



**Board of Directors
Yampa River State Park & Zoom
Meeting Minutes
February 8th, 2023**

Members Attending: Terry Jost, Annette DellaCroce, Jeff Dockstader, Leslie Bjorgum, Dennis Kuntz, Ron Schaeffer

Members Excused: Beth Davison, Julie Pearce

Staff Present: Tatum Heath, Erik Petersen, Meghan McNamara

Auditor: Calvin Logan

Call to Order

Terry Jost called the meeting to order.

Approval of Minutes

Motion: "To approve the board meeting minutes from December 14th, 2022."

First: Annette DellaCroce

Second: Leslie Bjorgum

The motion passed unanimously.

Director's Report for December 14th through February 8th 2023:

Program & Personnel

The Horizons' board meeting was cancelled in January due to severe weather. As a result, this report spans the two-month period. Calvin Logan will provide the Audit Exit on 02/08.

The Christmas Celebration on 12/20 at the Hayden Exhibit Hall was a fantastic cross-county event for everyone. There were carnival style booths with everything from games to holiday card making and crafts. Santa was there to hand out gifts to everyone. People and families on the waitlist were invited, and it was a great opportunity for folks to socialize and get in the Christmas spirit. Chili was served and people are already talking about doing this again next year.

The initial round for the new CNA (certified nursing assistant) training program, funded by Horizons, finished up this past month. There continues to be a great deal of positive feedback from staff about the benefits to both staff and people in program. This opportunity will continue in perpetuity in both Routt and Moffat counties for any interested staff providing direct services.



The annual Mill Levy presentation to the Routt County Commissioners on Monday, 12/18 at 11 am, went extremely well. The Leadership Team, joined by Terry Jost and Michael Turner, provided an overview of recent challenges, successes, the waitlist, and future plans for Mill Levy dollars. They were especially receptive to agency efforts to focus on the workforce through enhanced training and significant COLA increases. The commissioners understand that workforce issues stemming from lack of housing and cost of living will drive this community's ability to manage capacity and service issues in the foreseeable future. In addition, they were pleased to hear about the proactive efforts to find a place for Horizons at the Brown Ranch development, and the prospective use of Mill Levy dollars to fund it.

Routt County finally has a new Team Coordinator and his name is Juston James. He has jumped in and is already finding ways to support the program.

STARS is in full swing for the season and there are the number of participants skiing and snowshoeing in all this snow.

The ever-popular Valentine's Dance is scheduled for 2/14 from 5-7 pm at Library Hall.

Madeline attended the stakeholder meeting on 2/02 to provide feedback on the proposed Infectious Disease rules and regulations for licensed group homes. Horizons already conducts many of these functions due the pandemic.

Agency trainer, Paige Kirchner, announced a Person-Centered Thinking Training Class 1/10-1/12 from 8am-3pm. There is also a Crisis Prevention Intervention (CPI) class scheduled on 2/16 for all new staff. Both of these trainings are mandatory for all staff providing direct services.

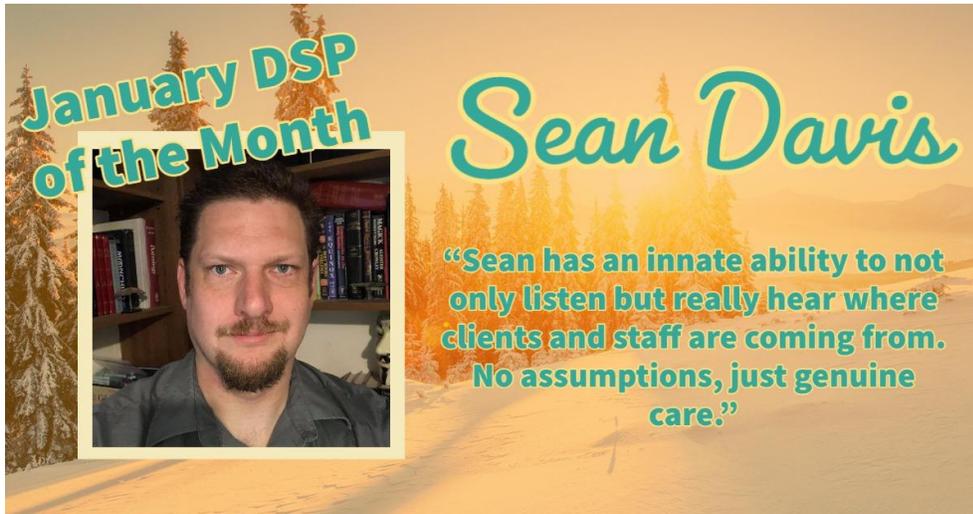
There was an Early Intervention technical assistance call in January. As a result of ongoing communication and the fixing of errors related to data entry by case managers, there were no compliance issues for Early Intervention. Horizons received a 15 out of 15 on the most recent quarterly data entry assessment and is a testament to the high-quality services provided by the Horizons' Early Intervention team.

