



## INSPIRATION FIELD

### Board of Directors Meeting Minutes

March 6, 2017 - 11:30 a.m. at

612 Adams Ave., Tiger Field Room, La Junta, CO 81050

#### MEMBERS PRESENT

Jim Clawson, President  
Steve Berg  
Helen Hollar  
Michael Matthews  
Melvina Skinner, Secretary  
Margie Gardner, Treasurer  
Candi Hill  
John Gallegos, Vice President

#### MEMBERS ABSENT

John Haberman  
Scott Monarco

#### NON-MEMBERS PRESENT

Johnnie DeLeon, Chief Executive Officer  
Barb Manchego, Nurse  
Julia Hoepfner, Program Supervisor  
Rosa Salo, Chief Financial Officer  
Mary Medina, Program Supervisor  
Sharon Church, Case Management Director  
Ryan Denahy, Adult Services Director  
Joseph Archuleta, Program Supervisor  
Briana Huff, HR Aide  
Kidron Backes, Community Supports Director  
Carrie Brown, HR Manager

#### Call to Order

President Clawson called the meeting to order at 11:37 a.m.

#### Public Comment

DeLeon introduced Briana Huff who was filling in for Coffield taking the meeting minutes. Huff is the agency's Human Resources Aide.

#### Minutes

Motioned by Skinner and seconded by Hollar and carried unanimously to approve the Minutes of the Board of Directors Meeting February 13, 2017.

#### Financials – January 2017

Salo reviewed with the board the January 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 \$5,127.21 over budget. One MW Comp individual termed effective 1/26/17. The MW Comp billable count was 69 out of 69 resources, 27 out of 29 in MW SLS and 1 out of 2 in CES.

**Other Revenue** – Salo indicated expenses were \$61,179.94 over budget which included \$83,450 from CDOT for 1 bus, 1 van and the GPS tracking system.

**Salaries+PTO** – Salo indicated expenses were \$8,423.19 under budget and included 12 full-time vacancies.

**Dues/Publications/Subscriptions/Fees:** Salo indicated expenses were \$6,734.61 over budget which included \$4,453 for independent contractor status professional fees and \$1,120 in property taxes for Belleview apartments.

Salo indicated we ended December with a monthly net income of \$87,459.21 and a Year to Date net income of \$95,311.31.

Salo reviewed the Balance Sheet as of 1/31/17. I.F. Cash Accounts were at \$422,930.42 and our Operating Account was at \$552,372.88. The Designated Funds for Building/Equipment/Maintenance balance was at \$46,227.43 and the Designated Funds for Vehicle Maintenance Facility was at \$299,965.74. Total Current Liabilities were at \$329,024.23. Long Term Liabilities were at \$2,329,416.22. Current Year Retained Earnings were at \$95,311.31.

Motioned by Berg and seconded by Gardner and carried unanimously to approve the Financials from January 2017.

### **Human Resources Manager Report – Briana Huff**

- Huff reported that there was one resignation in February and three terminations.
- Huff reported that there were seven people hired in January.
- Huff reported that there were two people who attended New Hire Orientation which was held on February 21<sup>st</sup>.
- Huff reported that an Open Interview Session was held on 2/1/17 at InspirationField with three applicants participating, zero hired.
- Huff reported that an Open Interview Session was held on 1/2/17 with one applicant participating in Rocky Ford, zero hired.
- Huff reported that an Open Interview Session was held on 2/7/17 with three applicants participating, one hired.
- Huff reported that the March Open Interview Sessions will be held on 3/7/17 in Las Animas, 3/1/17 in La Junta, and 3/2/17 in Rocky Ford.
- Huff reported the next New Hire Orientation begins Monday, March 20, 2017.

