



**Board of Directors
Yampa River State Park
Meeting Minutes
October 13, 2021**

Members Attending: Terry Jost, Leslie Bjorgum, Annette Dellacroce, Dennis Kuntz, Ron Schaeffer, Susie Baird, Julie Pearce

Members Excused: Jeff Dockstader, Beth Davison

Staff Present: Tatum Heath, Matt Morrill, Lynne Cleveland-Swanson, Madeline Landgren, Lindsey Garey, Tommy Larson, Kay McGill, Meghan McNamara

Guest: Calvin Logan, Auditor

Call to Order

Terry Jost called the meeting to order.

Approval of Minutes

Motion: “To approve the board meeting minutes from September 9th, 2021.”

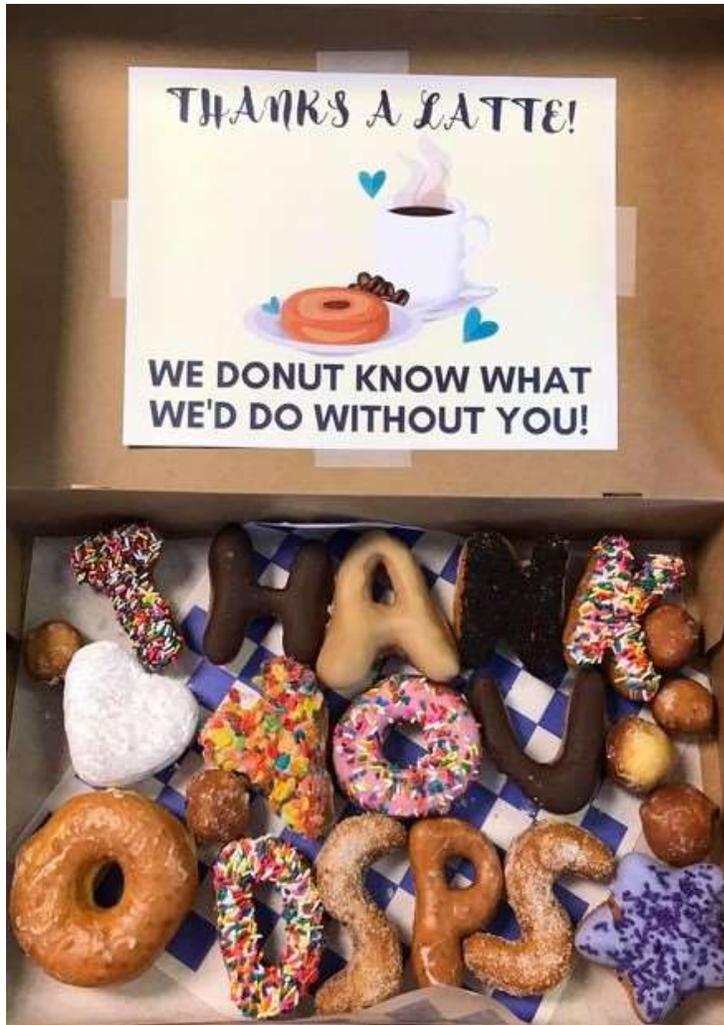
First: Dennis Kuntz
Second: Ron Schaeffer

The motion passed unanimously.

Director’s Report for September 9th through October 8th 2021:

Program & Personnel

Direct Support Professional (DSP) Appreciation Week was September 13th through 17th. Everyone worked hard to find creative ways to acknowledge and honor the incredible Horizons workforce. The agency partnered with a number of restaurants, donut shops, coffee shops and much more to make every day special. From cheesy memes on social media to individual staff spotlights, it was a full court press to honor the people who make Horizons meaningful.



In conjunction with these efforts, the Leadership Team joined house and coordinator meetings to communicate the approved budget for the upcoming fiscal year. The team emphasized the paramount importance of retaining existing staff and addressing the hiring crisis by implementing a \$2.67/hour COLA (cost of living adjustment) increase for all staff effective September 21st. While this translates into a deficit budget of approximately \$620,000 for the upcoming fiscal year, Horizons is in an excellent cash position to implement this increase.

Fortunately, the agency is already seeing tangible results from this increase. For example, in Moffat County three former employees have returned to work and there was a marked increase in DSP applications. As a result, the agency employee vacancy rate dropped from 44% to 24% in a single month. To say that this is a relief is an understatement.

There are a number of other changes and transitions occurring throughout the agency. Leah Helme, Milestones Day Program Coordinator, gave her notice, but she is hoping to stay involved with Horizons as a potential Host Home Provider. Madeline hired the new Milestones Day Program Coordinator, Sarah-Grace Jordan on October 6th who will begin agency training in the next couple of weeks.

Also, the Leadership Team hired the new Director of Human Resources, Meghan McNamara. Meghan brings a full-spectrum perspective by having been a Direct Support Professional, House Coordinator, Residential Team Coordinator, Case Manager, and Residential Coordinator. She is a wonderful advocate for the people we serve and our amazing staff. In addition, Meghan took the initiative to acquire human resource training in preparation for this opportunity.

Thanks to Lynne's flexibility, we have time to make a slow, thoughtful transition and ensure that there is adequate stability in the Routt Residential Program before making the permanent switch. Meghan will remain committed to the Routt Residential Coordinator position in order to provide a smooth transition with adequate training and time for her replacement. Madeline is in the process of hiring a new Residential Coordinator for Routt County.

Lynne is working on updating the employee handbook in conjunction with Michael Santo, legal counsel for Horizons.

