



INSPIRATION F I E L D

Board of Directors Meeting Minutes

October 2, 2017 - 11:30 a.m. at

Tiger Field Board Room, 612 Adams Ave., La Junta, CO

MEMBERS PRESENT

John Haberman
Jim Clawson, President
Helen Hollar
Michael Matthews
Melvina Skinner, Secretary
Scott Monarco
John Gallegos, Vice President

MEMBERS ABSENT

Steve Berg
Margie Gardner, Treasurer

NON-MEMBERS PRESENT

Johnnie DeLeon, Chief Executive Officer
Barb Manchego, Nurse
Julia Hoepfner, Program Supervisor
Rosa Salo, Chief Financial Officer
Candi Hill, Human Resources Director
Caitlin Coffield, Community Relations Director
Ryan Denahy, Adult Services Director
Joseph Archuleta, Program Supervisor

Call to Order

President Clawson called the meeting to order at 11:39 a.m.

Public Comment

Clawson announced that this is his last meeting after 18 years. He plans to move to Alabama to be closer to family.

Gallegos thanked Denahy and his staff for all their work with his son.

DeLeon thanked Clawson for his support throughout the years especially with his dream of the new building. DeLeon announced that with the help of Clawson, his wife and Coffield we will be planning a going away reception at **InspirationField**.

Minutes

Motioned by Monarco and seconded by Hollar and carried unanimously to approve the Minutes of the Board of Directors Meeting September 4, 2017.

Financials – August 2017

Salo reviewed with the board the August 2017 Income Statement and Balance Sheet and explained the items of interest, which are highlighted with corresponding footnote explanations.

Fees for Medicaid Funded Services - Salo indicated the monthly revenue variance was \$8,541.67 over budget. The MW Comp billable count was 68 out of 68 resources, 27 out of 27 in MW SLS and 1 out of 2 in CES.

Other Revenue – Salo indicated expenses were \$3,639.69 under budget and included the sale of two fully depreciated vehicles for \$5,100.00

Salaries+PTO – Salo indicated expenses were \$41,232.93 under budget and included 21 full-time vacancies.

Building/Equipment Maintenance – Salo indicated expenses were \$3,404.93 over budget which included \$6,206 for new window, flooring, kitchen cabinets and plumbing for 2112 Colorado Group Home.

Salo indicated we ended August with a monthly net income of \$34,890.77 and a Year to Date net

income of \$43,160.19.

Salo reviewed the Balance Sheet as of 8/31/17. I.F. Cash Accounts were at \$538,408.05 and the Operating Account was at \$558,084.96. The Designated Funds for Building/Equipment/Maintenance balance was at \$57,118.49 and the Designated Funds for Vehicle Maintenance Facility was at \$63,722.44. Total Current Liabilities were at \$370,037.19. Long Term Liabilities were at \$2,244,673.32. Current Year Retained Earnings were at \$43,160.19.

Motion was made by Hollar and seconded by Matthews and carried unanimously to approve the Financials from August 2017.

Human Resources Director Report – Candi Hill

- Hill reported that there were three resignations and zero terminations in September.
- Hill reported that we held Open Interviews on September 14th with seven applicants participating and two hired.
- Hill reported that new hire orientation in September had two new hires participating.
- Hill reported that we attended the autumn job fair on September 26th at OJC. Several people inquired about the open cook positions and one DSP interview was conducted.
- Hill reported that as of September 30th we have 97 active employees and 35 open vacancies. 22 full-time and 13 part-time positions open.
- Hill reported that the next new hire orientation will begin on October 16th with two new hires currently set to participate.
- Hill reported that the next Open Interview Session will be in Rocky Ford on Oct. 5th in the Rocky Ford Gobin's Baggage Room from 3-5pm.

