



Board of Directors

June 19, 2019

Yampa River State Park

Hayden, CO

Members Attending: Terry Jost, Jeff Dockstader, Debbie Beckett, Dennis Kuntz, Beth Davison, Ron Schaeffer, Bob Grover, Julie Pearce, Tom Soos, and Lu Etta Loeber

Members Excused: Susie Baird, Fred Wolf, and Michael Turner

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

Call to Order

Terry Jost called the meeting to order.

President's Remarks

Terry noted that later on the agenda there will be a discussion of recent developments with Case Management.

Approval of Minutes

Motion: "To approve the board meeting minutes from April 10, 2019."

First: Lu Etta Loeber
Second: Jeff Dockstader

The motion passed unanimously.

Director's Report

Personnel: Susan was nominated by the Leadership Team for Alliance's Jane Covode Award. She won the award at the Alliance Summit recognition luncheon on June 13th. She will be recognized for the honor on social media and possibly in press releases.

Madeline Landgren is our new Adult Program Director. Her training is underway, she is attending Leadership Team meetings, and she had her baby! She will be on maternity leave for a couple of months.

Tatum and Michael Toothaker offered the Moffat Adult Community Coordinator position to Jes McMillan. Jes and Michael have started her training. Michael's retirement date is the end of August. Jes' position has not been filled.

Meghan McNamara accepted the position of Residential Coordinator in Routt County. That opened up her adult Case Management position which Reid Duval accepted. Lindsey had to advertise for the Child & Family Service Coordinator position in Routt County. Michelle Hoza just accepted that position. The new Child & Family Service Coordinator in Grand County, Luran Anderson, is back from

maternity leave. Yvonne Truelove has not started her Quality Assurance/SLS Team Coordinator position yet but aside from that, things are coming together!

Wanda Taylor, the nurse in Steamboat, resigned. She will help train her successor. Tatum and Meghan offered the position to Jennifer Greer, a nurse who was recruited by Cathy Barnhart.

We are still looking for an additional direct support counselor in Steamboat but we are in a better position than we were last month.

Meghan McNamara had a Case Management training day in Craig on 5/1/19. Some of the training she did with newer Case Managers keeps us in compliance with the recommendations from the Office of the State Auditor. Meghan has also helped keep us on track with compliance from the last Quality Improvement Survey for Case Management.

Tracy Sheldon injured herself requiring surgery. She will be out for an extended period.

On a Worker's Comp note, there are two open claims that may close in the next few months. Our experience modification (which impacts the premium) declined slightly for next year.

Routt Annual Retraining Day was 5/21 and Moffat's day is June 20th.

Lindsey, Jodi, and Sarah went to the Early Intervention Statewide meeting.

File servers are being upgraded at Oak Street, Park Ave and the Craig office. We are also upgrading Great Plains.

Cathy Barnhart attended the annual nursing conference and came back with lots of great information.

Tatum, Lynne, Matt, Lindsey and Susan attended the Alliance Summit June 12th and 13th.

Program: In April, Tonya French and Michelle Coverdale organized a Family Fun Day at the Foundry in Fraser. About 30 people attended (including Susie Baird and her husband Wally) with about 17 bowlers. It was an unqualified success! In May, Family Fun Day was a sensory movie at the library in Granby. The June Family Fun Day is back at the bowling alley.

In other Grand County news, we are working to make the office in Granby a better work space by getting a new-to-us (donated) conference table and chairs, removing old furniture, painting, setting up a program space downstairs, and checking the wiring.

There was a Human Rights Committee meeting on June 5th.

Steamboat Dance Theatre hosted a workshop in Steamboat for a group from Steamboat and Craig.

Lindsey is conducting a satisfaction survey of our Family Support Program. It is a mailing rather than an interview. The response rate to date has been low.

Tommy organized a group of volunteers for an aid station for the Steamboat Marathon.

Steamboat Ski and Bike Kare donated the time of two of their mechanics last Friday. They tuned up dozens of bikes and joined us for chicken tacos made from chicken donated by The Grand through the Food Recovery Network.

Paul Strong, a CPA in Steamboat, donated his time to check tax returns for individuals in our program who need to file taxes. This is at least the fourth year he has done this for us. In Craig, United Way has volunteers who help people prepare taxes.

Two people from HCPF came to Steamboat to meet with us about the transition of out of home placement services for children under age 18 from county Departments of Human Services to the CCB.

There was a stakeholder meeting in Steamboat about the new Electronic Visit Verification process. Tatum will discuss this later on the agenda.

The SLS program in Routt County held a fire safety day.

For Routt County Day of Caring, a crew of volunteers helped sort boxes of old records that were ready to be purged. Colorado Document Shredders stopped by Oak Street and Park Ave and donated shredding services for over 25 banker's boxes of documents. As Katherine said, the building feels lighter!

A number of individuals from Craig attended the regional Special Olympics event in Grand Junction.

A man on our waiting list received a comprehensive resource. He and his family accepted and will receive services through the Family Caregiver Model.

Housing: The Leadership Team met on 5/3 to prioritize the capital project list. It was Madeline's first Leadership Team meeting! Matt and Lynne will work on a master list of capital projects as well as repair and maintenance projects. This will be on a future board meeting agenda.

