Equal Justice Authority
Board Meeting
August 25, 2025

I. Welcome
   A. The meeting was convened at 3:31 p.m. by board chair Matt Baca and conducted via Zoom.
   B. Board Members and Staff Attendance:
      1. Matt Baca, Allison Esser, Cesar Jimenez, Toni-Anne Nunez, , Lauren Peach, 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 Allison Esser seconded. The minutes of the July 7, 2025, board meeting were approved with no changes.

III. Financial Snapshot
   A. Charlie provided an update on the finances, informing the board that monthly revenue is trending higher than anticipated this summer. As this is the first year of revenue collection, the board is still working to understand financial trends. Fiscal year-to-date expenses are as expected, including billing from the Access to Justice Commission and website expenses.

IV. Grant Retrospective Document
   A. Elise reviewed the highlights of the grant retrospective document, focusing on considerations for the rubric. The board discussed clarifying application questions for next year around staff attorneys, pro bono attorneys, and contracted attorneys and how to appropriately weigh/score the responses.
      1. Renzo highlighted the many hours pro bono attorneys and non-attorney legal staff often provide on cases and how those hours are important to capture in funding considerations. Toni-Anne agreed this would be important to discuss and also mentioned the role of Licensed Legal Paraprofessionals (LLPs). Allison suggested those points could be weighed similarly to how education, brief, and full legal services were scored. The

board further discussed the statutory wording and decided all of these considerations would need to be reviewed by the board in early 2026 when developing the rubric.

B. The board discussed the funding spread of successful applicants. Cesar noted it is more traditional to request a proposed budget from applicants. Matt agreed, however noted that the statute requires that the grant be formula based.

C. Elise mentioned she will work towards administrative changes to ensure the process continues to run smoothly in the second year, including bringing options to the board to automate banking information collection. Charlie highlighted that a clean-up bill may need to be run in the future. Matt suggested the board consider that for the 2027 legislative session.

V. Website Proposal

A. Elise reviewed the website proposal document that was sent to the board, including the proposed color palette, typography, website content, security features, accessibility considerations, maintenance plan, and financial commitments.

1. Charlie highlighted that outside website design is expensive and utilizing Elise's abilities is a great savings. Matt echoed this sentiment.
2. The vote discussed logo options and unanimously agreed on option 2. Matt highlighted the synergy between the column on the logo and on the proposed license plate.

B. Content:

1. The board agreed the content should be kept minimal and built out as needed over time.
2. Elise requested guidance on how the board would like to provide edits and feedback. Elise will look into options to streamline this process.
3. Matt volunteered to serve as an additional administrative user on the website.
4. The board was happy with the creative direction of the website and supported Elise in moving forward with building it.

VI. Open Discussion

A. Upcoming Meeting Dates & Times
    1. The Board decided to change the October 27 meeting to Wednesday, November 5 at 3:30 p.m. to better accommodate schedules.
    2. The December meeting will be on Monday, December 8 at 4:00 p.m.

B. Volunteers for Pending Projects
    1. Reimbursement Policy
        a) Charlie and Lauren volunteered to assist Elise.
    2. Internal Controls Policy
        a) Charlie and Lauren volunteered to assist Elise.
    3. Values Statement
        a) Matt and Toni-Anne volunteered to assist Elise.

C. Legislative Updates (Matt)
    1. FVJF & ELDF funds may, in the future, reside under EJA. Should this change occur, it will impact EJA's work. Matt will keep the board updated on this conversation.
    2. Enough signatures have been collected for the license plate! This project will fall under EJA and will require additional work and oversight from the board. This effort may still be a year or more away in implementation.

D. Board social gathering
    1. The board decided to host a social gathering at 4:30 p.m. at FIRE after the next board meeting on November 5th at 3:30 p.m. at the Colorado Bar Association (1290 Broadway, Suite 1700, Denver, CO 80203). A Zoom option will be available for members of the public.
        a) Charlie will follow-up on booking a space at the Colorado Bar Association.

E. Mid-Year Grantee Report
    1. Toni-Anne & Elise will complete the mid-year grantee report survey and send it to grantees by 11/1/25.

VII. Adjournment

A. The meeting was adjourned at 4:26 p.m.