### **Adult Services & Community Supports Director Report – Ryan Denahy**

- Denahy reported that sales at Global Treasurz Rocky Ford in February was \$5,910 and La Junta was \$11,409. This is \$8,415 less than February of last year.
- Denahy reported that we will be celebrating the 10 year Anniversary of Global Treasurz with a Customer Appreciation Party at both stores on Saturday, April 8<sup>th</sup> from 11am to 1pm. There will be hot dogs, music and lots of giveaways and store promotions. Denahy invited the board to attend.
- Denahy reported that a new Host Home has been approved in Rocky Ford and they hope to move in an individual within the next 60 days.
- Denahy reported that a group of 10 individuals and 5 staff attended the annual IDD day at the Capitol on February 22<sup>nd</sup>. They went up the day before and went to Boondocks Fun Center where everyone had a great time. Denahy reported that SLS Professional, Erika Rodriguez was a finalist for the DSP of the Year award that is given out at the Alliance luncheon. Denahy congratulated Erika on her great accomplishment.
- Denahy reported that the two new individuals that were brought in from CMHIP started services last Thursday, March 2<sup>nd</sup>. Denahy welcomed John and Rico.
- Denahy reported that the Annual St. Patrick's Day Dinner and Talent Show will be held Tuesday, March 14<sup>th</sup> at 5:30pm in the Commons. Denahy invited the board to join.
- Denahy reported that he has two interviews scheduled this week for the vacant Program Supervisor position.
- Denahy reported that we will be closing Himebaugh PCA on April 4<sup>th</sup>. This will require a number of moves to accomplish this task.

### **Interim Case Management Director Report – Kidron Backes**

- Backes reported that the two new enrollments from CMHIP started services and she is excited to have them join us.
- Backes reported that one individual was terminated from services in February and will be spending 90 days in the county jail. Backes reported he took himself out of services before he went into jail.

- Backes reported that in SLS there was one new enrollment and one pending referral.
- Backes reported that there are twelve pending children evaluations and fifteen children currently enrolled in Early Intervention services.
- Backes reported that one child was terminated from the CES program. There is currently one child receiving CES services and one child pending services.
- Backes reported that they are working on six determinations for DD for three children and three adults.
- Backes reported that they reached out to Santa Fe Trail Boces and we will meet with them regarding work those providers being employees rather than independent contractors.
- Backes reported that two case managers and herself completed an EI training in Greeley in February.
- Backes reported that they held the annual Basketball games in February at OJC gym and everyone had a great time.

### **Community Relations Director – Briana Huff**

- Huff asked the board to help sell four Latin Sol tickets to the dance for the Cinco de Mayo Celebration.
- Huff reported that the volunteer sign up forms have been posted outside the mailroom for the Cinco de Mayo Celebration and the Golf Tournament in May. Huff asked the board to please sign up to help, if available.

### **Chief Executive Officer Report - Johnnie DeLeon**

- DeLeon reported that Alliance awarded **Inspiration**Field with one \$5,000 PCT Grant that will go to train Brown in Person-Centered Training.
- DeLeon reported we are hosting a 3-day Investigator Training in Tiger Field starting today which has employees from around the state with five from **Inspiration**Field participating.
- DeLeon reported that the DOL ruling is now with the Colorado Supreme Court and now we are waiting for the Supreme Court to decide if they are going to take the case or not. They can take up to six months to decide.
- DeLeon reported that the legislature has introduced a bill for Conflict-Free Case Management to separate it from Community Centered Boards. DeLeon reported that the details are being worked out.
- DeLeon reported that a group of 15 staff and individuals attended the annual IDD Day at the Capitol. DeLeon reported that Erika Rodriguez was one of six finalists out of 3,200 DSP's throughout the state.
- DeLeon thanked all the staff with Case Management and Clawson for being a referee who helped with the Unified Basketball games. The Silver team ended up winning 25 to 22.
- DeLeon thanked Church, Backes, Denahy and the whole team for moving so quickly to get the two new individuals from CMHIP into services.
- DeLeon reported that we need RSVP's for the board planning session which will be held July 16<sup>th</sup> to 18<sup>th</sup> in BlackHawk, CO at the Ameristar Hotel.
- DeLeon invited the board to Sharon's Retirement Party on March 29<sup>th</sup> from 2-3pm.
- DeLeon invited the board to the Annual St. Patrick's Day Dinner & Talent Show on March 14<sup>th</sup> at 5:30pm.

Motion was made by Hill and seconded by Gardner to adjourn the meeting at 12:18 p.m. and enter into Executive Session.

Motion was made by Gardner and seconded by Hollar to adjourn Executive Session at 12:58 p.m.

The next scheduled meeting will be, **April 3, 2017 at 11:30 a.m.**

**Tiger Field Board Room**  
at **Inspiration**Field, 612 Adams Avenue, La Junta, CO.

Respectfully, submitted by Caitlin Coffield, Community Relations Director.

---

Caitlin Coffield, Community Relations Director

---

Melvina Skinner, Secretary

---

Jim Clawson, President