



## Board of Directors

March 14, 2018

Yampa River State Park

Hayden, CO

**Members Attending:** Bob Grover, Terry Jost, Dennis Kuntz, Tom Soos, Debbie Beckett, Jeff Dockstader, Beth Davison (by phone), Susan Baird (by phone), Ron Schaeffer, and Michael Turner

**Members Excused:** Lu Etta Loeber, Julie Pearce, and Fred Wolf

**Staff Present:** Susan Mizen and Matt Morrill

### Call to Order

Bob Grover called the meeting to order.

### President's Remarks

Bob reviewed the agenda. He noted that he may not be able to attend the April board meeting due to surgery. If he cannot attend, Terry will run the meeting.

### Approval of Minutes

**Motion:** "To approve the board meeting minutes from February 14, 2018."

First: Dennis Kuntz  
Second: Jeff Dockstader

The motion passed unanimously.

### Director's Report

**Personnel:** An ABA trainer from Denver is offering two workshops – 3/15 and 3/16. One workshop was held in Steamboat and one in Craig. Additional training in behavior interventions was a need identified in the employee surveys.

There are no open positions in Craig. There are still available hours in Steamboat but one position was filled.

**Program:** There was a belated Valentine's Dance in Craig to make up for the fact that bad weather prevented them from coming to the Steamboat dance.

Amy continues to work with Colorado Bluesky and HCPF to attempt to secure a placement for a young man who lived in Granby and now lives in Colorado City. Our request for an emergency comprehensive resource was approved by HCPF.

Staff from the Disability Law office in GJ visited on March 12<sup>th</sup>. Much of the work they do is supporting families of school aged children who have Individual Education Plans.

Childfind screenings are being held in all counties. Numbers of children in the Early Intervention program typically increase after the screenings.

Tanya Ferguson represented Horizons at a family resource night in Craig hosted by the Division for Vocational Rehabilitation.

Tommy Larson organized a group of volunteers for the Steamboat Pentathlon.

Horizons was well represented at the State Winter Special Olympics event in Copper Mountain. Special Olympics is run by STARS.

Yvonne will give a presentation about emergency preparedness at the April board meeting. She and Tatum will introduce themselves to the new emergency manager in Routt County.

**Alliance/State News:** Amy continues to work on the Corrective Action Plan from the CM survey last summer. More policies are coming.

The Joint Budget Committee (JBC) agreed to draft a bill to increase Medicaid rates by 6.5% and provide additional comprehensive resources for people with aging parents. This is an important first step but does not guarantee they will approve the bill. It is certain to have a high fiscal note attached to it. A petition will be online soon.

IDD Day at the Capitol was very worthwhile. Michael Toothaker and Jason represented Moffat County. They were joined by Tommy Larson who was in Denver for training in management of Horizons' housing voucher program. All three of them were invited to sit on the floor of the House as guests of Rep Rankin. Rep Rankin was the keynote speaker at the luncheon. In his speech, he talked about Jason's successes, the need to look at Medicaid rates, the need to address high costs of health insurance, and providers' difficulty attracting and retaining direct support staff. He was a great advocate for people and programs. Rep Dylan Roberts attended the lunch as our guest.

There is a bill to make CCBs responsible for Childfind evaluations for children birth to three. Right now, Horizons' therapists provide evaluations for children birth to three in all but Grand and Jackson counties through contracts with school districts and BOCES. When the change occurs, CCBs will be funded directly for the evaluations. Horizons' Early Intervention providers see this as a positive change since it will give Horizons more control over timelines and paperwork requirements for which we are currently held accountable.

**CCB Coalition:** The CCB Coalition that has been meeting for about a year is now officially a membership organization. It is called the Colorado Coalition for Developmental Disabilities (CCDD) and has bylaws, articles of incorporation (501c 6 Business League), a director, and an executive committee.

**Resource Development:** Michael, Cathy Barnhart, and Susan gave a presentation to the allocations committee of Moffat County United Way. The focus was physical and mental health issues.

