



Board of Directors

February 13, 2019

Yampa River State Park

Hayden, CO

Members Attending: Terry Jost, Jeff Dockstader, Debbie Beckett, Dennis Kuntz, Ron Schaeffer, Bob Grover, Susie Baird (by phone), Fred Wolf (by phone), Tom Soos, Scott Larson, Beth Davison, Michael Turner, and Lu Etta Loeber

Members Excused: Julie Pearce

Staff Present: Susan Mizen, Matt Morrill, and Tatum Heath

Call to Order

Terry Jost called the meeting to order.

President's Remarks

Terry thanked everyone for attending and noted that we will discuss our agenda for the strategic planning retreat next month.

Approval of Minutes

Motion: "To approve the board meeting minutes from January 9, 2019."

First: Lu Etta Loeber
Second: Jeff Dockstader

The motion passed unanimously.

Director's Report

Personnel: Tatum told the board that we are still severely short staffed in Direct Support Professional positions in Steamboat. Four full time positions are open. We are advertising a hiring bonus with no results. He also told the board about a GoFundMe page for one of our Steamboat direct support staff. Susan will send out the link. Tatum was encouraged to explore the possibility of asking the ski corporation to make referrals.

Amy's last regular day of work was January 31st. She will work in February to help train her successor. Lindsey Garey, our Early Intervention Coordinator, accepted the position of Director of Service Coordination.

Amy's party was Friday, 2/8 at Rex's. It was a well-attended send off for her.

Lindsey is recruiting for an Early Intervention Coordinator to take her place. She is also attempting to recruit a part time Child and Family Service Coordinator for Grand County.

Michael is back at work after his snowboarding accident.

Program: Mark Leftwich, who received services from Horizons in Routt County for 20 years, passed away. His family is planning a memorial service on March 2nd and will ask people to make memorial gifts to Horizons. We hope to stay connected to Mark's sister in law by recruiting her as a volunteer.

We held a Family Fun Day at the Snow Mountain Ranch in Granby. Four families and an adult in our SLS program attended. It was an opportunity for more of us to meet Grand County families since Amy has been their main contact up till now. Tonya French and Michelle Coverdale arranged for roller skating, pizza, and a cake for Amy. We plan to do it again (minus the cake!)

Horizons will be part of the Early Intervention Evaluation Pilot. The purpose of the pilot is to determine the true cost of in home Childfind evaluations. We will be paid our actual costs by Early Intervention Colorado which is a little more work for us but will save the local school districts money because we will be reimbursed by EI Colorado.

Tatum submitted Provider Transition Plans (PTPs) for all our adult residential programs. This has been a monumental amount of work. Tatum described some highlights of the PTP work he has been doing. Residential services are our first priority but day program and SLS will eventually be covered by the settings rule and will need PTPs.

There is a Valentine's Dance in Steamboat on Thursday, 2/14 from 6:30-8:00 at the Depot.

The \$1/hour increase for Direct Support Professionals and their supervisors will go into effect 2/21/19.

Horizons was notified of a Family Support Program Review conducted by the department. Documentation is being collected to submit by 3/4/19. There was a Family Support Council meeting on 1/30/19.

STARS winter programming is underway. Initial reports are positive.

The board discussed the possibility of using mill levy funds to serve an adult in our residential program like we used to.

Resource Development: The Little Points of Light campaign has raised \$17,108.

The next Pick a Dish event in Craig will be Thursday, April 11th from 5-7:00 at the Quality Inn and suites in Craig (formerly the Clarion Inn).

Housing Report: Lynne told the board that most of the work done in the last 30 days fell under repair and maintenance. The work at the 8th Street Apartments is almost complete.

State News: Alliance is lobbying for a 3% rate increase and new funding for the adult waiting list.

IDD Day at the Capitol is Wednesday, February 27th. Both Rep Roberts and Senator Rankin plan to attend the luncheon.

HCPF met with smaller CCBs to talk about creative ways to minimize the impact on us of attrition. They are still exploring options while collecting data. No resolution is likely in the next 6 months although the situation is becoming desperate for some of the rural CCBs. There is another meeting later in February.

Matt is in the process of sorting out Early Intervention Colorado's new invoicing system. It is a time consuming process.

Strategic Planning: The March meeting will be on the 13th from 10-3:00 at the YVEA building in Steamboat Springs. Lunch will be provided. The big question is: 'What will Horizons look like in five years?' Board members requested information about:

- Current services: how many people in residential, SLS, Family Support, Early Intervention and in which counties
- Waiting List: how many people on the waiting list by age and how many are 'as soon as available'
- Opportunities/Challenges: how should we update the list and what do new service models look like (Family Caregiver, Consumer Directed Attendant Services and Supports)
- Workforce: how many employees do we have with/without benefits and what is turnover

- Conflict Free Case Management: with a separation, what would go away and what would stay and what are the financial impacts

The board agreed that while we need a vision and a plan, it is critical to stay flexible so that we can adapt to expected and unexpected changes.

Finance Report

Matt reviewed the financials through the end of November. In the first five months, Horizons is \$67,000 favorable in revenue. Milestones is up 8%, Targeted Case Management is up especially in Moffat County, SLS revenue in Craig is strong, and individual pledges and donations are up.

On the expense side, if you take out salaries, Horizons has spent less this year than last year at this point. Matt still believes we will end the year with a deficit but not as large as budgeted.

Approval of Financials

Motion: "To approve the financials through November 30, 2018."

First: Michael Turner
Second: Jeff Dockstader

The motion passed unanimously.

Finance Committee

Terry told the full board that the Finance Committee met to talk about investment strategies and the Wells Fargo loan.

The Finance Committee is not recommending major changes to Horizons' investment policy. There is no appetite for the risk inherent in equities. Terry will write a draft policy for investments that updates our existing policy to reflect what we actually do. The FC will review and discuss the framework he proposes.

The Finance Committee is recommending paying off the Wells Fargo loan (financing for three Steamboat properties). This recommendation was not taken lightly – the committee reviewed a list of possible capital projects and weighed the importance of liquidity. In the end, the FC decided to recommend using the mill levy fund balance to pay off the \$450,000 balance in three payments which avoids a pre-payment penalty. This will free up \$80,000 that can be used for operating expenses in future years.

Motion: "To retire Horizons' outstanding debt with Wells Fargo."

First: Bob Grover
Second: Michael Turner

The motion passed unanimously.

Public Comment

None

Adjourn

Motion: "To adjourn the meeting to go into executive session to discuss: 1) an update regarding a client issue, and 2) succession planning for the Executive Director.

First: Lu Etta Loeber
Second: Scott Larson

The motion passed unanimously and the board went into Executive Session.