



Board of Directors

July 11, 2018

Yampa River State Park

Hayden, CO

Members Attending: Bob Grover, Fred Wolf, Tom Soos, Debbie Beckett, Dennis Kuntz, Susan Baird (by phone), Ron Schaeffer, and Lu Etta Loeber

Members Excused: Terry Jost, Jeff Dockstader, Julie Pearce, Beth Davison, and Michael Turner

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

Guest: Scott Larson

Call to Order

Bob Grover called the meeting to order.

President's Remarks

Bob welcomed everyone and offered a brief update regarding the Business Continuity Plan and Conflict Free CM. We are waiting to hear if CMS will support HCPF's approval of rural exceptions.

Approval of Minutes

Motion: "To approve the board meeting minutes from June 13, 2018."

First: Fred Wolf
Second: Lu Etta Loeber

The motion passed unanimously.

Director's Report

Personnel: While there are still open positions, we are getting some applicants. Moffat is down 2 FTEs (one in residential and one in SLS) and Grand County has no program or case management staff. At the Alliance Summit, we learned that the national average for point-in-time vacancy rates is 9.8%. Ours are under 6%. We also learned that there are more than 1,276,000 DSPs in the country. The estimated cost per person for turnover is \$4,073.

Amy recently interviewed candidates for Reid Duval's part time SLS Service Coordinator position in Craig.

Lindsey Garey, our Early Intervention Coordinator, was selected as one of Steamboat's 20 under 40 young professionals. The celebration will be held at Haymaker Golf Course on Thursday, 7/26 from 5-7:00.

Our Early Intervention providers from across our service area met in Steamboat in June. Topics included overviews of recent professional development opportunities, updates about the new EI budget

and invoicing process, working with challenging families, and updates about the Family Support program. It was such a productive day that we may try to meet again in the fall.

The Assistive Technology training was well received. Horizons purchased some Amazon Fire tablets to support our efforts to use more technology with individuals in our programs.

The Leadership Team returned from the Alliance Summit with new information about assistive technology, pooled trusts, ways to support DSPs, life trajectory planning, achieving better employment outcomes for the people we support, and more.

All staff retraining in Craig is the 13th.

New employee orientation (8 people!) is the 19th.

There is an Alliance-sponsored webinar about implementing the DSP wage increase on the 17th.

Scott Erickson is meeting with us on the afternoon of the 11th to review health insurance options. Preliminary information points toward a significant increase (15-20%) this year at renewal.

Several people plan to attend Mountain Valley Bank's open house to express our appreciation for their support.

Michael Simms will come to Steamboat for his annual insurance/risk management update on August 13th.

Program: Tatum submitted the final documentation required after our recent program surveys and it has been accepted.

We received a comprehensive resource for the man in Steamboat whose services are paid for by the mill levy. He will transition to Medicaid funding later this summer freeing up mill levy funds for some other purpose. Some board members feel strongly the funds should be used to serve someone else from the waiting list - pointing out that it is what the commissioners would expect.

Matt submitted an Early Intervention budget and it is close to being approved by EI Colorado. Getting an approved EI budget has been an unreasonably difficult process.

EI Colorado approved funding for Children's Service Coordinators to receive Surface Pro tablets. They have been ordered.

The Ability Experience cyclists stopped in Craig and Steamboat. In Craig, they had water balloons and autographed t-shirts and in Steamboat they had gelato and games. The cyclists presented us with a \$1500 check.

Dan Comstock is back at the end of the month for more vocal workshops. Our singers will perform at the Botanic Gardens on Thursday, July 26th.

Stagecoach boating is underway.

Horizons purchased a new van from Cook Chevrolet for Milestones using mill levy funds. The old Milestones van will be used as a backup vehicle at the Oak Street office in the hope it can be replaced in the next round of CDOT grants.

Beth Melton, a candidate for Routt County Commissioners, toured the Soda Creek Apartments and Milestones Friday, 7/6.

There was a community Scammer Fraud Awareness presentation last month. It was attended by staff and by people we support.

Alliance/State News: The Business Continuity Plan was submitted.

Susan is on the executive committee of Alliance again this year.

Resource Development: Annette Norton, the new director of Moffat County United Way, toured the Moffat adult program on the 26th. She will meet with Tanya Ferguson to talk about our services for children and families on the 13th.

Amy and Deirdre represented Horizons at the annual Yampa Valley Community Foundation donor reception.

Housing Report: Plans for the Maple Street group home projects have been finalized with input from the staff and a donor. The project is underway and is likely to take over a month.

We are soliciting bids for xeriscaping at Park Place in Craig.

New flooring was installed at Rainbow.

New carpeting was installed at the Villa.

The attic at Rainbow is being evaluated for additional venting. The temperatures in the attic have been hot enough to trigger the fire alarm system.

Staff have not yet developed a procedure or protocol for addressing situations when we are unable to secure multiple bids.

Board News: Horizons email server changed. Susan provided the board with information about accessing their horizonsnwc.org accounts.

Finance Report

Matt talked with the board about financial information through April 30, 2018. Accounts receivable is down which reflects the fact that billing problems are slowly getting resolved. Cash on hand is up over 4/30/17. Prepaid expenses are a little higher due to deposits and rent for new clients.

Account managers from Wells Fargo requested a meeting with us to share good news about our loan. The meeting is 7/17/18.

Matt noted that Horizons is in a good position heading into next year's challenges: rising health insurance costs, a \$30,000 increase in worker's compensation premiums, and our intention to increase wages. The board hopes health insurance increases will not need to be passed along to employees.

SLS revenue in Moffat County continues to be higher than budgeted. Fundraising expenses are higher due to premiums paid on the endowments (life insurance policies) that were purchased in the early 1990s.

Approval of Financials

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

First: Fred Wolf

Second: Dennis Kuntz

The motion passed unanimously.

Program Presentation

Tatum introduced Paige Kirchner who is our Trainer/Behavior Specialist. He provided some context for her presentation by referencing the April board meeting when his overview of the Settings Rule raised many questions about how to keep people safe when rules limit what we can do. The specific concern was: what can we do when an individual in services declines to sign an informed consent to modify their rights? Paige gave a great example of a situation that was resolved because the individual's mom intervened. If she had not done so, one of her son's possessions could have put the safety of others in the home at risk.

Paige and Tatum explained the purpose of Emergency Control Procedures which could be a backup plan in some instances. The strong consensus of the board is that they want us to err on the side of keeping people safe. Paige talked about safeguards that are in place that we take very seriously: team decision making, least restrictive strategies, due process, and Human Rights Committee review. She also talked about the training staff receive and how we support them when they make spur of the moment decisions, for example, holding someone's arm if they are attempting to run into a street. She gave examples of rights modifications involving internet use, smoking, medical procedures, money management, supervision in the community, and soda consumption. In many cases, the individual

realizes that the rights modification helps them in some way and willingly signs an informed consent. In at least two situations, it's doubtful the individual would sign if they knew they did not have to. In that case, if the issue was serious enough, Horizons could deny services and attempt to find another provider which would likely mean that the individual would need to move to another part of the state.

The board thanked Paige for her informative presentation.

Adjourn

Motion: "To adjourn the meeting."

First:	Fred Wolf
Second:	Lu Etta Loeber

The motion passed unanimously and the meeting was adjourned.