Steve Andrew, a former board member, passed away recently. His daughter, Kirsten, works for Horizons. The family decided to encourage people to make a memorial donation to Horizons. Horizons has already received four donations.

There are nine sponsors for Pick a Dish totaling \$3700. There are six judges and nine restaurants. Save the Date cards were handed out at the board meeting.

The WZ Giving Circle funded a \$4800 request for a 10 year old in the Children's Extensive Support waiver program.

Moffat County United Way is soliciting nominations for their Volunteer of the Year award. Horizons nominated Ron Schaeffer for the award.

**Housing:** Some work was done recently at Milestones to install the Smartboard and make the day program space more usable.

A washer was replaced at Maple Street.

Dave Lindahl facilitated the donation of a smooth top stove for Westside.

A wall mounted monitor and a laptop are in use at the Craig office conference room.

## Finance Report

Matt reviewed financials through the end of December. On the revenue side, day program is under budget, Early Intervention is under, mill levy is over, and SLS is strong in Moffat. Revenue is down \$120,000 to budget in the first six months but it is not cause for concern as expenses are also down. On the expense side, the salary line item is under budget but much of that will change now that the hourly rate increase is reflected in agency costs. There is a net surplus of \$50,000 in the first six months.

Board members asked if there is still consideration given to paying off the loan. Staff will confirm prepayment conditions then schedule a meeting of the Finance Committee plus Tom Soos. Members noted that there are unknowns that could impact our budget in coming years – primarily conflict free case management. The Finance Committee should address the question: if we pay it off then need the money, what would we do, and what would it cost?

**Motion:** “To approve the financials through December 31, 2017.”

First: Terry Jost  
Second: Michael Turner

The motion passed unanimously.

Susan and Matt asked the board to approve a resolution to open a new account for residual receipts for the Soda Creek Apartments. Matt explained that HUD requires that money be moved from the SCA operating account to the residual receipts account at the end of each fiscal year. The amount is based on a HUD calculation. He assured the board that there is more than enough in the operating account to pay SCA bills even after the transfer of funds.

**Motion:** “To open a new bank account at Vectra Bank for residual receipts for the Soda Creek Apartments with Susan Mizen, Matt Morrill, and Lu Etta Loeber as signers.”

First: Terry Jost  
Second: Michael Turner

The motion passed unanimously by a vote of the Soda Creek Apartment board of directors.

## Program Presentations

**Performance Audit:** Three auditors from the Office of the State Auditor were in Steamboat 3/13 to conduct the onsite portion of their performance audit. The audit seemed to go very smoothly. They looked at targeted case management (TCM), case management for the state-funded Supported Living Services program, billing for the state SLS program, and billing for TCM. They will present their findings to the JBC this summer. It appears that they will offer recommendations to CCBs *and* to HCPF.

**Business Continuity Plans (BCP):** At the Alliance meeting on 3/1/18, HCPF revealed that they want to define a Case Management Agency (CMA) as an agency that provides CM for all 11 of the Medicaid waivers. Right now, CCBs provide CM for three waivers (comp, SLS and CES) and Single Entry Points provide CM for the other 8 waivers. CCDD has already drafted a letter expressing concerns about the direction HCPF wants to go. The letter also requested an extension for completion of the Business Continuity Plan given: 1) this new information, 2) the reality that rates have not yet been determined, and, 3) the rural exception is in limbo. Horizons submitted feedback to HCPF with the same concerns. HCPF reassured Horizons in a phone call that the rural exception is still a valid option in the short term.

Horizons and Mountain Valley will meet with their SEP agency which is based in Summit County. At this point, the SEP agencies do not appear to be interested in providing case management for the three IDD waivers. Board members cautioned staff about the potential for Summit County to take a leadership role.

Susan is beginning to compile the basic information required in the BCP. As part of that process, a review was done of board of director records. Susan asked several board members to sign confidentiality and code of ethics forms.

**Public Comment**

There was no public comment.

**Adjourn**

**Motion:** "To adjourn the meeting."

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| First:  | Terry Jost      |
| Second: | Jeff Dockstader |

The motion passed unanimously and the meeting was adjourned.

Susan Mizen  
3/16/18