



InspirationField Board of Directors Meeting Minutes
October 5, 2021 / 1:30 pm
612 Adams Avenue, La Junta, CO / Tiger Field Board Room

1. Call to Order

President McIntyre called the meeting to order at 1:35 pm.

2. Roll Call

There were sufficient members for a quorum.

A. Members Present

Elaine McIntyre, Nate Clem, Jenny Snyder, Steve Berg, Danny Yost, Pat Finkner, Margie Gardner

B. Members Absent

C. Staff Present

Johnnie DeLeon, Ryan Denahy, Kirsten Bonds, Caitlin Coffield, Nicole Baylor, Brittany Baylor, Niki Liddle, Julia Hoepfner, Brittany Leyba

3. Public Comment

Denahy announced that one of our Host Home Providers recently passed away due to COVID-19 at the end of September. Denahy also announced that one of our Program Supervisors, Joseph Archuleta has resigned after 29 years.

4. Approval of Minutes

Coffield reported that she entered a couple wrong amounts on the financial section for the September budget, but they have been corrected.

Motioned by Gardner and seconded by Yost and carried unanimously to approve the corrected Minutes of the Board of Directors Meetings held on, September 7, 2021.

5. Approval of Financials

Salo reviewed with the board the August 2021 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 MW Comp billable count was 67 out of 67 resources, 12 out of 16 in MW SLS and 1 out of 2 in CES.

Salaries & PTO – Salo indicated there were 25 full time vacancies.

Payroll Taxes, W/C – Salo indicated we received \$15,769 work comp premium audit credit for FY'21 – offset Aug '21 work comp premium and partial Sept. '21.

Medical & Other Supplies/Equipment – Salo indicated \$1,715 for refrigerator/freezer at Enrich; \$1,198 for lockers at day program sites; \$2,850 for six tables at 612 Adams.

We ended August with a monthly net income of \$12,424.07 and a Year to Date loss of \$17,862.42.

Salo reviewed the Balance Sheet as of 8/31/21. I.F. Cash Accounts were at \$585,788.69 and the Operating Account was at \$850,020.54. The Designated Funds for Building/Equipment/Maintenance balance was at \$68,827.10, the Designated Funds for Vehicle Maintenance Facility was at \$7,796.80, and the Designated Funds for the Global Treasurz Building Expansion balance was at \$64,210.30. Total Current Liabilities were at \$504,833.90. Long Term Liabilities were at \$531,714.56. Current Year Retained Earnings were at - \$17,862.42.

Motioned by Finkner and seconded by Berg and carried unanimously to approve the August 2021 financials.

6. Department Updates

Human Resources Director Report – Kirsten Bonds

- Bonds shared the turnover ratios for the agency. Overall rate so far for 2021 was 4.3%. (A copy is included in the meeting minutes).
- Bonds reported that herself and Baylor attended a Job fair at OJC and stated that it wasn't a big turnout of applicants.
- Bonds reported that we have several positions listed on ApplicantPro and we're hoping that the increase in minimum wage will attract new applicants.
- Bonds reported that we hold our own internal job fairs in the next few months.
- Bonds reported that Regina P. will be transferring into the HR Coordinator position starting Oct. 18th.

Adult Services Director Report – Ryan Denahy

- Denahy reported the total revenue at 5 Star Auto for jobs completed in July was \$5,085. Denahy reported that we are holding the Grand Opening event next Wednesday, October 13th from 4:30 to 6:00pm. There will be hot dogs, root beer floats and giveaways.
- Denahy reported that the REAC inspection was completed at the Prairieview group home. We received three deficiencies: a small hole in the exterior stucco, a small crack in the drywall in a bedroom, and a gap in the seal of one of the exterior doors. Overall, it went very well. We have not received the final report yet, but a score in the 90's is expected, which is excellent.
- Denahy reported that we have approved a new Host Home Provider in Las Animas. He has completed his training and is ready for an individual to move in. We currently have 10 host home providers.
- Denahy reported that we had an individual move out of our South 2nd group home and remove himself from services.
- Denahy invited the board to the Adult Halloween Party that will be held on Tuesday, October 26th at 5:30pm. There will be dinner and a dance. Sweet Inspirations will be cooking.

