



Board of Directors
June 14, 2017
Yampa River State Park
Hayden, Colorado

Members Attending: Bob Grover, Terry Jost, Lu Etta Loeber, Fred Wolf, Tom Soos, Dennis Kuntz, Michael Turner, and by phone - Susie Baird

Members Excused: Julie Pearce, Jeff Dockstader, and Beth Davison

Staff Present: Susan Mizen and Matt Morrill

Guest: Debbie Beckett

Call to Order

Bob Grover called the meeting to order and welcomed Debbie Beckett.

He acknowledged the crew who helped with Bike Day – Michael, Dennis, Lu Etta and Terry – and commented on the success of the 5th annual Pick a Dish in Craig.

He noted that later in the agenda, the board will be asked to pass a resolution for the USDA in order for them to release funds to purchase a vehicle for Meeker.

Bob told the board that there is a new way for individuals to save money without jeopardizing their Medicaid eligibility. They are called ABLE accounts and work very well for some people but not for everyone.

The CFCM bill was signed by the governor. Susan will prepare a request for a rural exemption and submit it prior to July 1st.

Bob reminded the board that we are doing additional things to comply with the transparency bill – SB 16-038. We may need to update our bylaws.

Approval of Minutes

Motion: “To approve the board meeting minutes from April 12, 2017.”

First: Lu Etta Loeber
Second: Michael Turner

The motion passed unanimously.

Approval of a New Board Member

Motion: "To approve Debbie Beckett as our newest board member."

First: Terry Jost
Second: Michael Turner

The motion passed unanimously.

Director's Report

Personnel: Amy offered the Routt County Child & Family Service Coordinator position to Lindsey Garey. Lindsey has lived in Steamboat with her family for 9 years. Prior to moving to Steamboat she was a Children's Service Coordinator for the CCB in Grand Junction.

Horizons partnered with a group of parents of school age children with Down syndrome to bring a Physical Therapist with expertise in Down syndrome to Steamboat four times over the next year. On her first visit May 11th and 12th, she offered a workshop for staff about strategies for getting people moving. On her next visit, she will do an evaluation for an adult in our program.

There was a free, two day Person Centered Thinking training in Glenwood Springs. We sent 9 people. Eighty-eight percent of our staff have been trained in Person Centered Thinking.

The Safety Committee met in Craig to identify safety-related projects and talk about ways to prevent injuries at work.

Alliance's annual Summit is June 21-23. All members of the Leadership Team will attend at least the first two days. Representative Rankin will receive Alliance's Legislator of the Year award.

Lynne is looking into the possibility of DVR contracting with Horizons to provide payroll services for youth placed in jobs by DVR. The biggest concern is the possibility of worker's comp claims.

Horizons nominated Meghan McNamara for the 20 under 40 (years of age) award in Steamboat.

Lynne is taking the lead in researching options for Horizons' health insurance renewal. Our broker, Scott Erickson, is encouraging us to look at a partially self-funded plan. The plan can be structured to eliminate risk.

Amy Ibarra and Lindsey Garey attended the two-day Early Intervention Statewide Meeting in May.

Yvonne Truelove and Heather Gibbon went to training called The Aging Brain. They will share what they learned with staff.

The Routt County all staff retraining day was 5/16. The Moffat County date is July 13th. Horizons' agency nurses, Wanda and Cathy, attended the state nursing meeting in May. Lynne attended a statewide Human Resource Professionals meeting in May.

Amy attended a statewide Family Support meeting in May.

Horizons' agency liability insurance broker is seeking a bid from a company that offers more flexibility than the current carrier as far as insuring drivers under age 21.

Program: Milestones annual talent show was held at the Chief Theatre in Steamboat on May 3rd.

The woman who received an emergency comprehensive resource moved into the Rose Street group home on May 1st.

The City of Craig will improve their accessibility this summer by adding sidewalks. This is due in part to the work of the Accessibility Group through the Center for Independence which Michael and others are members of.

The City of Steamboat recognized Sue White's accomplishments by passing a proclamation at their May 2nd City Council meeting.

Western Security did fire safety inspections in Craig.

Special Olympic competitions are underway. Deb Kirby took three people to events in Grand Junction this weekend. Special Olympics softball practices start in Steamboat.

Freedom Hooves started in Craig.

Boating at Stagecoach starts on Monday.

Three people went on a great trip to Cleveland. They private-paid two staff to accompany them. The trip was organized by the newly formed Horizons Travel Club.

Bike Day was the 8th. Thank you to Dennis, Terry & Sharon, Michael and Lu Etta for helping serve lunch. Steamboat Ski & Bike Kare donated time for two mechanics.

A group of staff and clients volunteered for the Steamboat Marathon aid station. A runner from Ft Collins pushed an adult client in a jogger the entire half marathon. He works for a company called Athletes in Motion.

Routt County United Way's Day of Caring was in May. Crews cleaned vehicles at Oak Street and worked on decks at a group home.

A resident of SCA is moving to the new low income apartments on Elk River Road. There are four internal applicants for the SC apartment but they have not yet been prioritized.