Adult Services & Community Supports Director Report – Ryan Denahy

- Denahy reported that July store sales were \$15,568, which is \$4,000 less than July last year. Denahy reported that the new signs at Global Treasurz have been installed by the frontage road.
- Denahy reported that they have been selling brand new in the box Nike, Adidas, Under Armour, etc. shoes that we received from Sports World for \$25 a pair. The original retail prices are from \$79 to \$120.
- Denahy reported that we have a potential new Host Home interview in Las Animas on Thursday and it went really well. We have another interview scheduled in LA as well so we could potentially be adding two new host home providers in Las Animas which would bring us up to four HHP in LA.
- Denahy reported that we continue to wait patiently for an occupancy date at Enrich in Las Animas.
- Denahy reported that we have been working with Kyle Lucas who is the Clinical Therapist for Proceed Program for a few months now and the transition has gone very well. He has been traveling down from Denver once a month and he does video conferencing the other weeks.
- Denahy reported that four individuals and one staff attended the Broncos game yesterday and had a great time. Denahy reported that the bowling league started back up yesterday. Denahy reported that the Halloween Party is Tuesday, Oct. 24th at 5:30pm and everyone is invited to join in the dinner and dance. Denahy reported that they purchased twelve season passes for the OJC community concert series.
- Denahy reported that we closed the Cottonwood Group Home on Sept. 21st and will be selling the house. We now have eight group homes.

Case Management Director – Rosa Salo on Behalf of Kidron Backes

- Salo reported that there were six referrals in Early Intervention in August and six in September. There are currently 26 active children in the EI program.
- Salo reported that there are several in eligibility determination in the CES program.
- Salo reported that there was no change in comp or SLS programs.
- Salo reported there is one Case Manager position open as of August.

- Salo shared pictures of the remodel on Colorado Group Home. (a copy is included in the meeting minutes.)
- Salo reported that eight vehicles were totaled in the last Hail Storm, they expect at least four more.
- Salo reported that they are working on determining which vehicles will be replaced and which will accept salvage value.
- Salo reported that several other vehicles have significant damage, but were not totaled.
- Salo reported that Backes and DeLeon visited with Strive in Grand Junction to discuss potential for expanding the nursing department to include a Home Health agency (including services for PT/OT, etc.)
- Salo shared pictures of the 1st PCT Training Demonstration. (a copy is included in the meeting minutes.)

Community Relations Director – Caitlin Coffield

- Coffield reminded the board to bring back the money for Monster Bash tickets sold by October 19th.
- Coffield reminded the board that the Wake Up Breakfast will be held on Tuesday, October 17th and to have everyone wear their gray polos.
- Coffield invited the board to the 2nd Annual Trunk or Treat being held on October 31st at 3:30pm in the parking lot. We have now opened up the event to the public.

Chief Executive Officer Report - Johnnie DeLeon

- DeLeon thanked Clawson again for every thing he has done over the past 18 years.
- DeLeon reported that the change in federal overtime pay for exempts has been put on hold for the time being. New feedback is being solicited.
- DeLeon thanked Denahy and the crews for closing Cottonwood Group Home.
- DeLeon reported that himself and Backes visited Strive in Grand Junction where they have a good nursing department with Home Health which DeLeon would like to start along with Physical and Occupational Therapy.
- DeLeon reported that during the CDOT conference himself and Backes went through an active shooter training for four hours. DeLeon asked the trainers to visit La Junta so everyone at **InspirationField** can also get trained.
- DeLeon reported that in regards to Senate Bill 38, the state plans to audit all 28 CCB's by October 2018.
- DeLeon shared a new site plan of the Vehicle Maintenance Training Facility.
- DeLeon reported that they plan on hiring a new store manager at Global Treasurz.
- DeLeon reminded the board that the Wake Up Breakfast will be held October 17th and the Monster Bash will be held on October 28th.

The board adjourned the meeting at 12:27pm and Motion was made by Monarco and seconded by Gallegos.

The next scheduled meeting will be, **November 13, 2017 at 11:30 a.m.**
at Tiger Field Room, La Junta, CO.

Respectfully, submitted by Caitlin Coffield, Community Relations Director.

Caitlin Coffield, Community Relations Director

Melvina Skinner, Secretary

Jim Clawson, President