



**BOARD OF DIRECTORS MEETING MINUTES – DECEMBER 9, 2025**

**PRESENT FROM BOARD:**

Tawny Espinoza, Randy Brown, Brandi Coleman, Justin Aubert, John Flanagan, Dave Hayden, Jeff Franklin, Krista Ubersox, David McKendry, Tamara Krizman

**PRESENT FROM STRIVE:**

Grant Jackson, Mary Anne Lawrie, Chris Bergquist, Heather Parga, Megan Wurth

<b>OVERVIEW OF MEETING</b>
No conflicts of interest were identified.
Minutes from previous meeting were reviewed and approved. Minutes from the Executive Session were also reviewed and approved
Updates were provided on the donor pledge and solar panels.
Departmental Updates were provided by Residential and HR Directors
Open discussion on establishing the Board meeting agenda, facilitating strategic planning and goal setting initiatives, and revising financial reports for clarity using bullet points.
An Executive Session was held to discuss personnel issues.
The Financials were reviewed and approved.

A quorum was achieved at 12:14 p.m. and the meeting was called to order. No conflicts of interest were identified.

**BOARD MIINUTES AND EXECUTIVE SESSION MINUTES FROM 10/28/2025**

Minutes were presented.

**It was M/S/P (Ubersox/Coleman) to approve the Board and Executive Session minutes from 10/28/2025 meeting as written.**

**OLD BUSINESS**

Solar Panels – Nothing new to report.

Donor Pledge – Chris informed members that he is in the process of emailing the donor to inquire about his pledge repayment for next year. Donor made the first installment in February 2024, and this would be a reminder that the second payment will due be soon.

One member wondered the status of the guardian complaint. The Chair reported the issue was investigated and unsubstantiated. Correspondence was sent to the guardian notifying them of the outcome of the investigation. There has been no further contact from the

guardian.

Grant opened the floor up for any further discussions on old business items. Old business items will be included on future agendas until they are resolved.

## **DEPARTMENT UPDATES**

### **Residential**

Meghan updated the Board on the stability and growth of provider networks. Over the past two years, the number of **Host Home Providers** had fluctuated. The organization is now successfully maintaining provider numbers in the eighties.

Growth has been notable in the **Personal Care Alternative (PCA) program**, which currently serves ten individuals, up from four at the start of Meghan's tenure. Management is considering hiring an additional Host Home monitor if these service numbers continue to rise.

### **Provider Committee Activities**

The newly formed Provider Committee held its inaugural meeting in October. The committee is focused on developing more learning and training opportunities for providers, which will also incorporate Host Home monitors.

- One Host Home monitor completed a specialized "Sexuality and Healthy Relationships" training tailored for individuals, families, and guardians. This training has been delivered in several sessions, with one more scheduled for the current month.

### **Culture Committee Initiatives**

The Culture Committee reported on recent engagement activities:

- **Company Picnic:** The committee presented light-hearted, peer-nominated awards to staff during the annual picnic.
- **Christmas Party:** The committee plans to present professional recognition awards at the upcoming Christmas party.
- **STRIVE Store & Point Program:** The new online STRIVE store is operational, allowing staff to purchase branded merchandise. A "point program" has been implemented, allowing staff who receive recognition awards to accumulate points redeemable for merchandise.

Board members commented favorably on the success and positive improvement in the organization's culture driven by these initiatives, noting a perceived correlation with improved employee retention.

The Committee is also collaborating with Community Hospital to provide employees with wellness awareness opportunities.

## **HR**

### **403(B) Presentation**

The representative visited in May for a presentation in addition to offering individual one-on-one meetings. Noone attended the presentation, but his individual one-on-one meetings were booked. The same scenario occurred on his visit in September. The one-on-one meetings are the most successful and will look at this format moving forward. His next visit

will be early next year and will look at conducting meetings at our individual sites.

### **SHRM (Society for Human Resource Management)**

Kelly and Heather attended a Blueprint conference in Louisville, KY which focused on inclusion strategies. They presented their learnings regarding the importance of individual employment models to approximately 50 HR professionals in Western Colorado during the November local SHRM meeting.

