



Board of Directors
September 13, 2017
Yampa River State Park
Hayden, CO

Members Attending: Bob Grover, Terry Jost, Lu Etta Loeber, Dennis Kuntz, Jeff Dockstader, Julie Pearce, Beth Davison, Debbie Beckett, and by phone – Fred Wolf

Members Excused: Tom Soos, Susie Baird, and Michael Turner

Staff Present: Susan Mizen, Matt Morrill, and Lynne Cleveland Swanson

Guest: Ron Schaeffer

Call to Order

Bob Grover called the meeting to order and welcomed our guest.

President's Remarks

Bob noted that the Finance Committee met on Monday to review the budget. He commended Matt on his excellent presentation – clear and understandable. The Finance Committee talked about the need to raise Moffat County's starting salary to \$12.00/hour by 2020 to comply with the new minimum wage law. Committee members emphasized their belief that \$12/hour is not enough given that the bar will continue to rise. Bob also noted that the capital budget is \$150,000. He told the board that he is pleased with the budget that is being presented later in the meeting.

Approval of Minutes

Motion: "To approve the board meeting minutes from August 9, 2017."

First: Terry Jost
Second: Jeff Dockstader

The motion passed unanimously.

Director's Report

Personnel: After interviewing four strong internal candidates, Tatum offered the Routt Day Program Coordinator position to Leah Helme. Leah is currently the House Coordinator at the Westside Group Home in Steamboat. The House Coordinator position at Westside is open.

A large group of people dedicated a tree to Ginny Cannon's memory on August 25th. The maple tree is at the main office just outside Lynne and Michele's window. The dedication followed the annual ice cream social which from now on will be called Ginny's Ice Cream Social. Two donors and four in kind supporters covered all the expenses. Misty's painting - which was used for the invitation - won a ribbon at the county fair!

Madeline offered the Grand County program position to one of the applicants. She began her orientation on 9/12/17.

Two Service Coordinators who work part time with adults in the Supported Living Program resigned. One in Moffat County and the other in Grand County. Amy is evaluating her options for filling those positions.

The BOCES director in Rio Blanco County agreed to sign a contract for Horizons' Early Intervention team to conduct Child Find evaluations. Her decision is due in large part to her confidence in our Children's Service Coordinator, Sarah Grimes.

Early Intervention Colorado offered two trainings to our children's staff: Family Assessment and Child Outcomes. The trainings were offered in Steamboat.

Our Job Coach in Routt County resigned. Her replacement is Sharon Morrison who started her new responsibilities this week.

Lindsey Garey attended a workshop hosted by First Impressions of Routt County.

Program: Many people received ribbons at the county fairs. There are pictures on our Facebook page.

Two of our Grand County staff – JoAnn Roberts and Lisa Wieland – organized a respite day for families. They took a group of people to ride the Georgetown train followed by lunch and fishing at the Easter Seals Camp. Expenses for the day were covered by a grant from the Summit Foundation.

Third Sector Innovations out of Grand Junction will conduct our client and family satisfaction surveys. The date for our client surveys is 9/28 and 9/29. Client surveys are conducted face to face and parent surveys are done over the telephone.

We are hoping to recruit a host home provider in Craig.

A behavior specialist from Western Colorado Consultants will be in Steamboat this week to do an evaluation.

A group of people rode bikes in the STARS fundraiser.

Two donors hosted a pizza party with live entertainment in Steamboat on Friday.

Special Olympics bowling starts soon.

Resource Development: The newsletter was mailed. We have received very positive feedback.

An order was placed for a wheelchair van with funding from CDOT. It should be delivered within 4-6 weeks.

Colorado Group Realty held a mixer at which three non-profits competed for funding. Horizons will receive approximately \$700.

The Fraser Valley Lions Club will contribute \$1500 toward the cost of a speech/language device called a LENA. After hearing an explanation of the device, Julie Pearce offered to approach the Meeker Lions Club about funding a portion of the cost.

State News: We have not heard if our request for a rural exception has been approved.

Alliance News: Alliance will hold its monthly meeting in Steamboat on 9/20 and 21. On 9/20, Jennifer Martinez, the current director of the Division for IDD, will go on a tour of Horizons' residential program. Board members are welcome to attend. From 4-7:00 on the 20th, Alliance and Horizons will host a social gathering at Howelsen Hill with snacks, beverages, and yard games. The monthly state forum and board meeting will be held on the 21st. Susan will send out details.

Housing Report

Lynne reported that a new employee tenant moved into the 8th Street Apartments.

Other current projects are fixing the back deck at Star Place and xeriscaping at Park Place.

Finance Report

Matt reviewed highlights of the proposed budget. Our Medicaid rates increased by 1.402% which helped to fund increases on the expense side. The budget includes a \$.50/hour cost of living increase for all employees and a performance increase of up to 2%. It also includes increases in repair

and maintenance and training. The capital budget is \$150,000 in part because of the new wheelchair van 80% of which is funded by CDOT.

In discussion, members of the Finance Committee reiterated their belief that we need to keep up the pressure on ourselves to continue increasing our hourly rate. The target will keep moving up. \$12/hour by 2020 is not the finish line.

Terry recommended that we prioritize finding grant funding for a smartboard at Milestones. He will approach Mountain Valley Bank on our behalf.

Board members emphasized the value of the tours they took in August.

Beth offered to meet with staff to explain the state's performance review process.

Approval of the Budget

Motion: "To approve the agency budget as presented."

First: Terry Jost
Second: Julie Pearce

The motion passed unanimously. The board thanked Matt for his work on the budget.

Employee Handbook

Lynne walked the board through changes to the Employee Handbook. The changes are recommended by our employment law attorney, Michael Santo. Most of the changes were minor. The sections about our Health and Education Fund and the Fitness Fund were removed since we no longer offer them.

Approval of the Employee Handbook

Motion: "To approve the Employee Handbook as presented."

First: Terry Jost
Second: Beth Davison

The motion passed unanimously. The board was reminded that we can modify the handbook whenever we recognize the need.

Public Comment

There was no public comment.

Adjourn

Motion: "To adjourn the board meeting."

First: Jeff Dockstader
Second: Julie Pearce

The motion passed unanimously and the meeting was adjourned.