



**Board of Directors
Meeting Minutes
January 13, 2020**

Members Attending via Zoom: Beth Davison, Leslie Bjorgum, Terry Jost, Jeff Dockstader, Julie Pearce, Annette Dellacroce, Susie Baird, Dennis Kuntz, Ron Schaeffer

Staff Present: Jes McMillan, Cathy Barnhart, Tatum Heath, Matt Morrill, Madeline Landgren, Lynne Cleveland-Swanson

Call to Order

Terry Jost called the meeting to order.

Approval of Minutes

Motion: “To approve the board meeting minutes from December 9th, 2020.”

First: Julie Pearce

Second: Jeff Dockstader

The motion passed unanimously.

Director’s Report for December 10th through January 8th 2021:

Program & Personnel

The big news this month is access to the COVID-19 vaccine for people in services and Horizons’ staff. Between public health and Walgreens in both Moffat and Routt Counties, staff have been working hard to acquire informed consents, provide education about the vaccine, and schedule and track the actual vaccinations. Walgreens offered vaccination clinics for Horizons on Monday, 1/11, in Craig and Tuesday, 1/12, in Steamboat.

Initially, some people were hesitant to receive the vaccine but that perception has gradually changed over the past month as more and more people received it. Education has played a significant role as well. Madeline and her program team have provided education for staff, families, and people in services. For example, the Colorado Health Care Association, Colorado Department of Public Health & Environment (CDPHE) and various Medical Directors from Colorado are partnering to hold virtual “Office Hours” for all residential care facility staff, departments and positions.

Another example is that Horizons has coordinated a Q&A session with the Routt County Public Health Doctor, Brian Harrington. This session took place via Zoom on Monday 1/11 at 2:00 pm exclusively for Horizons.

While the goal is to vaccinate as many staff and people in services by February, Public Health is adamant about maintaining the same level of isolation at group homes. Even though the vaccine has proven to be about 95% effective for all age groups in preventing COVID infection, very little is known about how the vaccine impacts transmission of the virus. As a result, the agency must continue to follow CDPHE guidelines and screen for symptoms, follow hand hygiene and disinfection procedures, stay home when sick and seek testing, wear masks, socially distance, and limit social gatherings.

The Leadership Team and two board members took part in the annual presentation for the Routt County Mill Levy to the County Commissioners on December 21st. It was a great opportunity to update them on everything being done to safeguard the health and safety of the people served during the pandemic and to thank the commissioners for all their local efforts to support the community. Horizons was one of the first agencies in the state to start regular COVID testing thanks to county public health. They appreciated the report so much that they mentioned giving Horizons an hour next year instead of the typical 20 minutes. Also, it was an opportunity to thank Doug Monger for his years of service and steadfast support of Horizons through the years.

The State of Colorado rolled out new labor law requirements under the Healthy Families and Workplaces Act (HFWA). Lynne and Michele have been working hard to incorporate these changes and educate staff. The two major changes are that part-time employees now accrue paid sick leave and that in a Public Health Emergency (PHE) paid leave will be available under specific conditions and needs. This is not accrued, replaced or “paid off” upon termination. HR

is working with Paycom to add timesheet coding and tracking for the paid leaves. Managing the paid leave time for full-time employees is no different, unless an employee does not have enough PTO to cover leave related to the Public Health Emergency.

The creative and talented Moffat County Horizons’ team took 1st Place with their western-themed Christmas tree at The Festival of Trees this year. Pairing their 1st Place prize of \$250 with a bid of



\$200, this team was able to bring back \$450 to help support Horizons.

Case Management continues to operate remotely/virtually per state guidance. Also, Horizons has a new Routt County Adult Case Manager, Heather Burrows. Heather is already familiar with the agency as the acting House Coordinator for the Westside home.

Lindsey participated in the 5 Wishes training last week that talked about the importance of filling your cup and finding creative ways to recharge on a personal level in order to be effective in the workplace.

