



BOARD OF DIRECTORS MEETING – SEPTEMBER 29, 2020

PRESENT FROM BOARD:

Terry Pickens, Tawny Espinoza, Jim Grisier, Kevin Fitzgerald, Tracey Garchar, Justin Aubert, Mike Nordine, Krista Ubersox, Dave Hayden, Steve Ammentorp

EXCUSED ABSENCE(S):

Justin Ward, Randy Brown , Stephanie Keller, Scott Coleman

SPECIAL GUEST(S):

Dave Sunderland & Alex Terpstra, Eide Bailly

PRESENT FROM STRIVE:

Grant Jackson, Mary Anne Lawrie, Chris Bergquist, Tanya Workman, Doug Sorter

OVERVIEW OF MEETING
Minutes from the previous meeting were reviewed and approved.
Eide Bailly reviewed the outcome of the annual audit and it was approved by the Board
Financials were presented and accepted
Grant provided State and organizational updates.
Tanya reviewed the annual Family Support Services Report along with the slate of the Family Support Council. These items were approved by the Board.
Doug provided an update on fundraising and vocational programs.

A quorum was achieved, and the meeting was called to order at 11:59 p.m. Tawny Espinoza resided.

MINUTES FROM 8/25/2020 MEETING

The minutes from the meeting on 8/25/2020 were reviewed and approved.

It was M/S/P (Fitzgerald/Aubert) to approve 8/25/2020 minutes as presented.

OUTCOME OF FY2018-2019 FINANCIAL AUDIT

Peggy Jennings with Eide Bailly met with the Finance Committee prior to the meeting and provided a more in-depth overview of the audit outcome for FY2018-2019. Peggy referred to the comparative financial results over the past 5 years. On the financial position, Peggy will focus on cash position and receivable.

Attention turned to 2016 where there was a drop due to the state holding back Medicare monies that were expected. This jumped back up in 2017 because the monies were received within the appropriate time. 2019 receivables are slightly higher in comparison to 2018. Total assets are at \$15 million due to the sale of 950 and the purchase of 790. Net assets are broken down by restricted and unrestricted and reflect a bottom line of over \$9 million. Income statement reflects services from governmental entities, expense and operations. There was a reduction in 2019 due to funding for the Crisis Pilot ended. Expenses are pretty consistent over the years. Program and personnel expenses have increased due to outsourcing, staff shortages and increase in vendors due to individuals moving to a host home setting. Operations varies from year to year with 2019 ending at \$119K. Public support is donations of \$1.2 million raised for the Capital Campaign. Non-recurring revenue is at \$356K due to the sale of real property. Change in Net Assets for 2019 is standing at \$1.3 million. Last page reflects the cash flow of the organization.

Overall, the audit went very well with no findings, and no modifications. Board members expressed their appreciation and gratitude to Peggy for the overview of the audit.

It was M/S/P (Coleman/Ubersox) to approve the Outcome of the Financial Audit for FY2018-2019.

FINANCIAL REPORT

Chris provided an overview of July financials. This is the first month of the new fiscal year so monthly financials will be identical to year-to-date. Before delving further, Chris informed members of billing changes for vocational programs. Upon clarification from the State on billing requirements, we will need to back out some of the vocational billing since it does not fall with the guidelines. Chris projects this would be about \$100-\$200K. July's net income stands over \$42K, removing donations we stand over \$26K. Year-to-date income is the same. Please note that backing out some of the vocational billing we would be at a loss.

Attention turned towards the various graphs presented:

- Revenue is slightly down due to loss of host homes and the 1% decrease in provider rates. The forecast shows a spike in August. Chris is predicting forgiveness on the PPP loan which will then convert to income and able to record it as such.
- Personnel expenses under forecast due to staff shortages. A group home was closed earlier this month so that should help fill vacancies in other homes.
- Operating expenses are under forecast due to programs being shut down.
- Operating income and net income reflect where we are currently at for the first month of the fiscal year.