Community Support Director Report – Nicole Baylor

- Baylor reported that Global Treasurz sales for August were \$10,130.57 which was a decrease of \$3,029.98 from last year.
- Baylor reported that both day programs have opened up. Starting yesterday, Oct. 4th, individuals and staff started coming to the day program sites. Lunch will be provided in their room. We hope to restart Meals on Wheels as long as COVID tests come back negative.
- Baylor reported that Nursing and herself will be attending the CANDD conference held Oct 7-8 in Steamboat Springs. There will be networking with other facilities.

- Baylor reported that that COVID/Flu Vaccine Clinic was held on September 29th. There was over 80 shots given that day. Baylor thanked Nurse Niki for running the COVID/Flu clinic and thanked Rafael for making cookies.



Case Management Director Report – Brittany Baylor

- Baylor reported that they have sent out satisfaction surveys to the Family Support Program.
- Baylor reported that IF is hosting a Tools for Success Class coming up in November for Bent, Otero, and Crowley Counties Early Childhood Council Annual Fall Conference. They will be discussing strategies and tools for challenging children. It will be Nov. 6th from 9am to 12pm. Cost is \$15 person and registration is due October 25th.
- Baylor reported that the stakeholders are still meeting about who will complete evaluations in the future. Currently, BOCES completes them but there is discussion about having regional teams completing them. We will keep everyone posted with updates.

Community Relations Director – Caitlin Coffield

- Coffield asked the board, directors and supervisors to turn any money collected for selling Monster Bash tickets.
- Coffield invited the board to the annual Trunk or Treat event that will be held on October 29th from 3:30 to 5:15pm.
- Coffield reported that we have received \$6,862 in emergency funding for the CACFP lunch program.
- Coffield asked the board if they would be willing to judge a Halloween Door Decorating contest before the next meeting on Nov. 2nd at 1:15pm.

Chief Executive Officer Report - Johnnie DeLeon

- DeLeon reported that we reopened Day Program yesterday, October 4th. We had 11 individuals, four staff, and 3 host home providers test positive for COVID and one host home provider passed away.
- DeLeon reported that Governor Polis and CDPHE mandated the COVID vaccination for all employees in healthcare settings or they can apply for a medical or religious exemption. The first COVID shot must be received by Sept. 30th and the 2nd by Oct. 31st. All new hires must be vaccinated or be willing to apply for a medical or religious exemption effective Oct. 31st.
- DeLeon reported that the overall vaccination rates were: Individuals in Service – 87%, Staff – 74.7%, and Host Home Providers – 87.5%. Total overall was 81.7%.
- DeLeon reported that CDPHE received a lot of pushback for requiring the COVID vaccination for 100% of employees. CDPHE is working on lowering that to 90%.
- DeLeon reported that the JBC approved the ARPA American Rescue Plan Act on Sept. 21st. The #1 priority was to strengthen the workforce and enhance rural sustainability. \$280 million out of \$530 million ARPA funds. DeLeon reported rate increases for services provided by DSP's (\$262 million). Retroactive 2.11% rate increase for HCBS services from April 1, 2021 to March 31, 2022. Funds to raise minimum wage for DSP's to \$15/hr. from Jan. 1, 2022 to March 31, 2023 – wage pass through \$207 million.
- DeLeon reported that we will implement the \$15/hr. increase starting Dec. 20th for DSP's. They have the lowest wages and hardest work.
- DeLeon reported that we have been paying Superhero pay since Dec. 28, 2020. Admin received 3% and DSP's received 5%. We will extend that through Dec. 19th.
- DeLeon invited the board to the 5 Star Auto Grand Opening on October 13th from 4:30 to 6:00pm.

- DeLeon invited the board to the Monster Bash on October 30th, Trunk or Treat on October 29th, Santa's Workshop on Dec. 1st, the Annual Dinner on Dec. 6th, and the Volunteer & Donor Appreciation Party on Dec. 3rd.
- DeLeon invited the board to the LJHSD Groundbreaking on Oct. 14th at 2pm.

6. Meeting Adjourned

The board adjourned the meeting at 2:33 pm.

The next scheduled meeting will be November 2, 2021 at 1:30 pm in Tiger Field.

Respectfully, submitted by Caitlin Coffield, Community Relations Director.

Caitlin Coffield, Community Relations Director

Elaine McIntyre, President

Margie Gardner, Secretary