



BOARD OF DIRECTORS MEETING – SEPTEMBER 27, 2016

PRESENT FROM BOARD:

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

EXCUSED ABSENCE(S):

Connie Mack

PRESENT FROM STRIVE:

Sharon Jacksi, Mary Anne Lawrie, Chris Bergquist, Doug Sorter

OVERVIEW OF MEETING
The minutes from the previous meeting were approved.
Sharon provided organizational and state updates with emphasis on the Crisis Pilot Program.
Chris provided the current financial report and accepted by the Board. Outcome of the audit was also reviewed.
Sharon reviewed the Strategic Plan for FY2016-2021 and approved by the Board.
Policy #6-12, State Fund Support Services was deferred to the October meeting.
Doug provided development updates.

A quorum was achieved and the meeting was called to order at 12:01 p.m. Scott Coleman presided.

Scott welcomed Dr. Moriah Tarpey. Dr. Tarpey provided a brief background of her knowledge and expertise. Introductions were made around the table and the Board welcomed Dr. Tarpey as a new member.

MINUTES FROM 08/28/16

Minutes were presented.

It was M/S/P (Motz/Parker) to approve the minutes of 08/28/16.

CEO REPORT

As announced last month, the CEO Report will be highlighting on specific departmental concerns in addition to providing a written copy of the report to each Board member.

Personnel (This was one of the main issues brought up last month in relation to the staff shortages with direct care professionals (DSP))

- There were 10 terminations/resignations with 6 of them being DSPs for the month of August.
- We are currently budgeted for 250 DSPs but are actually running around 220.
- We are looking at filling the following positions:
 - Host Home Coordinator – The current Coordinator accepted the position as Training Coordinator.
 - Healthcare Appointment Coordinator (new) – This position will be responsible in scheduling appointments and assuring that individuals are transported to all of their doctor appointments.
 - Individual Funds Manager (new) – To assist individuals with their financial accounts.
- When Mutual of America was here to present on their retirement program they made a point to visit all sites to talk with staff about the plan. Their endeavor increased enrollment into the 403(b) plan from 60 participants to 104.
- Hiring and training has been a main concern due to the staff shortage we are currently experiencing. We have revamped the schedule down to two weeks from three with emphasis on completing the medication classes along with QMap certification allowing staff to administer medications in the group homes. There are a number of staff that are not QMap certified due to being pulled from one house to another to cover shifts.
- A night CORE (training) class is scheduled for next month. We are hopeful this might attract college students. A few supervisors are also talking to some of the college clubs to see if anyone would be interested in applying. We will also attempt to reach out to other community groups and churches. A suggestion was made to check with the college regarding an internship program and/or reach out to the Nursing, Special Ed and Psychiatry departments. Sharon will take this under advisement.

Case Management

- There has been an influx with individuals seeking services through

Supported Living Services (SLS) and Children's Extensive Services (CES) waiver programs. Thirty individuals have almost completed the eligibility process and 30 more than getting started with process. The influx has caused an increase in caseloads. The department is looking into hiring an additional supervisor to be able to provide the appropriate supervisory support to the case managers.

- We are working towards moving the referral and intake piece of Case Management to the Department of Human Services (DHS). Sharon has talked with State DHS and Health Care Policy and Financing (HCPF) and they have indicated an interest in this especially to address the conflict-free case management issue. DHS actually approached us with this concept since they currently do the referral, intake and financing piece for all other individuals except for the developmentally disabled. We will provide the case management services in accordance with the statute pertaining to requirements of a community-centered board. This would be more efficient for families and individuals in services in addition following along the lines of "No Wrong Door." DHS also has more staff to handle the referrals and intakes. DHS has also agreed to hire our two staff to assist with the process. Sharon is hoping this will be implemented by the first of the year. The Board thought this was a proactive approach to addressing the conflict-free case management issue.

Mistreatment/Abuse/Neglect/Exploitation (MANE) Investigations

For FY 2015-2016 there were 148 allegations with 39 of them being referred to DHS and law enforcement. 109 allegations were investigated with 38 of them being substantiated. The main category with the most allegations is Neglect. These allegations are basically not following an individual's program plan properly. The Human Rights Council (HRC) also reviews these investigations. Sharon will be sharing this information with the Board on a quarterly basis.

Crisis Pilot Project

The Crisis Pilot Program has been operational for 6 weeks. During that time, there were 8 referrals for August and 11 for September. The referrals have been mostly children instead of adults. The children will stay at the duplex for 3 to 5 days during the stabilization period while a short-term plan is developed for them. Our Front Range partner, Foothills Gateway are receiving referrals for adults and no children. Sharon also provides a summary report to the State on the progress of program. On a final note, we were reimbursed for expenses incurred in May and June for the startup costs which was over \$400K.

FINANCIALS

Prior to review of current financial position, Chris reported that the Finance Committee met with the Eide Bailly this morning to review the outcome of FY2015-2016 audit. The outcome was a clean audit especially since we experienced a crash last year. Kudos go to the Accounting staff for recreating all the lost data!

Finances for the past three-months (June, July, August) were reviewed. August revenue is slightly higher than budget due to the sale of 1260.

Personnel expenses are below budget due to the continued staffing shortage we are experiencing. Operating expenses were over budget. Leadership Team is working on getting purchasing centralized in addition to reducing the limits on "P" cards.

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

STRATEGIC PLAN 2016-2021

Sharon is requesting the Board review and approve the shortened version of the Strategic Plan 2016-2021 outlining the goals of the organization. The reasoning behind this is because of the conflict-free case management issue and Health Care Policy and Financing (HCPF) not releasing any information on the requirements and guidelines in implementing this. Sharon would like to schedule a Board workshop for February or March to strategize on how the organization will move forward. The plan will also incorporate outcome measurements to coincide with the Council on Leadership Quality (CQL) accreditation. Sharon proceeded to review the five goals of the plan.

It was M/S/P (Warner/Lake) to approve the Strategic Plan 2016-2021.

POLICY

Policy #6-12, State Fund Services Program was deferred to the October meeting.

REPORTS

DEVELOPMENT UPDATES

- We received a \$5K grant from Sprouts. They actually reached out to us to apply for it.
- We were also approached by the organizers of the Greek Festival informing us that we were selected to be one of their beneficiaries and receive 10%

of the proceeds from this event.

- *Rollin on the River* is gaining momentum especially with new sponsorships and we are still a month out from the event. We will also be partnering with the Latino Chamber this year as they wrap up their heritage month celebration. It appears to be turning into a "children's festival" with all the different activities that are planned. Event takes place on October 15 from 10:00 to 1:00 and registration is available on-line.
- The next Striving for Success is scheduled for October 5 from 12:00 – 1:00 in the Board Room. If any members know of anyone that would be interested in attending, please have them contact Doug.

There were no public comments.

It was M/S/P (Parker/Thornburg) to adjourn the meeting at 1:07 p.m.


Secretary


Date

