



Board of Directors

October 10, 2018

Yampa River State Park

Hayden, CO

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

Members Excused: Scott Larson

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

Call to Order

Terry Jost called the meeting to order.

President's Remarks

Given that Calvin Logan was scheduled to arrive at 10:30, Terry expressed his desire to accomplish as much as possible in the first 30 minutes of the meeting.

Approval of Minutes

Motion: "To approve the board meeting minutes from September 12, 2018."

First: Julie Pearce

Second: Fred Wolf

The motion passed unanimously.

Director's Report

Personnel: Lynne organized an informational meeting with Scott Erickson and his colleagues for employees to learn more about Medicare and the 403b program. The meeting is Thursday, 10/11.

There is an annual retraining for Routt County adult staff on Friday, 10/19.

Tatum attended a two day technology conference hosted by the Coleman Institute at the University of Colorado.

Phyllis organized the viewing of a webinar about Down syndrome and Alzheimer's on 10/30.

Horizons will be a sponsor of the annual Wellness Conference in Steamboat on 10/26. In the past, many employees have attended this conference put on by REPS with support from Mindsprings.

Cathy Barnhart and Wanda Ashbaugh have arranged for flu shot clinics in each county for clients and staff.

Cathy Barnhart represented us at a State Board of Health meeting last month.

Program: The Stantec gathering at Carrie Sabin's home was a special evening for their employees and for Horizons.

Regional Special Olympics bowling is in El Jebel on 10/13. Because the Steamboat bowling alley has been closed for remodeling, bowlers have been going to Thunder Rolls in Craig to practice.

Alliance/State News: Alliance is hosting a special meeting on 10/18 to talk in depth about Alliance's lobbying priorities, possible bills, and other legislative issues.

There is still considerable confusion around the Early Intervention contract. CCBs who are members of CCDD have agreed not to sign contracts until El Colorado provides assurance that there is enough funding for the fiscal year. This has become so contentious that the Lt Governor has been involved.

HCPF is holding Conflict Free Case management Redesign meetings with CCBs and Single Entry Point agencies. They are equivocating on some of the positions they have taken in the past which could be a positive development. Members of CCDD met to create talking points for a letter to HCPF that reiterates ongoing concerns and offers solutions.

Providers are receiving more guidance from the State departments about how to handle investigations when Adult Protective Services is involved which is a positive development.

Matt, Amy and Susan will have a final meeting with the Office of the State Auditor on 10/22. Terry plans to participate. If warranted, an executive session will be called after the regular board meeting in November to update the full board. The OSA will present their findings for all CCBs and HCPF to the Legislative Audit Committee on 12/3. Sometime after that presentation, their report will be public.

Housing: The Colorado Garden Show approved an extension until next spring to use their grant for the Park Place xeriscaping project.

Staff will prepare a protocol for securing bids for large projects in the future.

Resource Development: Horizons was awarded \$4000 by the WZ Giving Circle for a family that needs to install a security system in their home for their child's safety.

Horizons received \$750 from Colorado Group Realty.

The presentation to the Rio Blanco County Commissioners is 10/18. Sarah Grimes and Natosha Clatterbaugh will represent Horizons.

The Little Points of Light Home Tour in Meeker will be Sunday, 12/9. Promotion has started and the sponsor letter was mailed out.

Board of Directors: Debbie and Ron were able to visit all but two homes in Steamboat after last month's meeting. Several board members were able to visit Maple Street to see the scope of the project there.

The planning retreat will be on 2/13, 3/13, or 4/10. Susan will consult with the Leadership Team to set a final date. Attrition will be one of the topics for the retreat. Fred recommended that we bring information to the retreat about the value of our assets including the buildings we own: square feet, lot size, age, whether or not it is licensed, and assessed value.

The program presentation in November will focus on Early Intervention. Lindsey Garey and Tanya Ferguson will give the presentation.

Audit Exit

Calvin Logan from Logan, Thomas & Johnson LLC was re-introduced to the board. He reviewed a working draft of financial statements through June 30, 2018 and provided bar charts, line graphs, and pie charts to compare data to prior years. Calvin's opinion is unmodified which is the best possible result.

Calvin began his analysis by talking about assets to liabilities. Horizons could easily pay off all liabilities if necessary. This led to questions from the board about investments. Calvin confirmed that many CCBs invest in mutual funds and at least one even invests in stocks. He said that some have long term investment pools. He recommended that we update our investment policy if the board decides to

make changes to its approach. The policy should be specific enough that the board knows clearly what to expect. Calvin may have some sample policies he can provide.

By combining designated and undesignated funds, Horizons has a three month operating reserve. Other key findings: Horizons experienced a \$19,594 decrease in net assets, there was a \$15,000 increase in revenue over FY 17, 87% of Horizons' costs are related to program with 13% for administration, and as a percentage there was no change in expenses by program compared to last year.

Calvin explained that next year, the financial statement will look a little different due to changes in the Accounting Standards Update (ASU). Some of the information that is currently in the Supplemental Information section of the audit will be part of the public document. Graph 10 with Expenses by Functional Type provides an example of what could be included to comply with the ASU. Graph 10 shows that 76% of Horizons expenses go toward personnel expenses. Fred suggested the board consider separating personnel expenses into wages and benefits. Sometime prior to next year's audit, the finance committee will make a recommendation to the full board about what to include.

Calvin noted that the Soda Creek Apartment expenses caused the overall deficit mostly due to depreciation.

The board thanked Calvin. Calvin and the board all thanked Matt for a job well done.

Adjourn

Motion: "To adjourn the meeting to go into executive session to discuss a confidential client issue and a confidential parent issue."

First:	Fred Wolf
Second:	Michael Turner

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