



INSPIRATION FIELD

Board of Directors Meeting Minutes

March 2, 2020 - 11:30 a.m. at

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

MEMBERS PRESENT

Helen Hollar, President
Steve Berg, Vice-President
Nathan Clem
Rob Oquist, Secretary
Danny Yost
Margie Gardner
Elaine McIntyre
Jenny Snyder

MEMBERS ABSENT

Pat Finkner, Treasurer

NON-MEMBERS PRESENT

Johnnie DeLeon, Chief Executive Officer
Nicole Baylor, Community Supports Director
Ryan Denahy, Adult Services Director
Rosa Salo, Chief Financial Officer
Caitlin Coffield, Community Relations Director
Kidron Backes, Case Management Director
Candi Hill, HR Director

Call to Order

President Hollar called the meeting to order at 11:42 a.m.

Public Comment

- Backes introduced Allye Batterton, a new case manager will be working primarily with the children's program.
- Baylor introduced Lacy, a direct support professional who received a letter from the Nursing department who thanked her for all her hard work with a certain individual. Baylor presented Lacy with a gift certificate to the InspirationField Gift Shop.
- DeLeon reported that Snyder would not be able to get to the board meetings till 12pm so he asked the board to change the start time to 12pm. Lunch will be served at 11:45am. The board agreed; no motion necessary.
- Hollar reported that she attended the Mardi Gras Party and had a lot of fun.

Minutes.

Motioned by Yost and seconded by Oquist and carried unanimously to approve the Minutes of the Board of Directors Meeting, February 3, 2020.

Financials – January 2020

Salo reviewed with the board the January 2020 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 \$12,160.47 under budget. The MW Comp billable count was 64 out of 64 resources, 17 out of 19 in MW SLS and 1 out of 3 in CES.

Public Support – Contributions/Fundraisers – Salo indicated revenue was \$5,828.46 under budget which included expenses of \$1,855 for the Mardi Gras event, and \$2,190 for the Golf Tournament. Revenue to follow in February and May 2020.

Salaries & PTO – Salo indicated expenses were \$14,437.85 over budget and included the increase in minimum wage, longevity increases and 1% non-DSP increases that were effective the full month of

January 2020. We had 17 full-time vacancies as of 1/31/2020.

Computer Supplies – Salo indicated expenses were \$8,005.00 over budget and included \$10,505 for Relias online learning software renewal.

Salo indicated we ended January with a monthly net loss of -\$47,438.49 and a Year to Date net loss of -\$142,069.79.

Salo advised the board that MW Comp enrollments were increasing – two additional individuals were enrolled in February 2020; the targeted rate increases for group homes took effect 1/1/2020 and provide approximately \$20,000 in additional monthly revenue; and two CDOT grants are still anticipated to be received within the fiscal year for \$104,000. With the addition of a new case manager, targeted case management billing/revenue is anticipated to increase; Global Treasurz sales are approximately \$20,000 below budget – the warmer weather should increase donations and sales; and the budgeted sale of 904 S. 7th in Rocky Ford for \$75,000 has not yet occurred. The home may remain open if we are able to enroll 3 additional MW Comp individuals.

Salo reviewed the Balance Sheet as of 1/31/20. I.F. Cash Accounts were at \$508,362.95 and the Operating Account was at \$181,733.49. The Designated Funds for Building/Equipment/Maintenance balance was at \$68,812.98, the Designated Funds for Vehicle Maintenance Facility was at \$7,593.54, and the Designated Funds for the Global Treasurz Building Expansion balance was at \$62,427.33. Total Current Liabilities were at \$363,443.36. Long Term Liabilities were at \$1,886,808.09. Current Year Retained Earnings were at -\$142,069.79.

Motioned by Berg and seconded by Yost and carried unanimously to approve the Financials for January 2020.

Human Resources Director Report – Candi Hill

- Hill reported that we had three resignations or terminations in the month of February. Turnover rate for February was 2.79%. We had 15 vacancies at the end of January. New hire class will be April 6th.
- Hill reported we held an exclusive hiring event in February with 5 or 6 potential candidates for hire.
- Hill reported they are planning to hold an Open Interview Session in Rocky Ford and will be at the Youth Job Fair for the Colorado Workforce Center.
- Hill reported that they will be meeting with Flood and Peterson Insurance next week to review new insurance information.