Special Olympics is underway for individuals who do not live in a group home. Similarly, Tatum has been speaking with the new director of STARS, Gardner Flannigan. Gardner has been a long-time local and is a pleasure to work with. The payment structure for STARS has changed to a fee for service model.

Moffat County Day Program is now offering a Zoom Art Class on Monday and Zoom Bingo on Thursday.

Early Intervention continues to do virtual visits. Referrals are up across counties.

Horizons submitted a nomination for Tiffany Taylor to be recognized as one of Craig's 20 Under 40.

The Board of Health, not to be confused with Public Health, is conducting unannounced inspections of Routt County businesses (office locations only) to review documentation of the COVID-specific Business Mitigation Plans, staff screening protocols, etc. Yvonne is working to finalize those Mitigation Plans for the three offices.

Resource Development & Public Relations

Marc Swanson from Steamboat Ace Hardware sent a donation for \$10,000.

Horizons submitted a request to the Women's Giving Circle of the Yampa Valley Community Foundation for \$1,267 on behalf of a young woman in Hayden to purchase a touchscreen laptop and internet service at her home for two years. The request was fully funded.

Our 2020 Colorado Gives Day total was \$14,357 from 81 donors compared to \$7,026 from 64 donors in 2019.

The Little Points of Light Campaign total to date is \$13,439.

An application to Mountain Valley Bank Seasons of Giving for \$5,000 was submitted for the Susan Mizen Legacy Endowment Fund of the Yampa Valley Community Foundation.

Horizons submitted applications for Moffat County programming, requesting \$35,000 from Moffat County United Way for Adult Services, \$5,000 from Moffat County Human Resource Council for Adult Services, and \$3,000 from Moffat County Youth United Way.

Horizons received 40 \$25 food cards from Routt County United Way to distribute to people enrolled in the Early Intervention and Supported Living Services programs for holiday gifts.

Also, the agency received 22 \$25 gift cards from Routt County United Way and Off The Beaten Path for kids enrolled in the Early Intervention program and their siblings for holiday gifts.



Both the Bank of Colorado and The Journey at First Baptist Church in Craig donated gifts, time, and energy again this year for Christmas Wishes.

B&K Distributing and Broken Bone Ranch donated eight turkeys to the Routt County group homes over the holidays.

State News

Horizons received the latest Executive Order from Governor Polis directing Health Care Policy & Financing (HCPF) to immediately provide temporary, enhanced rates on the following Intellectual & Developmental Disabilities (IDD) services through March 31st: 8% rate increase for Group Residential Services & Supports and Intermediate Care Facilities; 10% increase for Day Habilitation (Spec Hab and SCC), Non-Medical Transportation, and Supported Employment. The assumption is that HCPF is using its existing appropriation for the current fiscal year to pay for these enhancements, and that they are intended to help support providers to address staffing shortages, as well as the significant losses incurred since the end of retainer payments.

Finance Report

Providing day program services has proven to be difficult in the midst of the pandemic. Overall, day program revenue is 30% under budget and 74% below FY20 levels. Early Intervention revenue continues to be strong compared to budget. SLS is about \$3k and 7.4% under budget and almost \$100k or 71% below FY20 levels. Salaries, insurance, repair and maintenance, and mileage reimbursement are down.

Motion: "To approve the Finance Report as presented."

First: Leslie Bjorgum

Second: Annette Dellacroce

The motion passed unanimously.

Program Presentation

Jes McMillan and Cathy Barnhart provided an overview of the many challenges at the Rainbow Group Home in Craig. Hiring new staff is the primary focus with an emphasis on pursuing every means of recruitment including the newspaper, Workforce Center, radio ads, Indeed.com, Recruitology, Facebook, word of mouth, CNCC, and more. Horizons continues to offer excellent health benefits, a hiring bonus, and a referral bonus for existing staff. Efforts to support the staff and residents at Rainbow will be an ongoing topic of discussion.

Public Comment

None

Adjournment

Motion: "To adjourn the meeting."

First: Julie Pearce

Second: Beth Davison

The motion passed unanimously and the meeting was adjourned.