Chris then reviewed the metric analysis for July, highlighting on the following areas:

- Total residency occupancy, inclusive of group homes and host homes, is at 91.5% which is under the target goal of 93%. This is based on some host homes transitioning to another provider.
- Group home residential occupancy is at 77.68% and is below the target goal. As previously stated, one of the group homes were shut down earlier this month.

Grant & Chris continue to talk with DOLA and other entities on repurposing the house. One entity is showing an interest and has requested another tour of the home.

- Behavior billing units were over target amount.
- Behavior billing units were over target amount due to the utilization of Telehealth.
- Total Vocational units billed were over the targeted goal. Again, as previously stated this will reflect a decrease since some of the billing will be backed out and will be under the targeted goal.
- Staffing is below the targeted goal.
- Operating costs were under projection due to lack of use.

The balance sheet shows a positive upward trend due to the PPP funding impacting the cash, working capital, net asset, accounts receivable and months unrestricted cash.

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

PRESIDENT/CEO UPDATES

Grant reminded members of the discontinuation of the retainer payments for vocational programs. There has been a large nationwide pushback from providers, legislators and congressional delegation towards CMS and the impact it has on organizations if not reinstated. In the interim, we reopened some of the day programs and attempt to maintain that revenue stream. Grant extended his appreciation to members that reached out to legislators in support of reinstating the retainer payments. Tawny received the letter that Representative Bennett sent and will forward it on to anyone who is interested in reading it.

We have started to reopen some of the vocational programs based on the strict guidelines issued by the State. Many of the individuals opted to return where others chose to continue to stay at home and participate virtually and work on their weekly assignments. Grant will invite Doug to next month's meeting to report on the vocational programs along with an update on Alida's now that the peach season is upon us. Alida's appears to be receiving a lot of out of state orders for the peaches. Individuals are busy assisting with the packaging of these orders. On a positive note, MaryAnne's son has offered to do a couple of short 15 second and 30 second spots to upload on YouTube.

We are currently entertaining Chris' idea of opening a used sporting good store. Grant further noted that sports play a major factor in the community and there are not really any great sporting goods stores around that you can go to. We are currently working on building up the inventory and have received some donations.

On a final note, we have been very lucky with no reported COVID cases. We continue to follow the infection control protocols when staff and/or individual show any symptoms.

A question arose regarding how the Case Managers are adjusting with all the changes. Grant responded they are feeling the changes with the increase in caseloads due to the recent layoffs. The suggested caseload is around 45 where they are carrying 60. Under the new Case Management leadership, they have developed a very strong team along with a vast improvement in morale within the Department.

FY2018-2019 FAMILY SUPPORT REPORT & APPOINTMENT OF FAMILY SUPPORT COUNCIL

A total of 144 families were served through the program with only 98 families actively funded within the program and the remainder received Case Management services. The primary purpose of FSS is to reduce caregiver stress, ease the burden of care and support children with disabilities in remaining with their own nurturing family home. Total funds expended for 2019-2020 was over \$169K. These monies were allocated to families for respite, professional services, assistive technology, home modification, medical/dental expenses, transportation, parent/sibling support and other areas that families may need assisted with.

Out of all services offered, Respite is the one that is mostly utilized with 56% of the FSS budget being used for this resource. The whole intent of this program is to improve the quality of life for everyone in the family. Funding for Assisted Technology was not being utilized due to the COVID pandemic. A Resource Library was established to supply various technology items, i.e. ipads, laptops, etc., for families to try out prior to purchasing.

FSS Advisory Committee's objectives met for FY2019-2020 were:

- Continue supporting families in all areas of transition with an emphasis placed on educating District 51 on MDS services for students currently enrolled and those transition out of the school system. The FSS Coordinator is part of several committees with the school district providing them with the appropriate educational materials on the array of services offered through MDS.
- Continue to increase our outreach efforts to families by developing support groups for parents and caregivers to provide them with more parent-to-parent support. Several families expressed an interest in getting a support group together. Unfortunately, these plans were deterred due to COVID.
- Continue to prevent out-of-home replacement by ensuring our highest needs children receive funding priority by categorizing needs as "high", "moderate" and "low" in order that funding is allocated appropriately. Not only is this an ongoing goal for the Council but a priority to the Allocation Committee.