The Western Slope Special Olympic Bowling competition was held on October 2nd in Craig and everyone had a blast. Normally, this competition takes place in El Jebel. Needless to say, everyone was excited to have it closer to home. The Horizons-specific bowling competition is scheduled for October 16th in Craig. These are some the folks' favorite events and it feels good to resume them.



There was a Colorado Therap Conference held on September 23rd that a number of staff

participated in remotely. Training highlighted a number of new documentation features of the agency's preferred cloud program for managing Medicaid compliance.

The COVID-19 vaccine mandate went into effect in August for Health Care workers in Colorado. However, there is still flexibility for this mandate in the form of a medical exemption verified by a physician as well as a religious exemption. This translates into an administrative burden for program that does not significantly change the outcome for unvaccinated employees.

Similarly, 100% of individuals living in residential settings are vaccinated and receiving the booster shot. Horizons continues to conduct surveillance testing as required by the Health Department based on community spread metrics. There is twice per week testing in Moffat County (19.2%), and once per week testing in Routt County (7%). Grand County is at 16.8% and historically tracks similar to that of Moffat.

In continuing the vaccination theme, there was a Flu Vaccination Clinic held on September 28th. The six licensed health care facilities must comply with 90% flu vaccination rate for each location.

An individual in Steamboat celebrated his final day of cancer treatment this past Wednesday with a party at Dude and Dan's. Overall, he is doing exceptionally well and happy to now focus on quality of life with friends and family.

Case Managers are participating in listening sessions regarding the new Care and Case Management system. The soft launch was scheduled to occur this past month but it has been delayed by the state due to technical issues.

Alicia Morton and Cathy Barnhart, our two agency nurses, participated in the annual CANDD (Colorado Association of Nurses for the Developmentally Disabled) conference. Every year, this conference partners with CDPHE (Colorado Department of Public Health and Environment) to highlight best practices and most frequent deficiencies for skilled medical care

in the intellectual and developmentally disabled world. This year the conference was in Steamboat which was ideal.

Tatum was selected to be part of the steering committee for the Brown Ranch development west of Steamboat Springs. This 536-acre property, formerly associated with Steamboat 700, was purchased by an anonymous individual in the amount of 24 million dollars. The property was then donated to the Yampa Valley Housing Authority with the directive to provide housing for locals, by locals. Twenty individuals were chosen to represent different aspects of the Steamboat Springs community to shape the parameters and outcome of this development. Housing for health care workers, emergency personnel, teachers, and other marginalized populations will be some of focal points.

Finance has been working hard in preparation for the annual audit required by Horizons' contract with Health Care Policy and Financing (HCPF) to be a Community Centered Board. Jan Thomas was present at the Oak Street office on Monday, October 11th. Calvin Logan conducted the Audit Exit via Zoom to the Board of Directors on Wednesday, October 13th.

Resource Development & Public Relations

The Yampa Valley Community Foundation received their year-end report from Horizons for the 2020 grant of \$5,000 for Family Support Services.

Tatum and Elizabeth met with Rocky Mountain Health Foundation to report on the 2020 grant of \$7,500 for Moffat Adult programming. They recommended applying for their "Simple Gift" grant for next year's cycle to ensure future funding.

Normally, Horizons applies for the Safeway Foundation and Summit Foundation grants this time of year for Family Support Services. However, it was decided not to apply due to an unusual excess of state funding which has eliminated the need for grant funding this year for this particular program.

Horizons registered for a round table event to connect with Grantors who provide general operating funds for organizations that serve people with disabilities. This event will take place on October 14th and will, hopefully, provide avenues of funding for Moffat County.

Most of the meat which was donated has been delivered to the homes. Two pigs are still being processed. Horizons will send a personalized impact report along with a branded cutting board by a local artist as a thank you.

Tatum, Madeline and Elizabeth met with two women who are interested in starting a volunteer Adventure Club with Horizons. They want to begin by doing small winter activities and building consistent relationships with the clients and, if all goes well, continue in the summer. These events may include snowshoeing, skiing, hiking, having campfires, and more. They were very well prepared and informed volunteers, and it will likely be a successful program. They have 10-15 other volunteers interested in joining.

Bloomerang has gone live and a development plan is being created to optimize our website, volunteer programming, and donor relations.

State News

Things are ramping up at the Capitol as we move into fall. The Joint Budget Committee (JBC) heard the September Revenue Forecast as well as HCPF's proposal for the use of American Rescue Plan Act (ARPA) funds. The JBC then adjourned until November 10th. There are a lot of

questions remaining that the Alliance team is working to find answers to. From a high level: both revenue forecasts predict a strong economic recovery.

Unfortunately, there is not enough detailed information for the HCPF spending plan proposal. It sounds like the Department is seeking to ensure through rate increases that Direct Support Professionals are making a minimum of \$15 per hour. In addition to that, there will be a 2.11% rate increase April 2022 through March 2023. The JBC approved the plan on the same day.

The Executive Committee of Alliance will meet on October 20th to develop an action plan in approaching HCPF and facilitate a more specific use of ARPA funds to address immediate issues such as the hiring crisis.

Audit Exit by Calvin Logan from LTJ, LLC Certified Public Accountants

LTJ, LLC audited consolidated financial statements of Horizons Specialized Services and Affiliate (jointly, the Center), which comprise the consolidated statement of financial position as of June 30, 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements. The purpose and intent of the audit is to express an unmodified opinion on those audited consolidated financial statements which is the best kind of opinion. Horizons continues to have a strong financial position, especially relative to the measure of Current Assets to Current Liabilities and Current Ratio.

Public Comment

None

Adjournment

Motion: "To adjourn the meeting."

First: Annette Dellacroce

Second: Leslie Bjorgum

The motion passed unanimously and the meeting was adjourned.