



INSPIRATION FIELD

Board of Directors Meeting Minutes

April 3, 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
Scott Monarco

MEMBERS ABSENT

John Haberman

NON-MEMBERS PRESENT

Johnnie DeLeon, Chief Executive Officer
Barb Manchego, Nurse
Julia Hoepfner, Program Supervisor
Rosa Salo, Chief Financial Officer
Mary Medina, Program Supervisor
Carrie Brown, HR Manager
Ryan Denahy, Adult Services Director
Joseph Archuleta, Program Supervisor
Caitlin Coffield, Community Relations Director
Kidron Backes, Community Supports Director

Call to Order

President Clawson called the meeting to order at 11:34 a.m.

Public Comment

Berg reported that La Junta Rotary Club will be having a Kentucky Derby Fundraiser to raise money to buy dictionaries for third graders in the Arkansas Valley. Admission is \$25 a ticket at the Kiva Museum on May 6th.

Joseph and Renee Jorbin reported that he visits the Global Treasurz stores in La Junta and Rocky Ford on a daily basis and has seen individuals not being treated with respect. He reported the floor in the Rocky Ford store is black and hasn't been mopped in months. He reported that he has found broken items on the shelves and is concerned about the individuals handling them. He has reported he has asked unpriced items to get prices, but it has never been done due to store policy. Renee reported that garment tags have been honored for the weekly sale as well. Joseph reported he has been through the chain of command with Medina and Backes to no avail. DeLeon met with couple in the internet café, immediately following their closing comments.

Minutes

Motioned by Skinner and seconded by Hollar and carried unanimously to approve the Minutes of the Board of Directors Meeting March 6, 2017.

Financials – February 2017

Salo reviewed with the board the February 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 \$55,892.71 under budget. One MW Comp individual termed effective 2/22/17. The MW Comp billable count was 68 out of 68 resources, 27 out of 29 in MW SLS and 1 out of 2 in CES.

Salaries+PTO – Salo indicated expenses were \$32,017.18 under budget and included 14 full-time vacancies.

Dues/Publications/Subscriptions/Fees: Salo indicated expenses were \$1,265.19 over budget which included \$2,576 for independent contractor vs employee status professional fees.

Salo indicated we ended February with a monthly net loss of \$16,163.67 and a Year to Date net income of \$79,147.64.

Salo reviewed the Balance Sheet as of 2/28/17. I.F. Cash Accounts were at \$433,589.67 and our Operating Account was at \$579,644.04. The Designated Funds for Building/Equipment/Maintenance balance was at \$46,230.98 and the Designated Funds for Vehicle Maintenance Facility was at \$300,061.76. Total Current Liabilities were at \$341,000.01. Long Term Liabilities were at \$2,318,140.02. Current Year Retained Earnings were at \$79,147.64.

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

Salo reported an update on Insurance Premiums for the agency. A copy is included with the meeting minutes.

Human Resources Manager Report – Carrie Brown

- Brown reported that there were six resignations and three terminations in March.
- Brown reported that six people have transferred into new positions.
- Brown reported that two people were hired in March.
- Brown reported that there are currently 16 full-time positions open. Currently there are 112 employees.
- Brown reported that Open Interviews were held in La Junta, Las Animas, and Rocky Ford with zero applicants hired.
- Brown reported that Briana Huff, HR Aide and herself attended an OJC Youth Career Fair and a Job Fair hosted by the Workforce Center.
- Brown reported that an Open Interview Session is scheduled in Rocky Ford on April 13th and New Hire Orientation is scheduled for April 17th.

Adult Services & Community Supports Director Report – Ryan Denahy

- Denahy reported that the Global Treasurz Anniversary Customer Appreciation Party will be this Saturday, April 8th from 11 am to 1 pm at both stores.
- Denahy reported that an individual has been moved into the Longhorn Host Home. We now have 10 active Host Homes.
- Denahy reported that a group attended the Harlem Globe Trotters show and they absolutely loved it.
- Denahy reported that an individual from the Proceed program has started helping in the Maintenance department until a new supervisor is hired.
- Denahy reported that the Proceed day site which is 1500 San Juan was broken into. The place was ransacked with computers destroyed, two bicycles were stolen, food taken out of the refrigerator and spread all over the floor, fire extinguishers were extinguished all over the walls, and numerous items just trashed.
- Denahy reported that South 2nd and North 13th Group Homes are switching places with individuals and staff moving.

