



BOARD OF DIRECTORS MEETING – DECEMBER 6 2016

PRESENT FROM BOARD:

Scott Coleman, Joe Warner, Jeff Parker, Steve Ammentorp, Jessie Quintana, Jeff Kuhr, Stephanie Keller, Vicki Woods, Tom Motz, Mike Nordine, Marna Lake, Judy Thornburg, Moriah Tarpey

EXCUSED ABSENCE(S):

Connie Mack

PRESENT FROM STRIVE:

Sharon Jacksi, Mary Anne Lawrie, Chris Bergquist, Sarah Johnson

OVERVIEW OF MEETING
The minutes from the previous meeting were approved.
Sharon provided organizational, state and legal updates.
Chris provided the current financial report and accepted by the Board.
Executive Session
Sarah Johnson provided a summation of the Incredible Years Program.

A quorum was achieved and the meeting was called to order at 12:03 p.m. Scott Coleman presided.

MINUTES FROM 10/25/16

Minutes were presented. It was recommended to identify Sarah's last name in the Family Support Services annual report section.

It was M/S/P (Parker/Nordine) to approve the minutes of 10/25/2016 as amended.

CEO REPORT

Prior to commencing the CEO report, on behalf of the Board, Scott commended Sharon and staff involved with CQL on attaining a three-year accreditation. Scott also expressed gratitude to members that attended the final meeting with

CQL. The Board presence reinforced the positive commitment that members have with the organization to the CQL surveyors. Sharon also expressed her appreciation and gratitude to Board participation during the accreditation period. One of the things most rewarding was that the surveyors perceived us a learning organization in regards to addressing areas and concerns and develop solutions in rectifying those issues. They identified nine areas out of forty-five that we need to work on. These were broken down into three areas addressing staff's conception of the rights of individuals, policies and practices in relation to communication with families and natural supports for individuals and staff recruitment and retention along with agency-wide communication. All in all the surveyors were impressed with our organization and suggested that we work towards attaining accreditation with distinction next time.

Sharon has been talking with the Executive Committee in relation to pay increases in order to retain staff in addition to addressing the minimum wage increase. After review of different potential raise iterations it was decided to target three departments and increase their base pay rate. Staff involved would receive an increase if they are currently under the base rate. Pay increases to individuals working in Vocational programs will also receive an increase in coordination with changes to the minimum wage law. In addition, a \$50 bonus will be distributed to staff who have been employed 3 months or less and \$100 to staff who have been employed over 3 months. This information will be communicated to employees at an All-Staff meeting that is scheduled for next week. Sharon will also meet separately with the select groups receiving a pay increase.

In relation to the impact of the new minimum wage law, the State may need to address the issue of extra funding to providers to assist with being in compliance the new wage changes. Alliance is looking at lobbying for a rate increase this legislative session to address this issue.

We have opted to outsource our information technology services to Networks Unlimited. This will go into effect January 1.

The Executive Committee met with legal counsel in relation to the changes in the transparency law pertaining to public meetings, information posted on the public website and e-mails for Board members. Counsel will be attending the January Board meeting to address these changes. During their review, they went over the By-Laws to assure that notice requirements are in compliance with the new law. They are recommending the following changes be made:

- Update all notice requirements and copy of agenda.
- Posting of Board minutes along with documents shared at meeting.
- By-Laws to address public comment guidelines.

- Monthly Executive Sessions to review investigations due to confidential information.
- Sub-committees being limited to less than half of Board members to avoid being open to the public.

Other items council addressed were:

- Update and restate the Articles of Incorporation to eliminate tracking the amendments.
- STRiVE was never registered as a trademark and not a trade name. They will be filing the appropriate paperwork with the Secretary of State.
- STRiVE is currently listed as the registered agent. This needs to be corrected and have a person identified as the registered agent.

As previously mentioned, Council will be presenting these changes to the Board in January.

On a final note, Mesa County notified Sharon that we are scheduled to receive the same amount of funding that we received last year once their budget has been approved.

FINANCIALS

Finances for the past three-months (August, September, October) were reviewed. Revenue is slightly below forecast due to absences in day programs and targeted case management.

Personnel expenses are beginning to trend up due recruitment efforts and decline in open positions. Operating expenses are trending down due to the jump in personnel expenses with positions being filled. There will be an increase in operating expenses due to information technology services being outsourced at the first of the year.

Net income is slightly under budget for October but YTD net income is higher in comparison to last year.

The following departments were highlighted:

- Early Intervention therapy billing efficiencies are down due to staff turnover in addition to the Medicaid rule changing billing from one minute to 7.5 minutes. Therapist currently have a plan to increase their billing efficiencies.
- Family Caregiver is a program similar to Host Homes but an individual enrolled under the comprehensive waiver is living with a family member. This program could expand into a prosperous department if there were more participants.

It was M/S/P (Ammentorp/Parker) to accept the financials as presented.

At 12:51 p.m., an Executive Session was called to discuss confidential information pertaining to investigations.

At 1:00 p.m., it was M/S/P (Parker/Warner) to adjourn the Executive Session and reconvene the business portion of the meeting.

REPORTS

INCREDIBLE YEARS

The program is evidenced base in relation to addressing behavioral problems and strengthening family relationships. The program has been in existence for over 20 years and supported through Invest in Kids who have been a huge support in providing ongoing coaching options to us. There are three different training groups entailing parents, children and teachers. We are only involved with the Parenting group. Our goal is to provide the program to all groups. The workshop is offered two times a year, one in the spring and the other in the fall. The workshop is for 14 weeks. We have also reached out to the Latino community and now are offering the workshop in Spanish. The outcome has been very positive and workshops are usually completely booked in advance. Sarah J. proceeded to review the outcomes for the past 2 years which were very positive. A discussion ensued in relation to the funding resources for the program and the content and goals of the program. Sarah J. is currently looking into funding opportunities to provide a workshop designed especially for children on the autism spectrum since it is completely different than the standard workshop now being offered. Sarah J. will know more about attaining funding for this workshop at the end of the month and will keep members apprised of that outcome. The Board expressed their appreciation and gratitude to Sarah J. for taking the time to provide them with information on the program.

OTHER BUSINESS

Sharon shared the latest organizational chart with members. Changes included the Compliance Officer, Katherine Waterman, reporting to the Board along with Joan now overseeing the Case Management Department. Katherine will start providing monthly updates at the Board meetings.

Heath Care Policy and Financing is auditing the Case Management Department this week.

There were no public comments.

It was M/S/P (Warner/Parker) to adjourn the meeting at 1:30 p.m.


Secretary


Date



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