



BOARD OF DIRECTORS MEETING – MARCH 31, 2015

PRESENT FROM BOARD:

Joe Warner, Mike Nordine, Marna Lake, Dick Dowell, Scott Coleman, Jessie Quintana, Tom Motz, Wendy Schnell, Jeff Kuhr, Jeff Parker, Fred Burmeister, Steve Ammentorp, Scott Burnham

EXCUSED ABSENCE(S):

Judy Thornburg, Cathy Staten

SPECIAL GUEST(S):

Gordon Harbert, Foundation Member

PRESENT FROM STRIVE:

Sharon Jacksi, Mary Anne Lawrie, Chris Bergquist, Doug Sorter, Joan Levy, Katherine Waterman

OVERVIEW OF MEETING
Minutes from 2/24/2015 were approved.
Gordon Harbert was introduced and welcomed by Board members.
Organizational and state updates were provided.
Financials were presented and accepted.
Three policies appeared on the Consent Agenda: #3-12, Resolution of Work Related Complaints, #3-13, Emergency Closures and #3-15, Work Related Injuries and Illnesses. The Consent Agenda was approved.
Mike provided an update on the Finance Committee
Joe provided updates on April's retreat.
Crystal provided a summation of the different programs under the Vocational Department.
Doug provided updates on the Foundation's "Tulips & Juleps" along with various upcoming events.

A quorum was achieved and the meeting was called to order at 12:05 p.m. Joe Warner presided.

Prior to the business portion of the meeting, Joe requested a few minutes of silence in memory of Dr. Kenneth Lampert.

Joe introduced and welcomed Gordon Harbert, Foundation member, to the meeting.

MINUTES 2/24/15

The minutes were presented. The date of the previous minutes is incorrect in the Overview of Meeting section.

It was M/S/P (Schnell/Nordine) to approve the minutes as amended.

CEO'S REPORT

The following are updates at the state level:

- The JBC did their final touches to the budget. The news is bad. They got rid of the 5% capacity increase and lowered the provider rate increase to 1.7% from 2.7% due to a \$130 million deficit.
- On a positive note, the JBC did approve funding for two Community Crisis Response Centers for individuals with developmental disabilities. Grand Junction and Colorado Springs are the designated locations for this pilot program. Funding for this program should be around \$500K for each location over a 3-year period.

A quarterly staff meeting was held earlier this month. We took a different approach this time and let employees develop the agenda more so than administration. The meeting was employee driven where they had games, discussion on CQL and taped interviews with individuals talking about their staff. There was a pretty good turn out and well received by the employees.

Stefani Conley will be coming in one day a week to audit and review the HR Department needs.

Sharon regretfully announced that Crystal tendered her resignation due to family matters. The Board expressed their appreciation and gratitude to Crystal for her dedication to the individuals we serve along with her commitment to our mission.

FINANCIALS

MONTHLY STATEMENT AND TRENDS

The focus this month will highlight on the "heavy hitter" departments that have an impact on our bottom line along with an emphasis on their expenses.

Case Management:

- The billing has been down in this department over the past couple of months due to a large turnover and new staff not being fully trained. This month alone the department sustained a huge revenue shortfall of \$27K as compared to budget. Chris is working with Sarah in looking at different possibilities to maximize the utilization of units that are defined in all individual service plans. There is a total of 240 units to be used each fiscal year. These are billed in 15 minute intervals. Sarah is working on developing a spreadsheet to track the individual's unit usage and remaining units available for billing. Billing expectations is at 90%. Once the new case managers have been fully trained, Chris believes their billing will start to meet expectations over the next couple of months. Knowing there are units not being used, members expressed concern over the amount of revenue that is not being captured. Chris is hopeful that with the new steps in place on tracking the number of units used and available, we should be able to increase revenue by tapping into those units that not being utilized
- Personnel expense are pretty consistent on a monthly basis
- Operating expenses run around \$10K.
- The graph on the net income definitely shows a decline in revenue over the last couple months.

Behavior Department:

- Audyssey and Behavior are combined as one department since behavior is the one that subsidizes the Audyssey program. These two programs will be separated for next fiscal year. Again, like Case Management, Behavior is taking similar steps to tap into units that are not being fully utilized.
- Behavior billing is not consistent due to the inability to make contact with an individual or individuals not showing up for their counseling session.
- Personnel expenses are consistent.
- Net income is showing a loss with the majority being absorbed by Audyssey. Sharon reported that she is looking at other possibilities to generate funding for Audyssey.

On a positive note, Chris provided an overview of the Host Home program.

- This is the most profitable department due to low personnel costs. The rate paid to the host home provider is 67% of their Supported Intensity Scale (SIS) level. We retain 33% to provide the support services, i.e. nursing, occupational therapy, etc.
- Revenue is over budget due to the addition of a couple new host homes.
- Operating expenses run a little high due to provider costs.

