



BOARD OF DIRECTORS MEETING –APRIL 28, 2020

PRESENT FROM BOARD:

Steve Ammentorp, Joe Warner, Dave Hayden, Terry Pickens, Marna Lake, Kevin Fitzgerald, Stephanie Keller, Tracey Garchar, Jim Grisier, Krista Ubersox, Tawny Espinoza

EXCUSED ABSENCE(S):

Mike Nordine, Justin Ward, Scott Coleman

PRESENT FROM STRIVE:

Grant Jackson, Mary Anne Lawrie, Chris Bergquist

OVERVIEW OF MEETING
The minutes from the previous meeting were approved
A Motion to Pursue an SBA Paycheck Protection Program Loan was approved.
The Proposed Slate of STRiVE & DD Housing's Officers and Directors were presented.
Grant provided state and organizational updates.
The Financials were presented and accepted.

A quorum was achieved, and the meeting was called to order at 12:01 p.m. Steve Ammentorp presided.

MINUTES FROM 2/25/2020 MEETING

The minutes from the meeting on 2/28/2020 were reviewed and approved.

It was M/S/P (Warner/Lake) to approve the 2/25/2020 minutes as presented.

MOTION TO PURSUE AN SBA PAYCHECK PROTECTION PROGRAM LOAN

On April 3, 2020, a poll was conducted via e-mail with Board members seeking approval for Chris to pursue efforts to obtain a loan from the Paycheck Protection Program. The outcome of the poll reflected the majority of responses received approved moving forward on this. A motion to formalize and to put on record was made.

It was M/S/P (Grisier/Lake) to officially approve the pursuit of a loan from the Paycheck Protection Program.

PRESIDENT/CEO UPDATE

Majority of staff are working at home, with the exception of Accounting employees and few staff that prefer to work at the office instead of home. All communication with any and everyone is being done by tele and video conferencing. There were concerns with Case Managers working at home and the ability to maintain their billing efficiencies, but this has not been the case. Most of the efficiencies are either on target or have exceeded their

expectation. There a few staff that are struggling, but Case Management Supervisors are doing daily check ins. Per the Governor, May will look much like April and staff will continue to work at home until the self-isolation has been lifted.

The Vocational Programs have been closed. Vocational staff created a variety of training curriculums for individuals to work on at home to further expand their skill sets. The Vocational team is also checking in with individuals utilizing social media tools. According to Health Care Policy and Financing (HCPF), Vocational programs will not be operational until the end of May or the first part of June. On a positive side, the State authorized Retainer payments for the Vocational programs. Some Vocational staff are also working in the group homes to cover open shifts due to a freeze on hiring new employees. One member requested more information on the retainer fee funding. Chris responded that essentially we are able to bill our average case load at the vocational programs without any absences. This led to the question if there is a risk that the State would come back ask to be reimbursed. At this point, there has been no communication from the State on this. Grant added that they did change the rules of the retainer payments midway and required that we would need guardian approval of the individuals in day programs to submit the billing. At this time, the Case Managers are still working on gaining guardian approvals. We only had a couple of guardians that did not give their permission.

Another question was posed as to our confidence level on having enough personal protective equipment on hand for staff. Grant responded that currently we have ample supplies. We received quite a bit from community stakeholders and will need to reassess once programs start to open.

Group Homes' staff are doing an amazing job ensuring all individuals are healthy. Grant checks in with them every week to see how things are doing.

We continue to build our relationship with the Health Department. We were able to secure five COVID test kits which we should be receiving today or tomorrow.

Grant is working with the Nursing Director in developing guidelines to reopen 790 in order to let staff return if they would prefer to work at the office. The plan will be very detailed and taking all precautions in ensuring areas are constantly disinfected. Staff will be responsible for monitoring their own temperature, wearing masks, no visitors and no meetings will be held in the building and will continue to use social media tools for monitoring and communicating with individuals and/or parent/guardians, etc.

Doug has been successful in obtaining various COVID grants along with Chris securing the PPP loan. There are some concerns about the terms of the PPP loan that have recently come out. Chris will delve into this a little further in his financial report.

The Joint Budget Committee met yesterday. They are looking at making some major cuts to the budget this year which could possibly impact funding for us down the road.

PROPOSED SLATE OF STRIVE & DD HOUSING'S OFFICERS & DIRECTORS FOR FY2020-2021

Steve presented the proposed slate of STRIVE & DD Housing's Officers and Directors for FY2020-2021. The slate is as follows:

STRIVE'S OFFICERS – 1-YEAR TERM

Tawny Espinoza – Chair
Dave Hayden – Vice-Chair
Dr. Kevin Fitzgerald – Treasurer
Krista Ubersox – Secretary
Steve Ammentorp – Ex-Officio

DIRECTORS – 3-YEAR TERM

Steve Ammentorp
Tawny Espinoza
Jim Grisier

DD HOUSING'S OFFICERS – 1-YEAR TERM

Tawny Espinoza – Chair
Dave Hayden – Vice-Chair
Dr. Kevin Fitzgerald – Treasurer
Krista Ubersox – Secretary
Steve Ammentorp – Ex-Officio

FINANCIALS

The Board opted not to review the PowerPoint presentation that was included in their packets. Chris informed members if they had any questions about financials to contact him.

As previously mentioned, we have received some grants along with securing the PPP loan. The Federal government released additional guidelines yesterday regarding a business' necessity for the need of the loan. This raised concerns with Chris so he sought advice from legal counsel and our auditing firm to gain some clarity as to their interpretation of the new guidelines since they were unclear. It was of their opinion to go ahead and retain the funding. At this point, our financial situation looks good but, as Grant previously mentioned, the Joint Budget Committee (JBC) is looking at making major cuts on the budget this year and we're unsure what that will consist of. In the interim, to utilize some of the money for payroll, and the advice of the bank and counsel, a weekly payroll will be run towards the end of the 8-week period, along with DSPs receiving hazard pay during this time. We have also brought back personnel that were temporarily laid off. This led into an in-depth discussion pertaining to the actual amount of the PPP loan, the amount of money to be returned that was not utilized, interpretation of the new guidelines, the State making drastic cuts impacting our revenue stream, various grants received and their monetary value with these being utilized to assist individuals in addition to providing an extra stipend to host home providers, etc. Grant and Chris will keep the Board apprised of any new developments on this issue.


The Department of Labor Affairs (DOLA) has agreed to parcel out the three group homes and have drawn up separate contracts. Contracts were signed by Grant and are waiting for the fully executed ones from them. At this time, we are considering consolidating some of the group homes and are currently reaching out to some local entities to see if they may be interested in purchasing one of them.

Attention turned to the Cash Flow report. This report summarizes the amount of cash entering and leaving the organization. The key components of the report are operating, investing and financial activities reflecting how the organization generates its revenue to pay debt obligations and fund its operating expenses. The Board appreciated this information and also requested an additional item be added to the report to reflect our principle obligation. Chris will incorporate that information into the report.

It was M/S/P (Grisier/Keller) to accept the financials as presented.

The meeting adjourned at 12:45 p.m.


Secretary


Date