Resource Development: Pick a Dish was an even bigger success than last year. We raised \$9300 before expenses. Pick a Dish came in 3rd place in Best of Moffat County's list of special events!

The new Moffat United Way director, Kristen Vigil, toured our programs on 5/8. We also offered tours to county commissioners.

The Moffat County United Way campaign raised 30% less money than last year. As a consequence, their contribution to Horizons decreased from \$26,000 to \$19,000. Their director did not attribute the decline to any one factor but said it was a combination of things.

Horizons received \$1800 from the Bessie Minor Swift Foundation for toys and supplies for Early Intervention.

Horizons received \$2500 from the Albertson's Foundation for Family Support in Grand and Routt counties.

The sister of one of our adult clients passed away and the family requested for memorial donations to go to Horizons. The sister is one of the people for whom we have a life insurance policy.

The Ski Corp donated a gondola car to Horizons in the hope we can raise money by selling it. We already have three interested buyers with a \$3000 offer on the table.

B&K Distributing in Craig held a Putt-Putt Golf Tournament as a fundraiser for Horizons and dropped off \$690 in cash!

State News: HCPF continues to be receptive to changing the way they manage the adult waiting list to a system that ensures rural boards have access to new resources. They are considering two possibilities: 1) awarding new resources based on the percentage of population in a CCB service area with at least one to each rural CCB, and 2) allowing CCBs to fill vacancies caused by attrition from their internal waiting list. The second possibility might meet with resistance from other stakeholders but there appears to be broad support for the first one. HCPF staff are seeking approval from CMS to move forward with one or both ideas.

Susan and Lindsey will give an update about the rural exception in the program presentation.

Board News: Lu Etta submitted her resignation to the board. This was her last meeting. She was presented with thank you cards and a gift in recognition of her commitment to Horizons.

Susan and Terry proposed holding the board's annual luncheon in Craig in August. Lunch would be in the backyard of the day program site. Susan would invite county commissioners, Rep Perry Will, and Senator Rankin to come to lunch followed by a tour. Having the luncheon in Craig gives the board a chance to wish Michael well in his retirement and get to know Jes better. The board supports the plan so Susan will set it in motion.

Terry recommended a potential new Routt County board member, Annette Dellacroce. Tatum and Susan met with her last week. She is tentatively planning to attend the July meeting.

Finance Report

Matt reviewed highlights from the financials. Receivables are higher than usual due to delays with Early Intervention Colorado's new invoicing process. He noted that the first payment toward the loan was made in March with the final payment in April. The mill levy check was the largest Matt has seen.

Other comments were: 1) salaries are under budget but many positions changed in the past few months which will impact this line item, 2) the 6.5% increase went into effect with the 2/21/19 pay

period, 3) worker's comp and health insurance increased 16% over last year, 4) the food budget is under by \$18,000!, 5) we are waiting for insurance to reimburse some of the costs to repair water damage at the 8th Street apartments, and 6) expenses are up 4% over last year at this time while revenue is up 1.6%. We have a small deficit which is not surprising.

Approval of Financials

Motion: "To approve the financials through March 31, 2019."

First: Dennis Kuntz
Second: Jeff Dockstader

The motion passed unanimously.

CDOT Policy

Susan asked the board to consider approval of a Title VI Civil Rights policy that is required by CDOT. The policy addresses complaints, investigations, limited English proficiency, and public participation. She informed the board that information about Title VI Civil Rights is already on the Horizons' website as part of CDOT's requirements.

Approval of Title VI Civil Rights Policy

Motion: "To approve the Title VI Civil Rights policy as presented."

First: Ron Schaeffer
Second: Jeff Dockstader

The motion passed unanimously.

Program Presentations

Conflict Free and the Rural Exception: Recent news about conflict free Case Management has been confusing and conflicting. A group of CCBs wrote a letter to HCPF leadership to point out how difficult it is to make business decisions. There was a face to face meeting with the leadership at HCPF on 5/15 in Denver which Susan attended in person. The meeting left even more unanswered questions. Since things could change significantly as soon as September 1st, Susan met with Senator Rankin in Carbondale along with Sara Simms (Mountain Valley) and Tom Turner (Community Options in Montrose). The discussion covered management of the waiting list and the rural exception. The senator wants to help in whatever way he can.

Following that meeting, representatives from CCBs including Susan and Michael Turner met with an individual on Governor Polis' staff. Following the meeting on 5/15, HCPF received additional guidance from CMS that affords more flexibility than they previously thought. The situation is evolving on a week to week basis. Horizons was approved for a rural exception and at this point, Susan's recommendation is to keep it.

Electronic Visit Verification (EVV): Tatum provided a high level overview of the new EVV requirement. Some of our DSPs (personal care and homemaker) and most of our therapists will be required to log in and out of visits with individuals or families. It is a way to improve accountability for Medicaid funds and will increase our costs since the providers will need a mobile device to use to log in to the tracking software. At this point, Tatum recommends using the free software provided by HCPF.

Tatum predicts additional oversight in the coming years. Another example is the Supported Employment bill that mandates training for job coaches. Beth is very familiar with this one.

Public Comment

There was no public comment.

Adjourn

Motion: "To adjourn the meeting to go into Executive Session to discuss a confidential client issue."

First: Dennis Kuntz

Second: Beth Davison

The motion passed unanimously and the board went into executive session.