Chris then provided the February financials.

- Net income is showing a deficit of \$119K.

The board preferred this format of the financial report.

It was M/S/P (Motz/Dowell) to accept the financials as presented.

CONSENT AGENDA

The following three policies appeared on the Consent Agenda:

- #3-12, Resolution of Work Related Complaints
- #3-13, Emergency Closures
- #3-15, Work Related Injuries & Illnesses

Changes to these policies were very minor.

It was M/S/P (Parker/Nordine) to approve the Consent Agenda as presented.

REPORTS

FINANCE COMMITTEE

Mike reports that the Finance Committee met on March 12th specifically to focus on preparation of the budget for next year and also express concerns on the current financial status. Concern was also expressed that the organization look at ways to decrease expenses and increase revenue in order to be able to provide raises to staff since there has not been an increase in wages for several years. The Committee also wanted Chris to provide more of a detailed financial report focusing on two or three "hot areas" in the organization with an emphasis on the expenses more so than the revenue part.

RETREAT UPDATES

Joe commented on the importance of members attending the retreat next month especially after hearing Chris and Mike's reports on finances. This is an opportunity to strategize on the future direction of the organization along with delving into the different programs, their financials and deciding if it is feasible to continue with this program or look at other alternatives to become financial sound. The retreat is scheduled for April 28th @ The Parenting Place from 9:00 – 2:00. Stefani Conly will be the facilitated. The Executive Committee has scheduled a telephone conference with Stefani to review the agenda and structure of the retreat.

Nominating committee will need to provide their proposed slate of officers and directors for FY15-16 at the April meeting.

Sharon wondered what members would like to do for the annual meeting since it falls the day after Memorial Day. The meeting could either be held a week before or a week later whichever works best with everyone's schedule. It was the consensus of the Board to conduct the annual meeting on June 2nd.

Sharon also suggested inviting Gayle Berry to the meeting to recap on this year's legislative session.

PRESENTATIONS

VOCATIONAL DEPARTMENT

The vocational provides services and support to over 250 individuals ranging from day programs to community employment. Day programs consist of Labor Solutions, Mobile crews, therapeutic, Sweet Success and Uniquely Yours. These programs offer various skills and trades to individuals, i.e. retail sales, use of lawn equipment, staying on task. The Employment Consultants assist individuals in trying to attain community employment. They serve as coaches with the application and interview processes in addition to going on site to do job training. In 5 months the number of paid employed individuals increased from 110 to 130. The number of individuals independently employed is 61 with 40 on the waitlist. Gordon is very familiar with our individuals and offered to talk to other employers about the benefits of hiring our individuals. Crystal is also looking at other alternatives to generate more revenue for this program.

On behalf of the Board, Joe expressed appreciation and gratitude to Crystal for all her dedication and commitment to the mission of the organization.

DEVELOPMENT UPDATES

First off, Doug is very excited about having Gordon on the Foundation. He has been a member of the Business Advisory Council and very honored that he is a member. Secondly, Doug honored Dr. Lampert for his 21 years of dedicated service to the Board and the individuals we serve.

The Yard Sale was not as a big success as Doug would have liked. We only raised around \$3700. At this point it is undecided if this will be an annual event or not.

Tulips and Juleps is the Foundation's signature event and will be held on May 8th at the Gardens from 5:30 – 8:30 p.m. Tickets can be purchased online or from Doug. In an attempt to draw in more sponsors we are offering a bouquet of tickets. If you know of anyone who would want to help sponsor this, please let Doug know. There will be a live auction and silent auction. Mike Blackburn

will be emceeding the live auction. The Sweet Adelines will be performing along with a harpist and a barbershop quartet.

March is DD Awareness Month. The County Commissioners presented Doug with the Proclamation earlier this month. Doug extended his appreciation and gratitude to members that were attendance. Doug also received a Proclamation from City Council members

Next month is Autism Awareness and Doug will be presented with a Proclamation from the City Council tomorrow at 7:00 p.m.

We have been getting a lot of media coverage lately.

Events coming up at the Gardens are:

- Bloomin Deals – April 28th
- Tulips & Juleps – May 8th
- Striving for Success – May 19th
- JUCO Picnic – May 21st
- Fruita Chamber After Hours – May 28th


Joe commented that Doug did an exceptional presentation at the Downtown Rotary Club recently.

UPDATES

Joe stressed the importance of members attending the Board/Leadership Team in April. He further commented that this is a great opportunity for members to follow the budget process and ensure that the goals and objectives within the strategic plan fall within the budget forecast. It will be held on April 28th @ 9:00 a.m. to 2:00 p.m. at The Parenting Place.

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


Secretary


Date