



Board of Directors

October 11, 2017

Yampa River State Park

Hayden, CO

Members Attending: Bob Grover, Terry Jost, Lu Etta Loeber, Dennis Kuntz, Tom Soos, Fred Wolf, Debbie Beckett, and by phone – Susie Baird and Julie Pearce

Members Excused: Jeff Dockstader, Beth Davison, and Michael Turner

Staff Present: Susan Mizen, Matt Morrill, and Amy Ibarra

Guest: Ron Schaeffer

Call to Order

Bob Grover called the meeting to order and welcomed Ron.

President's Remarks

Bob noted that a Grand County Year in Review document was sent out to our supporters in Grand County. Susan will send a copy to all board members.

Bob reminded the board of their pledge to make an annual donation to Horizons. He noted that several staff attended Rural Philanthropy Days.

Approval of New Board Member

Motion: "To invite Ron Schaeffer to join the Board of Directors."

First: Terry Jost
Second: Lu Etta Loeber

The motion passed unanimously and Ron accepted.

Approval of Minutes

Motion: "To approve the board meeting minutes from September 13, 2017."

First: Lu Etta Loeber
Second: Fred Wolf

The motion passed unanimously.

Director's Report

Personnel: Horizons' Child & Family Services staff attended Universal Training with trainers from Early Intervention Colorado. It was the next step in implementing GO4IT.

Paige trained six people in Crisis Prevention and Intervention. She has her re-certification as a CPI trainer the week of 10/9.

Wanda arranged a flu shot clinic in Steamboat on 10/10. Cathy arranged for a clinic in Craig that was held 10/3. The Health Department requires staff to be immunized or wear a face mask at work.

The next all staff retraining in Steamboat is 10/20.

Leah Helme is now full time at Milestones.

Chris Harthman is returning to Steamboat and Horizons and will be the new House Coordinator at Westside.

Lindsey Garey's position has been changed to Early Intervention Coordinator. She will have more responsibility for the Early Intervention program and will report directly to the Executive Director.

Amy is beginning the process of recruiting part time Service Coordinators for Moffat and Grand counties.

The Leadership Team at Horizons received dozens of thank yous from staff who appreciate the cost of living increase and performance increase.

Program: Third Sector Innovations interviewed 44 people in program which is more than ever before. They will call family members over the next two weeks. Families received a letter telling them to expect a call.

The Health Department arrived 10/3 to survey licensed group homes. Their surveys are always unannounced. They will be back 10/11 to finish up in Craig. Their findings to date are manageable. Tatum is updating some policies already.

Amy submitted a Corrective Action Plan to Health Care Policy and Finance after receiving their feedback from the Performance Review last June. It was accepted. There is a lot of work to be done to meet their expectations.

Follow up from the Health Department survey and the Performance Review will include writing or updating policies and procedures. Future board meetings will include approval of new policies.

A Grand County Advisory Board meeting has not been scheduled but Susan sent out a document called *Grand County Year in Review* to everyone on the email list.

Special Olympics bowling competition will be held in El Jebel this weekend.

The annual Halloween party hosted by the Methodist Church is 10/25.

Susan asked the Horizons board to approve new officers for the Soda Creek Board of Directors since members serve on both boards. The decision was made to convene a meeting of the SCA board. Minutes for the SCA board meeting are kept separately from these minutes.

Resource Development: Horizons was well represented at Rural Philanthropy Days last week in Craig. There were lots of opportunities for networking and there were informative workshops.

Thanks to Julie Pearce we received \$2000 from the Meeker Lions Club toward the cost of purchasing a speech tracking device for our Early Intervention program and the promise of annual funding. Natosha presented our funding request and did such a great job that a member of the club offered us free internet in our Meeker office.

The Yampa Valley Community Foundation awarded \$1500 toward the speech tracking device.

Horizons has been asked to put out yard signs in support of a new tax in Routt County for affordable housing. After some discussion, the board decided not to support this issue campaign as an agency.

Horizons received a grant from the Safeway Foundation for the Family Support program.

Julie, Natosha and Susan are presenting to the Rio Blanco county commissioners on 10/23.

Moffat County United Way funded a \$500 scholarship program at CNCC for clients who want to take classes.

A donor in Steamboat donated all the contents of a two bedroom condo. Tommy arranged for them to deliver the items to our parking lot where he found new homes for everything.

Two anonymous donors in Craig gifted us a processed pig.

Terry and Sharon Jost are donating beef.

The Women's Giving Circle contributed \$1500 toward the cost of oral surgery for a woman in the SLS program. It is not a funded service through Medicaid.

The Cabin donated 1250 pounds of frozen, prepared food over the summer. Their donation comes through the Food Recovery Network, a program of the Yampa Valley Sustainability Council.

Alliance News: Susan went to Denver on Wednesday for a meeting of Alliance's executive committee. Alliance wrote a letter to Sue Birch expressing frustrations with the new Medicaid billing system and the new Case Management software. Horizons continues to experience problems with double and triple payments.

The IDD director at Health Care Policy and Finance toured Horizons' programs in September. The next day at the Alliance meeting she announced that HCPF is re-organizing by function. There is concern that the IDD community will lose its voice since there will no longer be an overall IDD director. Alliance is appealing to HCPF to identify one person as the IDD champion at the department.

State News: We have not heard if our request for a rural exemption has been approved. HCPF is hiring a consultant to help them analyze exemption requests.

The new billing program continues to cause problems for providers as does the new Case Management system. Some providers have up to \$800,000 in unpaid claims while others have received more than they should have. Horizons is underpaid approximately \$15,000 and overpaid approximately \$35,000.

The Office of the State Auditor is beginning the process of conducting compliance audits of all CCBs as required by the transparency legislation. There is an initial phone meeting to describe the process on Friday the 13th.

Housing Report: Lynne reported that we are already addressing issues raised by the Health Department surveyors. Proof that the work was done must be submitted to the Health Department.

Fire extinguishers were all checked.

Lynne approved a contract with a new snow removal company in Steamboat.

Board members asked questions about emergency preparedness. Susan explained our current plans. It is unclear if those plans will meet the new requirements. This will be on a future board agenda.

Audit Exit

Calvin Logan presented the audit exit with draft financials. He informed the board that his is an unmodified opinion which is the best kind. Highlights from his presentation include:

- The audit is consolidated: Horizons and Soda Creek Apartments
- Current ratios and assets to current liabilities are strong
- The operating reserve is over three months which is very healthy
- Horizons' funding is more diversified than some of the other CCBs
- 87.6% of the budget goes toward program with only 13.4% for management and general
- Calvin told us that in the next few years, he will be required to perform additional work for us because of recent accounting pronouncements
- At the request of a board member, Calvin will provide a pie chart of expenses with more detail

- The supplemental information includes a breakout of Horizons and SCA which shows that if depreciation is taken out, SCA supports itself financially
- Calvin recommended not posting the audit report on the agency website until it is finalized

Board members acknowledged Calvin and Matt for all their work. Some follow up will occur including a review of life insurance policies that were purchased using money from donors during a capital campaign in the early 1990s.

Adjourn

Motion: "To adjourn the meeting."

First: Fred Wolf
Second: Terry Jost

The motion passed unanimously and the meeting was adjourned.