### **Performance Evaluations**

The organization has implemented an electronic performance system through Paylocity. Starting in 2026, evaluations will be spread throughout the calendar year rather than all due in April to manage supervisor workload more effectively. Heather clarified the performance evaluations are for efficiency and compliance with state requirements; they are not directly tied to merit raises, which are managed separately as cost-of-living adjustments (COLA).

### **Staffing & Retention**

- Current openings have diminished, indicating improved retention rates over the last year.
- Hiring practices have resulted in a better quality of new hires, with fewer disciplinary issues noted in recent months.
- Wages and benefits have been adjusted to become competitive with other local agencies.
- The organizational culture and program quality are seen as key differentiators in retaining staff.

### **Current Openings**

- Two Direct Support Professional (DSP) openings and one position in the Woodshop program. Alida's seasonal worker at the mall would like to transfer to the Woodshop once the kiosk is closed.
- Children's Extensive Services (CES) & Supported Living Services (SLS) hired three new staff, part & full-time, for respite care.

### **VOCATIONAL**

- Woodshop – A new supervisor, from Hilltop, has made a significant positive impact, getting the shop running effectively, including cornhole board production.
- Sugar & Ice – The employee-run coffee shop is operating successfully.

### **BEHAVIOR**

- Lisa Reitz (BCBA) has joined the organization from the school district. A contract is in place with Ariel for supervision while Lisa works toward her BCBA certification, after which she will assume the Behavior Director role.
- Behavior Line Staff must achieve Registered Behavior Technician (RBT) certification (40 hours of training) before services can be billed. A deadline of January 1<sup>st</sup> was noted for staff to complete the training before new testing requirements are implemented. The department is actively ensuring all staff meet this compliance measure.

## **PRESIDENT/CEO REPORT**

Grant's written report was provided to members in their packets. Grant utilized this time to conduct an open forum seeking input on the type of programmatic updates members would like to see presented at monthly meetings. Moving forward, Grant proposed that one department provide a detailed program report each month, delving into specific highlights, state mandates, trends, and detailed financial analyses to facilitate more valuable and informed conversations. Members emphasized the importance of receiving written, bullet-point summaries of key points to aid tracking progress and decision-making. Members offered several suggestions for improved reporting and accountability:

- **Strategic Goal Tracking:** One member recommended integrating initial strategic goals (developed during the July/August budgeting session) into subsequent quarterly reports. This integration would enable members to track progress, understand the rationale behind shifting goals, and provide ongoing feedback on objective feasibility.
- **Accountability and KPIs:** The group discussed and agreed on the necessity of developing Key Performance Indicators (KPIs) and creating an accountability chart to clarify roles and responsibilities. These items are slated for in-depth discussion at the Strategic Planning meeting scheduled for February.
- **Financial Reporting Enhancements:** The group requested that Chris provide summarized financial information during Board meetings rather than repeating the full presentation given to the Executive Committee. Recommendations for clearer, more effective financial reporting formats included:
  - Visualizing revenue using three clear data points: Actuals, Forecasts, and the original budget anchor.
  - Including brief narratives to explain variances (e.g., "Forecast rose due to X").
  - Focusing on specific, measurable KPIs for accountability purposes.

Due to time constraints and the need for an Executive Session, the group requested a temporary adjournment of the business meeting to proceed into Executive Session.

**It was M/S/P (Hayden/Espinoza) to adjourn the business meeting at 1:17 p.m. and proceed into Executive Session.**

**The business portion of the meeting reconvened at 1:24 p.m.**

## **FINANCIAL REPORT**

The financial reporting process was discussed and amended as noted above. The Chair moved that the Board approve the October financials, after which Chris would report on the month's highlights.

**It was M/S/P (Ubersox/Franklin) to approve the October financials.**

Brandi provided an update on her cookie business. She thanked Grant and MaryAnne for allowing her to host a cookie tasting event at 790, which generated several holiday orders.

She also expressed appreciation to Styles for creating a business sign, cards, and stickers, and shared her hopes for hosting more events next year.

**The meeting adjourned at 1:32 p.m.**

Respectfully submitted,

MaryAnne Lawrie  
Senior Executive Assistant

**Minutes were approved (Franklin/Espinoza) on 1/26/2026**