



BOARD OF DIRECTORS MEETING – JANUARY 27, 2015

PRESENT FROM BOARD:

Joe Warner, Mike Nordine, Marna Lake, Judy Thornburg, Dick Dowell, Scott Coleman, Jessie Quintana, Cathy Staten, Tom Motz, Wendy Schnell, Jeff Kuhr, Jeff Parker, Scott Burnham

EXCUSED ABSENCE(S):

Fred Burmeister, Steve Ammentorp

PRESENT FROM STRIVE:

Sharon Jacksi, Mary Anne Lawrie, Chris Bergquist, Doug Sorter, Sarah Sharp, Sarah Johnson

OVERVIEW OF MEETING
Minutes from 12/10/2014 were approved.
Meeting was adjourned to proceed in Executive Session to discuss personnel issues. The meeting reconvened and a Motion appointing Sharon Jacksi as CEO was approved.
Organizational and state updates were provided
Financials were presented and accepted.
Recommended changes to the following six policies were approved by the Board: #1-13, Retention & Destruction of Billing Notes (New Policy); #6-2; Determination of Eligibility; #6-10; Determination of Eligibility 0-4 (New Policy); #8-1, Family Support Services Program; #8-2, Program & Services Children Under 3, #8-5, Rights for Children 0-3 Years Old Services.
The following policies appeared on the Consent Agenda: #3-16, Blood Pathogens Exposure Control Policy; #3-17 Job Descriptions; #6-9 Maintenance & Confidentiality of Individual Records; #8-3 Placement & Development of IFSPIEP; #8-4, Incident Reporting. The Consent Agenda was approved.
Joe reported on the last Finance Committee meeting
Doug provided a report on funding efforts for November & December 2014 compared to November & December 2013.

A quorum was achieved and the meeting was called to order at 12:07 p.m. Joe Warner presided.

MINUTES 12/10/14

The minutes were presented and approved.

It was M/S/P (Dowell/Coleman) to approve the minutes as presented.

At 12:08 p.m., the business portion of the meeting adjourned to go into an Executive Session for personnel issues. At 12:30 p.m., the business portion of the meeting rec reconvened.

It was M/S/P (Staten/Schnell) to appoint Sharon Jacksi the permanent position of CEO for STRIVE.

Sharon expressed her appreciation and gratitude to Board members for the honor of being appointed to the position. She is very excited about working with the Board further.

CEO'S REPORT

There is some small improvement with the staffing shortages. We have just finished a CORE training and will be conducting another next week. This will help a little but will not fulfill the long-term issue. With that being said, we are currently looking at expanding our services with Host Homes. We will continue with our current group homes, but will look at other alternatives to provide services and supports in different settings.

3301 is currently shut down for plumbing repairs. Individuals have been moved to 181 and 617 which were the homes that we just closed. Plans are still underway to close 2802 the first part of March.

We currently have four individuals in the hospital. Three of them are from the medical houses. We are watching them very closely.

We have had a couple of Host Home referrals. We have also seen an increase in Supported Living Services enrollment.

On the State level, the Joint Budget Committee has requested a 2.7% rate increase for the DD system. This is quite an improvement over the original request of .5% that the Governor had proposed. This is not definite but if approved, that would run about \$300K. Additional funding for Early Intervention was also proposed to handle the increase in caseloads. This will benefit the Front Range more so than the rural areas.

The Joint Budget Committee is considering funding for a Community Crisis Response for Adults with DD for two pilot programs in preparation for the regional center closings. The Joint Budget Committee is considering \$250K for this project. A collaborative partnership with STRIVE, RMHP, Hilltop, Ariel, MindSprings and DHs has been formed to devise a plan in creating the appropriate model. Sharon will also be working with Alliance on submission of a White Paper to the legislature.

A query arose with regard to Gayle's role since we have renewed our membership Alliance. Sharon responded that Alliance is under new leadership and has a different approach of how they are handling business in comparison with the other Executive Director. Josh Rael used to be a lobbyist and is very connected with the legislators. He is also helping with drafting of the White Paper on the Community Response pilot program. Sharon believes that he has taken Alliance to a whole different level and would like to continue the membership. She thinks after the legislative session we will continue to utilize Gayle on an "as needed" basis.

On behalf of the Board, Joe requested that Sharon extend their sincere appreciation and gratitude to staff for all their hard work over the holidays due to the staff shortages.

FINANCIALS

MONTHLY STATEMENT AND TRENDS

The focus this month will be on how the agency has performed over the past six months. Chris then referred to the following charts:

- Revenue is up quite a bit. Chris further stated that the budget is very conservative but also believes that the focus on capturing as much billing as possible has helped the improvement with revenue.
- Personnel expenses are trending down in comparison to the past two quarters. Leadership continues to monitor the payroll expenses on a weekly basis.
- Operating expenses continue to run high but are slightly trending down. We will be reducing the limits on the "P" cards effective the first of next month in addition to eliminating some that are not needed. We have also hired a Purchasing Agent to help fray some of these expenses. "P" cards will only be used to purchase food. All other items will be channeled through the Purchasing Agent.
- Operating income is improving.
- Donation income was slightly higher
- Net income has improved.