Lindsey Garey continues to work through the SIS (supports intensity scale) training to become and SIS interviewer certified to conduct assessments that determine the level of care and commensurate funding for the adult program.

Case Managers are starting to learn the new care and case management system. March 13th is the anticipated go-live date for the new system. The current system will be down the week before the new system launches. Case Managers will be working to schedule March service plans before the go-live date in order to avoid potential issues.

Similarly, Madeline, Lindsey, and Tatum met with program staff in Moffat and Routt counties to provide an overview of the timeline associated with Case Management Redesign.

The Direct Support Professional of the month for January is Sean Davis, the Team



Coordinator at Park Place. Sean has worked at Horizons since 2004. His favorite part of the job is getting to support individuals in developing more control over their own lives through independence and communication. Sean believes

that, even in the most difficult of situations, there is a lot of power in being able to choose how you respond. Sean enjoys artwork and playing tabletop games. His favorite quote is: "Do what thou wilt shall be the whole of the law" meaning, figure out what is harmonious with your will in any given circumstance and act accordingly.

Case Managers and program staff continue to work on implementing the Colorado ABLE accounts. These accounts are allowable ways for people in services to save money without compromising their Medicaid asset limit of \$2,000. These efforts are especially important at this time because a number of the people in services received stimulus checks during the pandemic. But as soon as the public health emergency ends, Medicaid eligibility rules will be strictly enforced.

There is a Therap conference 2/07-2/09. Therap is the HIPPA compliant cloud program used by Horizons to document and communicate services.

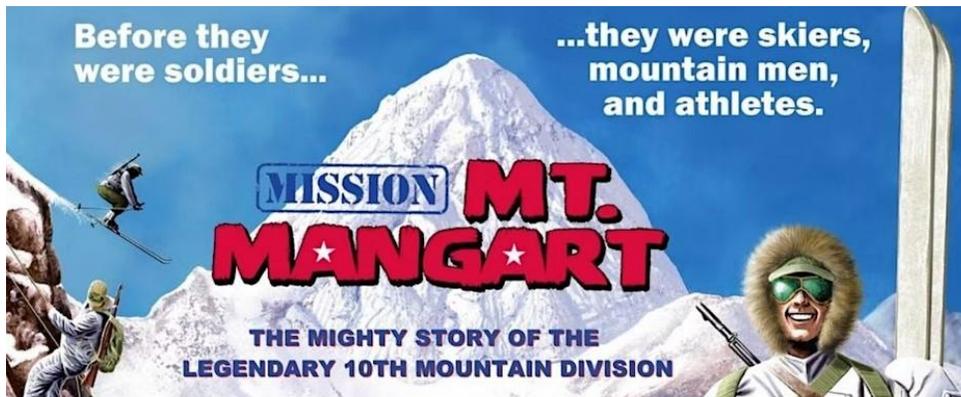
Taxes for people in services are being completed 2/06-2/07 in Moffat County.

Alicia Morton is in the process of scheduling a Med Course training for staff.

The regional Special Olympics competition is this weekend in Glenwood. Sarah-Grace will be transporting participants beginning this Friday.

Resource Development and Public Relations

By all accounts, the Mission Mt. Mangart Film about the 10th Infantry out of Camp Hale on 01/09 at 5:30 at Olympian Hall in honor of Sue White was a big success. The event was sold out weeks ago, and it was a great opportunity to learn about this uniquely trained group of specialized troops who also



shaped the ski industry across the country. Leslie Bjorgum was able to include Sue White's gold medal and shadow box paraphernalia to augment the event.