Community Supports Director Report – Ryan Denahy

- Denahy reported that we will be adding exterior signage to the 5 Star Automotive Shop. One metal sign on the building and a lighted sign out front just like the one at 612 Adams.
- Denahy reported that the Grand Opening for 5 Star Automotive will be March 25th from 4pm to 6pm.
- Denahy reported that a potential new enrollment that we met in January came back for the 2nd visit which went well and he has selected IF to be his service provider. We are working on his enrollment date and logistics of the move.
- Denahy reported that we need to complete a HUD housing reserve spend down for the Riverside GH by June 7th. We have \$1,193 that must be spent or we lose it. We have a total of \$6,076 in reserves available to use. We are receiving a bid from Valley Pipeline to replace our sewage ejection pump and system which we have had trouble with through the years.
- Denahy reported they attended IDD Day at the Capitol last week. A group of 5 individuals and 3 staff went to Boondocks on Tuesday evening, stayed the night and then went to the Capitol on Wednesday, followed by the Alliance Luncheon afterwards. The group had a great time.
- Denahy invited the board to attend the Annual St. Patrick's Day Dinner and Talent Show which will be held on March 17th at 5:30pm.

Community Support Director Report – Nicole Baylor

- Baylor reported that Global Treasurz sales were \$11,756.97 for February which was a decrease from last year of \$4,561.44.
- Baylor reported that a new individual came into services on February 26th. He was an emergency resource and will be living at the Prairieview Group Home. He will also be attending Day Program.

Case Management Director Report – Kidron Backes

- Backes reported that we received two EI referrals from CAPTA and one from Nurse Family Partnership. There are currently 42 active in EI.
- Backes reported that we are currently supporting 12 families and 15 children in the Family Support Program. Backes reported that we will be receiving additional one-time funds and she is working with the CM team to identify how we can use them.
- Backes reported that there are new enrollments to DD Waiver. Another individual is coming from WWRC in March. The team will go to WWRC on March 11th for his service plan meeting he will be transitioning into our Residential services shortly thereafter. He will maintain his CM services through TRE.
- Backes reported that a meeting is scheduled with Amanda Lofgren and Bonnie Silva on March 2nd to discuss specific information related to our Agency/BCP, etc.

Community Relations Director – Caitlin Coffield

- Coffield thanked the Mardi Gras team and all the volunteers for helping with the Mardi Gras Party. The Crawfish Boil especially seemed to be a big success.
- Coffield reported that the hotel rooms at the Ameristar in BlackHawk will be \$119 a night for single rooms. Coffield reminded the board that the Board Planning Session will be July 12-14th, 2020.

Chief Executive Officer Report - Johnnie DeLeon

- DeLeon thanked the Mardi Gras team and all the volunteers for the Mardi Gras Party. DeLeon reported that we will lose money this first year. However, we had to try the fundraiser to see if it could replace Cinco de Mayo. We will secure a Title Sponsor for next year and turn a profit. DeLeon reported that everyone enjoyed the event and about half of the crowd dressed up in costumes for the dance.
- DeLeon reported that Samantha O. received an honorable mention for Alliance Direct Support Professional of the Year. Sam finished in the Top 6 throughout the state.
- DeLeon reported that the Department of Labor Law passed rules to raise minimum salary for exempt employees to \$55,000.
- DeLeon reported the sub-minimum wage bill came out of committee 9-2 vote with a four year phase out.
- DeLeon reported that Adult Protective Services bill is making more strict guidelines and more responsibilities for mandatory reporters.
- DeLeon reported that HCPF talked eliminating the 3rd party broker and utilizing regional case management entities. Also, HCPF took a new position on CFCM and stated that you can't be a CMA and a service provider, even if it's for different parties. Conflict Free Case Management has a 3rd party administrator – one CMA for the whole region.
- DeLeon reported that even before End the Waitlist legislation is passed, the state budget is already \$150 million over budget approximately. 25-30 legislators have expressed interest as sponsors and JBC members will be a bi-partisan support.
- DeLeon invited the board to the Grand Opening of 5 Star Automotive on March 25th from 4pm to 6pm.

The board adjourned the meeting at 12:40 pm.

The next scheduled meeting will be April 6, 2020 at 11:30 am
at Tiger Field Board Room, **Inspiration**Field, La Junta, CO.

Respectfully, submitted by Caitlin Coffield, Community Relations Director.

Caitlin Coffield, Community Relations Director

Rob Oquist, Secretary

Helen Hollar, President