Equal Justice Authority
Board Meeting
April 15, 2026

I. Welcome
   A. The meeting was convened at 4:03 p.m. by board chair Matt Baca and conducted via Zoom.
   B. Board Member and Staff Attendance
      1. Matt Baca, Allison Esser, Cesar Jimenez, Toni-Anne Nunez, Lauren Peach, Renzo Walton Reategui, Charlie Willman, Emo Overall (staff), 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 Cesar seconded. The minutes of the March 18, 2026, board meeting were unanimously approved with no changes.

III. 2026 Grant Discussion
   A. Update on Grant Application Release
      1. Two applications have already been received. Elise and the board have been answering email questions as they've come in.
      2. The grant announcement was sent to an extensive listserv, thanks to the marketing and outreach support of Toni-Anne. Elise will send follow-up reminder emails prior to the application closing.
   B. Grant Award Materials
      1. Grant Agreement
         a) Cesar reviewed the additions and edits he and Elise have been working on for the 2025 grant agreement. These changes included requesting more data in the mid-year and end-of-year grant reports. The requested data mirrors the questions in the grant application, which helps track data changes while also not increasing the reporting burden on grantees. They've also included a section of important dates, and updated the funding compliance section to add more clarity for grantees.

(1) Matt said the updated grant agreement looked great and he appreciated the balanced approach of gathering data and information from grantees while not increasing their reporting burden.

(2) Charlie highlighted the tight turnaround required for returning signed grant agreements and completing electronic fund transfers by the July 1 statutorily required date.

(a) The board discussed when signed award letters must be received and decided on Friday, June 26th.

2. Award & Decline Letters
   a) The board directed Elise to require the W9 tax form in the Bill process.
   b) The board agreed to conduct award letters the same as the previous year; this includes an initial award letter and a final award letter. This allows grantees to have appropriate documentation.
   c) The board agreed to repeat the onboarding 2025 onboarding meetings for 2026 awardees. One or two board members will attend as able.
3. Toni-Anne made a motion to approve the grant agreement documents, including the agreement, award letters, and decline letters. Allison seconded. The motion was unanimously approved.

C. Formula

1. The board discussed and approved an update to the award distribution formula. The board considered organizational size and capacity in its deliberations and confirmed that all statutory requirements, including the requirement to consider organizations with fewer than ten attorneys, are met through both the rubric and the formula. The board agreed the updated formula better reflects organizational capacity and represents a more appropriate allocation than the previous year's approach.

2. Charlie made a motion to approve the updated formula. Toni-Anne seconded the motion. The motion was unanimously approved.
3. The board acknowledged an ongoing obligation to revisit the impact of the formula update.

IV. Old Business

A. Financial Update

1. Overview of Current Finances
   a) At the close of this month, EJA should have approximately \$3.6M and is averaging about \$366k/month in revenue. Interest accrual is expected to exceed the estimate by about \$10k. Net distribution should be just above \$4M.
   b) Charlie and Elise have been working with Bill.com to set up electronic payment for 2026 grantees. The overall cost may be higher than originally anticipated, but Charlie noted it is a much better system for maintaining records and is worth the additional cost.
2. Insurance Dues
   a) Charlie and Elise have been working on renewing the board's three insurance policies. They currently have questions into the broker about a change in price.
   b) Per the EJA Rules of Procedure, the board is required to vote on expenditures above \$5,000.
      (1) Allison made a motion to approve the purchase of insurance for 2026 up to \$8,500. Toni-Anne seconded. The motion was unanimously approved.
3. Toni-Anne shared that she met with Emo regarding renewing the staffing contract with the Colorado Access to Justice Commission (ATJC). She will speak in more detail on this at the next board meeting in advance of a board vote.

B. Legislative Update

1. The licence plate bill has been introduced and went through its first committee. CLS and ATJC staff were present to testify.

V. New Business

A. Next Meeting
   1. The board decided to reconvene in June. The application review committee will meet during this time.
   2. The next meeting is on June 15 at 4:30 p.m. for award review and vote.

VI. Adjournment
   A. The meeting was adjourned at 5:01 p.m.