Update
 - 1. Toni-Anne, Elise and Elisa Overall worked collaboratively to create and edit the mid-year grantee report. The report was sent to grantees on October 31 and is due by 9am on December 1. Elise is addressing questions from grantees as they come in.

2. The board expressed satisfaction with the reporting form.
3. Elise mentioned the legislative report due on January 1, to be informed in part by the mid-year grantee reports. She intends to have a draft prepared for the board's review at the December meeting.
 - a) Matt will follow-up to determine who the report needs to be sent to—likely the Speaker of the House, Senate President, and judiciary committee chairs.
 - b) The board discussed and agreed to publish the legislative report to the EJA website in January.

V. For Review

A. Draft Internal Controls Policy

1. The board reviewed the draft Internal Controls Policy for edits. Edits included adding a section on physical checks, adjusting language around deposit procedures, and clarifying language on the email and device security section.
 - a) All board members in attendance confirmed they have a minimum of one security feature (password, fingerprint, etc.) on each device they use to access the EJA shared folder.
 - (1) The board asked Elise to follow up with board members Lauren and Cesar via email to ensure they are also compliant with this policy.
2. The board voted to approve the Internal Control Policy with the discussed amendments. Charlie made a motion to approve and Toni-Anne seconded the motion. The board voted unanimously to approve the policy with its discussed amendments.

B. Draft Values Statement

1. The board reviewed the statement, highlighting that it must reflect statutory language and requirements. Judge Esser suggested adding “qualified” to the statement before “civil legal aid providers” and the board agreed.
2. The board voted to approve the EJA Values Statement with the discussed change. Charlie made a motion to approve and

Toni-Anne seconded the motion. The board voted unanimously to approve the EJA Values Statement.

VI. Open Discussion

A. Next Meeting: Monday, December 8 at 4:00 p.m. via Zoom.

1. Legislative report

a) Tonie-Anne & Judge Esser volunteered to join Elise in drafting the report for the board's review at the December meeting.

B. The board discussed reviewing appointing authorities in light of board member employer transitions throughout the year.

1. The board agreed to add this topic to their January agenda, in alignment with the annual vote to appoint board leadership.

C. Legislative update

1. Matt provided a brief legislative update for the board. He alerted the board that the license plate initiative has enough signatures, however a bill is unlikely to be run during the 2026 legislative session. He also shared that there has been ongoing conversation about FVJF and ELDF moving under EJA, however no decisions have been made as to whether this will proceed through the legislative process in 2026.

VII. Adjournment

A. The meeting was adjourned at 4:39 p.m.