Tanya reviewed the slate for the FSS Council and Allocation Committee and requested approval of the FSS report and appointment of the FSS Council and Allocation Committee.

Prior to approving the report, a member was curious to how long the program has been running and if the council is attached to the program. Tanya replied the FSS program is a role of the Community Centered Board (CCB) and has been in affect since the CCB's inception in 1966. This led to a question if the funding was consistent over the years. Tanya responded that funding has been fairly consistent with an exception quite a few years where the Joint Budget Committee (JBC) drastically cut the program. With this year's budget and the program cuts to the majority of departments, it was surprisingly the JBC increased the funding for FSS from \$168K to \$193K. Tawny wondered if the program has collaborated and/or partnered with the school district with Special Olympics. Tanya currently there has been none but would welcome it since the EI staff consistently go watch the children participate. Tawny helps out getting the medical exams completed and the event is scheduled for October 9 and 10. Tawny will forward the information to Tanya and hopes this will begin the collaboration and/or partnership efforts with the school district.

It was M/S/P (Fitzgerald/Ammentorp) to approve the FSS Annual Report. It was M/S/P (Ubersox/Fitzgerald) to approve the appointment of the FSS Council and Allocation Committee.

REPORTS

FUNDRAISING & VOCATIONAL PROGRAMS

Doug provided highlights on fundraising efforts for FY19-20 totaling over \$530K which is pretty positive since all of the events were cancelled with the exception of Tulips and Juleps which was held earlier this month. We have also received various grants to provide upgrades for some the vocational programs and group homes along with additional COVID funding. On a positive note, the capital campaign is winding down and Doug will now be able to reach out to larger foundations, i.e. Daniels Fund, Gates Foundation, El Pomar, Goodwin, etc., since it has been three years since we received funding from them.

Vocational programs are partially opened in accordance with the State guidelines. Since we are unable to have full capacity, options were provided to individuals on either attending programs or participate virtually. Tablets were purchased for individuals who opted to participate virtually. As Chris previously stated with having to back out the billing for day program in the group homes, we currently working on writing a justification on providing this service in the homes to be submitted to the State. Hopefully they will approve these services.

Sweet Beginnings has created some new products, a variety of scented candles, soaps and shower steamers.

The peach season this year was unsuccessful for Alida's. Peaches sold on-line were not high quality and refunds were issued.

Some exciting new....Enstrom's Operations Director is wanting to meet with us for potential job opportunities for our individuals during the holiday season in their production department. We are scheduled to meet with them this Thursday so they can show us the operation and the tasks the individuals will be doing. To dovetail on that, another potential opportunity for our individuals is with CapCo in their production department. We will be reaching out to them to tour their facility. Doug and Grant are also scheduled to meet with the Workforce Center's Executive Director to discuss additional opportunities for our individuals.

Doug and Grant also met with the City regarding the future plans of Botanical Gardens and would like for us to be involved with it in addition for more job opportunities for our individuals. The plan is to build 3 greenhouses, convert the amphitheater area in a gathering place along with redoing and cleaning up the remaining areas, in addition to updating the building structures. Their plan is somewhat similar to that of Denver's Botanical Gardens features and have been consulting with them on the future plans.

It was decided to do something different with "*Rollin on the River*" and change it up a bit.

Board members expressed their appreciation for the updates and provided additional suggestions for fundraising efforts such as, annual newsletter requesting donations, specific programs, such as children services and client fund, do something similar to the Parade of Lights and have businesses do displays and provide a walking tour, etc.

At 1:27 p.m., it was M/S/P (Ammentorp/Ubersox) to adjourn the business the meeting.

Minutes approved at the 10/27/20 Board Meeting,
Not signed due to COVID

10/27/2020

Secretary

Date