Interim Case Management Director Report – Kidron Backes

- Backes reported that the two new enrollments from CMHIP started services on March 2nd.
- Backes reported that there were no terminations in the program.

- Backes reported that there was one referral for SLS, it is possible that services will start in March.
- Backes reported that there are 18 actively enrolled in the EI program. Four evaluations are pending and there were nine referrals in February.
- Backes reported that one child has been approved for another year of services in CES and one child is in the application stage.
- Backes reported that they are currently working on four referrals for determinations.
- Backes reported that one case manager has resigned, so now there are two open positions.
- Backes reported that the minimum qualifications for Case Manager has changed to having an AA degree with three years related experience or a Bachelor's degree. Backes hopes that will increase the applicant pool.
- Backes reported that the New Bridge launched on March 1st. They are still experiencing many problems with the system, which is happening state-wide.
- Backes reported that letters were sent out to the families that were awarded Family Support funds with information on how much funding they have available and the deadline to use that funding.
- Backes reported that Zeke Vigil has been promoted to Maintenance Manager.

Community Relations Director – Caitlin Coffield

- Coffield reminded the board to get the Latin Sol tickets turned in by April 20th.
- Clawson reminded the board to turn in their \$50 donation for the golf tournament.

Dispute Resolution Policy – Johnnie DeLeon

DeLeon reported that changes have been made to the Dispute Resolution Policy to correctly state Division for Intellectual and Developmental Disabilities (DIDD) and Colorado Department of Public Health and Environment (CDPHE). (a copy is included with the meeting minutes.)

Motion was made by Berg and seconded by Monarco and carried unanimously to approve the revisions made to the Dispute Resolution Policy.

Chief Executive Officer Report - Johnnie DeLeon

- DeLeon thanked staff for their work in hosting the St. Patrick's Day Dinner and Talent Show.
- DeLeon reported that Church's Retirement Party was held last Wednesday. Church has decided to stay as the EI Coordinator until April 30th. DeLeon thanked Church for all her hard work and shared a PowerPoint created by Coffield. DeLeon also gave Church a \$100 gift card.
- DeLeon reported that Case Management is currently in transition to a new system for the bridge. DeLeon thanked Salo for all her hard work in the transition and gave her a \$50 gift card. The transition is now at 87.5% claims paid.
- DeLeon reported that they are still waiting for the DOL Ruling on the employee vs. contractor case with the Colorado Supreme Court. It can take up to six months for a decision.
- DeLeon reported that a letter was sent to the states by the Fed's giving more time to transition with the HCBS Rule.
- DeLeon reported that on Wednesday, we are hosting area rural CCB Directors to discuss rural issues.
- DeLeon reported that the state budget has proposed rate increases of 1.5% COLA and 0.5% merit for state employees and a 1.4% increase for providers.
- DeLeon reported that a \$4.7 million supplemental for SLS has been implemented and approved and will be allocated among SLS providers based on numbers served in hopes of stopping SLS providers from dropping services.
- DeLeon reported that the Girl Scouts donated between 600-700 boxes of cookies to the agency and they have been split up between staff and individuals.
- DeLeon invited the board to the Global Treasurz Customer Appreciation and 10-Year Anniversary Celebration Party on April 8th.
- DeLeon reminded the board that Cinco de Mayo is May 6th and the Golf Tournament is May 12th

and 13th.

Motion was made by Hollar and seconded by Matthews to adjourn the meeting at 12:52 p.m. and enter into Executive Session.

Motion was made by Berg and seconded by Matthews to adjourn Executive Session at 1:03 p.m.

The next scheduled meeting will be, **May 1, 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