



## INSPIRATION F I E L D

### Board of Directors Meeting Minutes

January 5, 2015 - 11:30 a.m. at

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

#### MEMBERS PRESENT

Jim Clawson, President  
John Gallegos, Vice President  
Midge Cranson, Treasurer  
Michael Matthews  
Melvina Skinner

#### MEMBERS ABSENT

Curtis Peacock  
Helen Hollar  
Bob Samaniego  
Margie Gardner  
Steve Berg

#### NON-MEMBERS PRESENT

Johnnie DeLeon, Chief Executive Officer  
Barb Manchego, Nurse  
Rosa Salo, Chief Financial Officer  
Julia Hoepfner, Adult Services Director  
Zena Hansel, Day Program Supervisor  
Ryan Denahy, Community Supports Director  
Sharon Church, Case Management Director  
Trish Jenkins, Residential Program Supervisor  
Liz Critchfield, HR Director  
Caitlin Coffield, Community Relations Manager  
Kidron Backes, Day Program Supervisor  
Doug Murphy, Residential Program Supervisor

#### **Call to Order**

President Clawson called the meeting to order at 11:41 a.m.

#### **Public Comment**

- Cranson mentioned that she knows a patient in Hospice care that is in need of a lounge chair with a lift and asked if we could have staff at Global Treasurz keep an eye out for one.
- DeLeon introduced Joni Stevens, our new Adult Services Director who will be taking over for Julia Hoepfner. Hoepfner will become our new Chef for our upcoming catering service.

#### **Human Resources Report – Liz Critchfield**

- Critchfield reported that in November there were five new hires, two terminations, and two resignations. In December there were two new hires, three terminations, and three resignations.
- Critchfield reported that we held a Job Fair in Rocky Ford through the Colorado Workforce Center on November 12<sup>th</sup> with 14 employers.
- Critchfield reported that an Open Interviews session was held on December 30<sup>th</sup> with 14 participants.
- Critchfield reported that we currently have 15 full-time and 7 part-time positions open.

#### **Adult Services Director Report – Julia Hoepfner**

- Hoepfner welcomed Joni and stated that she believes Joni will be a great addition to the team.
- Hoepfner reported that in November and December, recreation events kept the individuals busy with a Special Inspiration Bible Study, a turkey dance, lunch and a movie, shopping trips for Christmas gifts, dinner and theater, New Year dance, and the Koshare's Winter Show.
- Hoepfner reported the Residential Supervisors have been busy interviewing possible new staff.

#### **Director of Community Supports Report – Ryan Denahy**

- Denahy reported sales in November for Global Treasurz La Junta at \$15,563 and Rocky Ford was

\$4,999. This is \$1,691 more than November of last year. Year to date in 2014/2015 was positive \$21,425 compared to last year.

- Denahy reported that carports have been installed at both Global Treasurz locations. This will extend covered drop off for both facilities and also created a secure outdoor sales area for La Junta.
- Denahy reported the roof damage to Global Treasurz La Junta from the wind storm in September led to an inspection by an engineer because the insurance adjuster had questions regarding the proper installation of the roof. The inspection took place and claim has been denied due to poor quality and defective installation. Work continues with the roofing company and insurance company to resolve the situation.
- Denahy reported an individual received a job at Pizza Hut. He was hired to bus tables and wash dishes and has been doing really well. He has started training with saucing the hot wings, and if he continues to progress he will be making Pizza's next.
- Denahy reported they are in discussions with La Junta Otero Housing Authority to possibly submit a bid to clean their main facility in La Junta on 5<sup>th</sup> St. 3 days a week. They are currently in the process of helping them determine their need and assisting with a scope of work to be performed.
- Denahy reported he attended an FTA training conference in December on proper procurement procedures. During this training, it was discovered that we have an issue with our current CDOT vehicle grants. CDOT placed three vehicles on one contract which kicks in an FTA buy America clause due to the total amount exceeding \$100,000. This is a problem because the parts for even the American-made cars are outsourced and made overseas, so they do not meet the criteria. They are working on possible solutions through CDOT.
- Denahy reported that the annual Thanksgiving Luncheon in Las Animas was another success. Denahy thanked Hansel for organizing and leading the event, and Backes, Archuleta, Malden and Fernandez for working on the planning committee, and to all of the volunteers who assisted in the event itself.

### **Case Management Director Report – Sharon Church**

- Church reported that there were two enrollments into the SLS Medicaid Waiver during the month of December. Both enrollments are participating in Day Program services and participating in some community support connections. November numbers for SLS are 30 out of 32 in services.
- Church reported that there was one new enrollment into Comp services during the month of December. Church reported an individual; V. Apodaca has been put under Hospice care because she has cancer. December numbers for Comp services are 70 out of 72.
- Church reported in Children's services during November and December, there were seven referrals. Average enrollment in December was 27.
- Church reported Case Management hosted the annual Children's Christmas party with Santa, goodie bags and games and it was a lot of fun.
- Church reported Case Management also hosted the annual Self Advocacy Christmas party with a movie, pizza and a gift exchange.

### **Community Relations Manager – Caitlin Coffield**

- Coffield reported that planning will begin very soon for our annual Cinco de Mayo and Golf events and tickets will be ready for the board to sell at the February board meeting.
- Coffield reported that planning for a tentative Valentine's Day Dinner will begin and hopefully we can host the dinner to be open to the public.

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

- DeLeon thanked everyone who helped with the Thanksgiving Luncheon, the Children's Christmas party, and also who helped set up and tear down all the Christmas decorations throughout the building.
- DeLeon reported we held our first annual Santa's Workshop for the community with around 450

people in attendance. We had a Host Home Provider booth as well as a Job Recruitment booth, and provided fun for the children with face painting, cookie decorating, craft creation and a visit with Santa. It was a huge success.

- DeLeon reported at the state level there has been discussion about moving Child Find for Early Intervention from the schools to CCB's.
- DeLeon reported the 2015-16 state budget is proposing a ½% rate increase and ½% targeted. Alliance is asking for 3.9% (2.9%) for Denver/Boulder CPI plus 1% bcs behind from other years.
- DeLeon reported Joni will transition and officially take on her role on February 9<sup>th</sup>. Julia will begin cooking and replacing Sodexo around February 17<sup>th</sup>.
- DeLeon shared an example of the scorecards that will be implemented in February. A printout is included with the meeting minutes.
- DeLeon reported we held Staff Appreciation Week in November and thanked his Direct Reports for all their help.
- DeLeon thanked all the board members and staff who helped stuff bags for Toys for Tots. (Cranson, Hollar and Matthews helped stuff bags.)
- DeLeon reported we will have our next Dream Fund Meeting on January 7<sup>th</sup> and they should have something to report at the February board meeting.
- DeLeon reported he will be looking at a generator purchase in case of power outage at the building.
- DeLeon thanked Critchfield and all Directors and Supervisors who helped with the Open Interviews Session on December 30<sup>th</sup>.

The board adjourned the meeting at 1:03 p.m.

The next scheduled meeting will be, **Monday, February 2, 2015 at 11:30 a.m.**  
at **InspirationField**, 612 Adams Avenue, La Junta, CO.

Respectfully, submitted by Caitlin Coffield, Community Relations Manager.

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Caitlin Coffield, Community Relations Manager

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Melvina Skinner, Secretary

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Jim Clawson, President