



**Board of Directors
Zoom Meeting Only
Meeting Minutes
January 12th, 2022**

Members Attending: Terry Jost, Leslie Bjorgum, Annette DellaCroce, Ron Schaeffer, Beth Davison, Julie Pearce

Members Excused: Jeff Dockstader & Dennis Kuntz

Staff Present: Tatum Heath, Matt Morrill, Meghan McNamara, Elizabeth Skudneski

Call to Order

Terry Jost called the meeting to order.

Approval of Minutes

Motion: "To approve the board meeting minutes from December 8th, 2021."

First: Julie Pearce

Second: Annette DellaCroce

The motion passed unanimously.

Director's Report for December 9th through January 7th 2022:

Program & Personnel

Routt County has been designated as an Omicron Public Health Emergency, necessitating twice per week testing, and the use of N95 masks and eye protection in the group homes. The Routt County COVID transmission rate is 28.8%, whereas Moffat County is at 19.3%, and Grand County is over 30%. The reality is that actual numbers are much higher because many people are not getting tested or are being discouraged from getting tested due to a lack of testing supplies. In order to be proactive, Horizons reverted to mandated mask use at all locations including the offices. All meetings are conducted via Zoom so as to mitigate potential spread to people in services. This includes group homes, office personnel, and Early Intervention therapists. The intent is twofold: mitigate potential spread to people in services and preserve the agency workforce. Thus far, none of the homes are in outbreak status.

Moffat County has seen an improvement regarding hiring additional staff to work in program. But Routt County continues to struggle with more than 10 open full-time positions. While all businesses have been impacted by the hiring crisis, it continues to be especially acute

in Steamboat Springs due to housing issues. Resources are being targeted toward advertising and recruitment.

The Administration and Human Resource Department has been working hard to transition related duties to two long-time Horizons employees, Meghan McNamara and Heather Gibbon.



Everyone is very excited to work with them in their new capacities. Lynne will remain full-time for training purposes through the January pay period, and Michele is conducting training as a part-time employee.

There was a Supported Living Services staff meeting on January 6th. Shanda was able to hire a new staff person in both Grand and Rio Blanco Counties which is always a challenge in the best

of circumstances.

Thanks to Lindsey Garey's efforts, Horizons is contracting with a new Early Intervention therapist for Grand County. Melissa Hassel resides in Summit but will be able to provide Telehealth and some in-person therapies for that area. We will miss Michelle Coverdale and all of her support through the years.

Alicia Morton, our Routt County nurse, conducted a medication administration course for new staff in order to be certified by QMAP (Quality Medication Administration Program), the state standard for dispersing medications in Medicaid programs.

The agency was able to hold Holiday Parties that maintained the existing groups at day program and Supported Living Services. The Craig Holiday Party was at the Boys and Girls Club. The Bank of Colorado, Bureau of Land Management and City Market collected donations from community members in order to pay for some of the Christmas gifts for clients. The Supported Living Services Holiday Party was a hit at the Combined Law Enforcement building near Mountain Valley Bank in Steamboat Springs. Scott Bjorgum was Santa this year and everyone had a great time.

Steamboat Springs store, Ohana, featured Horizons as one of three non-profits that customers could donate to when choosing to have a gift wrapped in stores. They raised \$500 for Horizons.

Thanks to the incredible generosity of Michael Turner, the agency was able to provide Christmas bonuses to all employees for the holidays.

Michael Turner also joined the Leadership Team and Terry Jost for the annual Mill Levy Presentation to the Routt County Commissioners on December 13th. As always, the commissioners were very supportive of Horizons' efforts to navigate the pandemic, address the hiring crisis, and discuss the proposed home to be built in Hayden. There were articles in both the Steamboat Pilot and Craig Press referencing this information.

Colorado Gives Day was on December 7th and successfully raised a total of \$12,827. The following week the Little Points of Light campaign was launched and, as of now, raised about \$5,300. Articles were featured in the Craig Press and Herald Times.

Horizons submitted a six-month report to the Bessie Minor Swift Foundation which qualifies Early Intervention to apply again for 2022 funds. Grants were submitted on January 7th to Moffat County United Way, Human Resource Coalition and Moffat County Key Club for \$30,000, \$5,000 and \$3,000 respectfully.

A Thoughtful Parenting article was submitted to the Steamboat Pilot on December 23rd featuring crafts and activities parents can do with toddlers during the winter months.

Additionally, nine volunteers have been fully trained and will start

activities with Horizons clients the first or second week of January. Sarah-Grace has created an events calendar for volunteers to sign-up.



State News

The workforce and Group Home crises continue to be paramount issues across the state. There are dozens of RFP's (requests for placement) for people who are seeking services because group homes without staff are being forced to close. Alliance met with the Governor and his cabinet on October 21st to emphasize this issue. Alliance followed up with a letter outlining ideas for regulatory relief, recruitment and retention strategies, and emergency staffing resources. More than half of the American Rescue Plan Act (ARPA) funding is going toward workforce. They are hiring staff now at Health Care Policy and Financing (HCPF) to start implementing the ARPA Plan. The Colorado Staff Shortage Fusion Center has sourced 197 staff thus far (Colorado National Guard, Colorado Volunteer Mobilizer, medical staffing contracts), but providers and case managers everywhere continue to struggle.

HCPF released draft information regarding the proposed CCB (Community Centered Board) designation. It is a very scaled down version of what it looks like today. Under this rule, CCB's would primarily be responsible for managing any kind of local funding involved, and most of the CCBs' traditional responsibilities would move to Case Management Agencies (CMA's). In many respects, this is a win for Horizons and Foothills Gateway in Fort Collins. These two CCB's both

have Mill Levy statute language that is tied to CCB designation, whereas, in the rest of the state Mill Levy language is tied to services. The majority of Alliance members advocated to discontinue CCB designation, but to HCPF's credit, they acknowledged the importance of maintaining local funds for Horizons and Foothills. In addition, HCPF is only requiring CCB designation once every 10 years, decreasing the associated administrative burden.

Financials

Matt presented the financials through October 31st, 2021. Day program revenue continues to trend below budget due to ongoing COVID limitations. Revenue in the homes continues to be strong due to the ARPA rate increases. Salaries are almost \$70k under budget after the first full month of the \$2.67 COLA increase. The working capital ratio is 6.5:1 [Current Assets/Current Liabilities].

Motion: "To approve the financials as presented."
First: Susie Baird
Second: Annette DellaCroce

Program Presentation

Elizabeth Skudneski updated the board on the new donor management platform purchased by Horizons. A few noteworthy benefits include grant tracking, agency donor health and growth scores, agency history, building relationship touchpoints, and much more.

Public Comment

None.

Adjournment

Motion: "To adjourn the meeting."
First: Ron Schaeffer
Second: Annette DellaCroce

The motion passed unanimously and the meeting was adjourned.

The Board went into Executive Session to conduct a performance review of the Executive Director.