The Bessie Minor Swift Foundation announced it was taking a year off



from its grant cycle. Horizons will submit the report for this year's cycle and then not apply again until 2024. Funds typically go to Early Intervention supplies.

Elizabeth submitted four applications for Moffat County: 1 to United Way for \$30,000 for Moffat Adult Program (only expecting about \$10,000), 1 to a new granting initiative through United Way for \$15,000 to be put towards housing, 1 to Youth United Way for \$2,000 for Day Program expenses, and 1 to HRC for \$6,500 for a two-motor straight track ceiling lift for Rainbow.

Sarah Lee Bishop willed a 2022 Denali Yukon to Horizons. The vehicle has a custom lift for the passenger seat for someone with mobility issues but does not use a wheelchair. The Leadership Team will meet to discuss the most appropriate locale based on client need.

Women for Moffat County awarded Horizons \$3,750 for bonuses for staff who complete the CNA certification program.

Knights of Columbus donated \$2,500 to the Moffat Adult Program.

Rocky Mountain Health Foundation awarded Horizons \$16,000 for general operating and \$5,000 for staff recognition.

The Carol and Russell Atha Charitable Fund, Latterman Murray Family Foundation, and Litterman Family Foundation of the Yampa Valley Community Foundation all gave a total of \$6,200 for general operating. Horizons reports on those funds in late spring.

Total funds raised for the month of December including COGives Day and year-end giving totaled \$129,954. Total giving for December 2021 was \$78,936.

Elizabeth focused specifically on donor recognition during the month of December. About 50 Christmas and thank you cards were sent out to donors who gave over \$100 in December. A list was pulled of Horizons' top 2% of donors (anyone who had given over \$7,500 over their lifetime of giving) and they were mailed a Horizons travel mug, Christmas card, and impact report. Feedback from those gifts has been very positive and resulted in additional donations.

Marc Swanson, owner of Steamboat Ace Hardware, donated \$8,000 to Horizons for general operating.

Board member Ron Schaeffer donated to help fund bonuses for the direct support professionals of the month.

Moffat Day Program participated in this year's Festival of Trees in Craig with a '70s themed tree to fit the "Christmas Through the Decades" theme. Routt Day Program was also able to decorate a tree for the Festival of Trees hosted by the Tread of Pioneers Museum and was donated one of the trees after the event.

Horizons' Little Points of Light campaign was structured slightly differently this year. There were two versions of the letter sent out. One featured the Stewart family and instead of asking for



a donation for Early Intervention, gave information about who was eligible and how to contact the Early Intervention office. It was more of an awareness letter that was sent out to Routt County residents. The second version was a traditional appeal that featured the Stewart family and ended with a request for a donation that was sent outside of Routt. The letter was only sent to individuals or organizations who had donated or interacted with Horizons in the past instead of being sent to the entire mailing list. This cut mailing expenses in half. Letters arrived in the mail in late December/early January and The Little Points of Light campaign has wrapped up raising a total of \$7,855.

The pre-application was submitted to UCHHealth/Yampa Valley Medical Center Foundation for \$25,000 for Moffat Adult Program.

State News

The request for proposal is out for case management agencies across Colorado. The procurement process is extremely structured and providers will not know who is awarded the designation until 05/23. Tatum and Lindsey continue to have conversations with state officials regarding Case Management redesign and the individual dynamics of northwest Colorado.

Tatum and Madeline met with the rural CCB directors to discuss issues specific to group homes, workforce challenges, and the future of services in Medicaid deserts. While Horizons has lost three people in services this past year, Montrose lost nine people in group homes and La Junta lost twelve. This reality speaks to the aging baby-boomer generation across the state.

Alliance continues to work toward changing many of the policies associated with membership. The aforementioned case management redesign is driving a large portion of these policy changes that are geared toward expansion of membership eligibility.

As a reminder, the Public Health Emergency (PHE) is anticipated to end in April. As a result, SNAP benefits received by people in services are expected to decrease while many of the flexibilities for eligibility will come to an end.

Financials

Erik Petersen presented the financials through October, 2022. While it is early in the fiscal year, the actuals are tracking with the proposed budget thus far with a few minor variations.

Motion: “To approve the financials through October, 2022”

First: Annette DellaCroce

Second: Leslie Bjorgum

The motion passed unanimously

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, 2022, 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.