Horizons has been overwhelmed with surveys from the state. Tatum took the lead on two provider surveys that were incredibly time consuming. One is a rate survey that seems designed to break down residential services into units like those in day program. This change is related to the waiver consolidation effort.

Two site visits will happen the last week of June. A settings rule site visit will focus on person centeredness in one of our group homes. It is not a compliance survey but rather a technical assistance survey to prepare for enforcement of the federal settings rule in July 2019. The other site visit is a Performance Review by HCPF of Horizons' administrative and Case Management functions. This one is a compliance survey. CCBs who have had their Performance Review said it is a difficult process.

Budget preparation is underway.

Early Intervention Colorado was in Steamboat for two days to hold Global Outcomes for Infants and Toddlers (GO4IT) training. Child & Family Service Coordinators (Tanya Ferguson, Amy Miller, Sarah Grimes, Lindsey Garey), Amy Ibarra, Jodi Glaisher and Susan attended the training. They will offer a second training for Service Coordinators and therapists in the fall.

Resource Development: Pick a Dish was a big success. More tickets were sold, the venue was great, and the food was excellent. Thanks to higher ticket sales and a new sponsor, we made

\$7000 before expenses which is \$2300 more than last year. There was a debrief meeting on May 4th.

Deirdre and Susan presented to the Women Who Wine group in Steamboat on May 3rd in the evening. The presentation was about the Early Intervention program and resulted in a \$300 donation.

Horizons received approximately \$700 from the Poker Run fundraiser in Craig. They chose Horizons as the beneficiary again this year because we wrote such great thank you notes last year!

Horizons received a \$15,000 anonymous donation from a philanthropic trust on the east coast.

Susan and Deirdre are still working with USDA Rural Development to meet their requirements for the \$8000 grant toward the cost of a vehicle for Meeker. The board needs to approve and sign a form at the June meeting.

Ron Schaeffer of Victory Vision in Craig has become more than a donor. He has adopted the lawn at the Breeze Street Day Program and made it look terrific! He donated supplies and a grill.

State News: The Conflict Free Case Management bill made its way through the legislature and was signed by the governor. We feel it is a bill we can live with.

Horizons may need to make changes to bylaws as a consequence of Senate Bill 16-038, the transparency bill. Our attorney is reviewing them now.

Alliance News: One of the larger members of Alliance is leaving the group. This could change dramatically how Alliance looks since their dues are significant.

Alliance issued a Press Release regarding the AHCA. Many disability advocates are concerned about per capita caps and block grants for Medicaid funding.

Board News: Susan distributed the current version of the strategic goal tracking form. The board supports the wording of the goals and the strategies for implementing them.

Housing: Lynne gave the housing report by phone:

The Oak Street exterior is being painted.

For the Day of Caring, crews removed a side deck at Westside and prepped and stained the front deck.

Star Place has safer steps in the garage.

Bids were secured for tree trimming in Craig.

Bids are being solicited for fence repair and yard maintenance in Craig.

The sewer line repair is underway at Rose.

Tom noted that there are problems with the metal roof at Breeze Street. Lynne and Sam noticed it too and will follow up. A volunteer, Ron Schaeffer, has donated hours of time working on the yard at Breeze Street. He will be invited to the annual luncheon to thank him.

USDA Resolution

Motion: "To adopt standards of conduct and procurement as described in the USDA Resolution and authorize Lu Etta Loeber to sign it."

First: Fred Wolf
Second: Terry Jost

The motion passed unanimously.

Finance Report

Matt presented the financials through March 31, 2017. Actuals are still favorable to budget but Matt expects the amount to decrease as the end of the year approaches.

Matt reviewed a separate handout that compares variances for the first 9 months of the current fiscal year to variances for the first 9 months of last fiscal year. There are no variances that cause concern.

Motion: "To approve the financials through March 31, 2017."

First: Fred Wolf
Second: Terry Jost

The motion passed unanimously.

Matt told the board that there was an account receivable for residential billing that Horizons had to write off. Our policy states that accounts to be written off that are over \$5000 shall be presented to the board for approval. The receivable in question resulted from a gap in eligibility for an adult in the comprehensive waiver program. Horizons appealed to the director of the local department of social services but there was nothing more than could be done.

Motion: "To approve writing off uncollectable residential billing for a two month period."

First: Terry Jost
Second: Lu Etta Loeber

The motion passed unanimously.

Susan and Matt presented Bob Grover with the engagement letter from our auditor for the Soda Creek Apartments.

Program Presentation

Susan invited the board to critique our orientation for new board members. She proposed involving other members of the Leadership Team in the orientation of new members. There was a consensus that the program tours need more emphasis since they are so important. Susan will arrange tours of homes and the office in Craig before and/or after the annual luncheon at the Breeze Street Day Program site. As orientation meetings are scheduled for Debbie, Susan will notify Susie and Tom (as the newest board members) to see if they would like to participate in the meeting.

Susan will make minor adjustments to the orientation materials and bring them back to the board for their approval.

The bylaws are not yet ready for board review but may be by the July meeting.

Public comment

There was no public comment.

Adjourn

Motion: "To adjourn the meeting."

First:	Terry Jost
Second:	Michael Turner

The motion passed unanimously and the meeting was adjourned.