Cash and working capital are down compared to last year but are slowly trending up. We did receive the allocation from Mesa County is received.

Net income for the month is \$527K.

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

Chris also reported that HUD was auditing DD Housing and noticed that there was an outstanding loan to STRiVE for the construction of the two homes, 309 and 1444. This has come up in the past and Linda has been able to get it straightened out by explaining that we are one company. The auditor would not accept this explanation. HUD is requesting a resolution from the Board reflecting that STRiVE make that loan a contribution to DD Housing.

It was M/S/P (Staten/Parker) for STRiVE to remove the receivable from DD Housing and make it a contribution instead.

On a final note, Chris informed members that the payroll account at Alpine may have been jeopardized. Chris received a call from a bank in Florida wanting to verify funds. Alpine noted that the check number was out of sequence and advised Chris to close this account and open a new one. The case has been turned over to investigations.

It was M/S/P (Quintana/Nordine) to open a new payroll account at Alpine.

POLICIES

POLICY 1-13, RETENTION & DESTRUCTION OF BILLING NOTES - NEW

This policy was brought about from the Medicaid overbilling and also recommended by the attorneys in destruction of notes that are utilized for billing. Once the bill has been submitted and approved by the State, the supervisor will destroy the notes.

POLICY 6-2, DETERMINATION OF ELIGIBILITY – EARLY INTERVENTION

Policy was brought up to date with new regulations and current practices.

POLICY 6-10, DETERMINATION OF ELIGIBILITY 0-4 – NEW

This policy was created to define the different State guidelines in determining eligibility for certain Children Services programs.

POLICY 8-1, FAMILY SUPPORT SERVICES PROGRAM

This policy had a lot of changes to reflect the new State guidelines along with updating it to current practices.

POLICY 8-2, PROGRAM & SERVICES CHILDREN UNDER 3

Policy was updated to reflect all the services and supports offered not only through Early Intervention but also Family Support Services.

POLICY 8-3, PLACEMENT & DEVELOPMENT OF IFSP/IEP

The policy was reviewed with no recommended changes.

POLICY 8-4, INCIDENT REPORTING

Policy was brought up to date to reflect current practices and be in compliance with state guidelines.

POLICY 8-5, RIGHTS FOR CHILDREN 0-3 YEARS OLD

Policy was brought up to date to reflect changes in state regulations and also provide a timeline for the child to receive services once he has been found eligible.

POLICY 3-16, BLOODBORNE PATHOGEN EXPOSURE CONTROL PLAN

Minor changes were made to the policy.

POLICY 3-17, JOB DESCRIPTIONS

Changes involve the review of job descriptions on an annual basis.

POLICY 6-9, INDIVIDUAL RECORDS

Policy was reviewed with no recommended changes

It was M/S/P (Nordine/Coleman) to approve all of the aforementioned policies as presented.

REPORTS

FINANCE COMMITTEE

The committee met last month with a representative from AUL to review the retirement plan. The Committee is looking at different alternatives to increase employee participation into plan.

FUNDRAISING EFFORTS

Doug reviewed the funding report over the past couple of years. There has been a drop in donations with the A Home of Your Own campaign coming to a close. Doug is planning to keep in contact with some of the major donors to see if they would still be interested with continuing to invest to our

organization. Doug further stated that fundraising efforts will primarily be focused on Children Services since they are in the most need.

DEVELOPMENT UPDATES

Doug has been securing sponsorships for the Garden Groove Concerts. One from American National Bank and one with Coloramo. With the success of the "Boys of Summer" concert last year, it was decided to look at booking a couple of signature bands this summer. We were successful in getting the "Boys of Summer" along with a Beatle signature band named the "Fab 4".

Enstrom's agreed to be a sponsor for the Easter Egg Hunt this year.

Development is currently working on submitting various grants to different foundations. Doug welcomed Sarah J. to update members on her grant efforts. Sarah reported that she was able to secure \$15K grant from Temple Buell for The Parenting Place's Incredible Years program. Sarah also received \$6K from the Back Foundation which will be used for scholarships to parenting programs.

The Foundation Board created their own signature event to be held at the Gardens on May 8th. If this event goes well, they will be holding these on an annual basis.

Doug will also look at funding alternatives for our Multidisciplinary Diagnostic Clinic. He is very enthusiastic about talking to the community on this since we it is the only one on Western Slope and has been receiving several referrals from the School District and also pediatricians.

Doug will also be a participant in the Bridal Show at Two Rivers on behalf of the Gardens this weekend.

It was M/S/P (Coleman/Motz) to adjourn the meeting at 1:36 p.m.


Secretary


Date