



BOARD OF DIRECTORS MEETING MINUTES – APRIL 30, 2024

PRESENT FROM BOARD:

Dave Hayden, Tawny Espinoza, Randy Brown, Krista Ubersox, Kevin Fitzgerald, Jeff Franklin, Brandi Laubhan, Tamara Krizman, Mike Nordine

EXCUSED ABSENCE(S):

Terry Pickens, Justin Aubert

PRESENT FROM STRIVE:

Grant Jackson, Mary Anne Lawrie, Chris Bergquist

OVERVIEW OF MEETING
Minutes were presented and approved.
Grant provided state and organizational updates.
Financials were reviewed and accepted.
The Nominating Committee provided an update on the upcoming election.

A quorum was achieved at 12:01 p.m.

MINUTES FROM 03/26/2024

Minutes were presented.

It was M/S/P (Brown/Espinoza) to approve the March minutes.

Prior to Grant's report, Dave informed members that Mike and Terry have officially resigned from their positions as board members. The Nominating Committee will be seeking new members to join and are open to receiving any recommendations for potential board members.

PRESIDENT/CEO REPORT

Grant updated the Board on the CCB designation process with emphasis on the upcoming deadline for submitting a letter of intent to continue as the CCB for another 10 years. In addition, Grant has had several conversations with our neighboring CCB in Delta/Montrose about potentially taking on their designation, pending approval from both organizations and State. This led to a lengthy discussion on the potential expansion to a larger region, addressing concerns about travel, staffing, funding, and the potential benefits and risks of expansion, positive and negative impact of local funding, and highlighting on the role and responsibilities on being designated as a CCB.

Grant announced the hiring of a new Behavior Director who has experience working with adults intellectual/developmental disabilities. He will be based out of Salt Lake

City and plans to make quarterly visits. He is scheduled to visit next month and spend a couple of days visiting the sites and meeting the individuals.

We have run into some snags with the one-on-one programs when an individual is out for a day or an extended period. We continue to pay staff even if the individual did not attend along with not being able to bill for those days they called off. Leadership Team is working on some possible solutions to resolve the issue. A question arose when an individual is absent, is there a way to flex the employee to another program? Grant responded there are other opportunities for employees to work at other programs. The only drawback is there are a few employees that are skeptical about bouncing around since they were specifically trained for one program, but we are working on getting this worked out.

The Host Home Department continues to conduct monthly "Host Home Day" trainings. These trainings address topics ranging from the importance of documentation to financials. They are also working on other activities throughout the year to bring providers together and build their little network of support.

The topic turned to the Project Search Program. The first year will be over on the last day of school. On a positive note, three of the five interns have secured permanent jobs once they graduate. Community Hospital is hosting a "Graduation Day" on May 14th. Grant will forward the announcement to members. This led to a conversation emphasizing the need to recognize the efforts of the community partners.

Staying on the employment topic, our Employment Consultants, (Job Coaches), received major kudos from our state partners at the Department of Vocational Rehab, who plainly stated that our team is the best team in the area to work with. They continue to build tremendous relationships with businesses in providing opportunities for individuals to seek regular employment.

We continue to work on improving our programs to make them more meaningful to the individuals we serve. Our major focus right now is 508. Pixel was relocated to the site from downtown and appears to be doing very well. We are also in the process of turning some of the vacant offices into sensory rooms. One room is just about completed and focus on the ocean with different activities that match the theme. CMU interns and community partners assisted with design and seeing it come to fruition. An Open House will be held in the near future.

The Uniquely Yours' Team has been bouncing around ideas and have come up with a vision to transform it into a business by selling customized products, involving local artists, and providing opportunities for individuals to learn production techniques. Alida's and Woodshop products will also be displayed at the store. They are currently reviewing the different equipment that will be needed.

The State has also selected us as the Early Intervention (EI) Provider and Chris is currently in the process of negotiating the rates. Chris provided an in-depth explanation relating to the RFP inclusive to the detailed budget request, the State's objection to certain budget items especially with the administrative costs, what other CCBs are experiencing with State, the need for these services in the community, the number of referrals received, etc. Chris will continue to negotiate with State until the rate issue has been resolved. One member will check on possible collaboration with Department of Health for EI services.

FINANCIAL REPORT

Chris reviewed March financials. Operating income reflects a \$35K deficit. Adding the gain of extraordinary items back in leaves a net income at a \$21K loss. From a year-to-date perspective, operating income reflects a \$68K deficit. Adding donations and gain on sales back in reflects a net income of over \$1 million.

Revenue is slightly over forecast. When reviewing the graph, it is noticeably clear that revenue has declined over the year due to individuals and Case Management moving to other agencies.

Personnel expenses are under forecast. With the majority of Vocational programs transitioning to the one-on-one model, we are having to hire additional staff. This figure will increase once all the positions have been filled.

Operating expenses are slightly above forecast due to some remodeling costs and other unanticipated repairs.

Operating income is close to forecast. Net income is similar to operating income.

Actuals through February were reviewed along with projections for the remainder of the year. Chris expects a \$110K loss through the remainder of the year.

Attention turned to the following Metrics:

- Behavior is close to target.
- Vocational is above target.
- Staff occupancy is under target.
- Operating costs are under forecast.

Nothing noteworthy on the balance sheet to discuss.

One member expressed concern over the operating income and the impact staffing levels has on it. This led to an in-depth discussion involving the one-on-one models, concerns over continued losses, and a breakdown of program performance. A suggestion for the Finance Committee to conduct a deeper analysis of the profit and loss statements along with creating additional slides to highlight the programmatic areas.

It was M/S/P (Coleman/Fitzgerald) to accept the financials as presented.

OTHER NEWS

Brandi shared a personal update and announced the success of her business.

It was M/S/P (Ubersox/Espinoza) to adjourn the meeting at 1:18 p.m.

Secretary

Date