



**BOD:** Darcy Arnold, Dr. Lou Dwyer, Trevor Harrison, Julie Hilmes, David Kienholz, David Lane, Carolyn Rettig, Mike Schottelkotte, Mary Turner, Mary West.

## **BOARD MEETING AGENDA**

**The March 2020 Board Meeting will be held on Tuesday, the 10th, at 6:30 PM at the Allinson Admin Building, 336 S. 10<sup>th</sup> St., Montrose.**

- I. Call to Order
- II. Absences
- III. Minutes
- IV. Public Comment
  - A. Board Emails
- V. Executive Director's Report
- VI. Committee Reports
  - A. Finance/Audit Committee
  - B. PR/Fund-Raising Committee
  - C. Policy and Procedure Committee
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

### **FINANCE/AUDIT COMMITTEE:**

**The Finance/Audit Committee will meet from 6:00 – 6:30 preceding the regular Board meeting.**

## **BOARD MEETING MINUTES**

### **March 10, 2020**

**Present:**

Darcy Arnold  
Mary Turner  
Mary West  
David Lane  
Trevor Harrison (6:45)

**Absences:**

Mike Schottelkotte  
Carolyn Rettig  
Dr. Lou Dwyer  
Julie Hilmes  
David Kienholz

**Staff Present:**

Tom Turner  
Steve Dahlman  
Chris McDonald  
Kevin Sowder  
Aimee Pruitt

- I. Call to Order: Meeting called to order at 6:33 by President Darcy Arnold, who declared a quorum.
- II. Absences: See above
- III. Minutes Review. Motion by David Lane and seconded by Mary West to approve minutes from the February meeting. Motion carried.
- IV. Public Comment:  
Board Emails: Darcy reminded everyone to check your COI emails. Darcy received her own email from Denver Fox. Mr. Fox is requesting for us along with all the other rural CCBs to release our general ledger information line by line. Everything we can legally post is open to the public on our website. Mary Turner received an email from Catharine Pickard from JFK Partners regarding a research project/program for children, Ms. Pickard also asked who the EI person is at COI.
- V. Executive Director's Report: Copies of Tom's March article from the Daily Press were passed around. The articles release was late and normally that would be bothersome but this month it gave Tom a minute to add a few last-minute details from Annual Awareness Day for individuals with IDD.
  - A. At the Awareness Day luncheon Tom was seated at a table up front next to Senator Rachel Zenzinger. Most of the other representatives of legislature Tom was hoping to speak with were unable to attend due to the lengthy death penalty debate.
  - B. On Thursday February 27, Tom had good conversations with Senators Coram, Rankin, and Zenzinger regarding the wait list bill and all parties are very supportive. A bone of contention in drafting the bill is due to wanting to tie rates to the consumer price index and the JBC is a bit leery to do that because of the precedence it would set. HCPF is

not thrilled with the idea either. Senator Zenzinger is positive the bill will be drafted but the JBC is waiting for the quarterly revenue forecast, which is scheduled next week, to get a better picture. Senator Coram introduced Tom to Tom Massey, Asst. Director of HCPF. Mr. Massey is interested in the wait list ending but had a question for Tom, If the bill were to roll out this year would COI and the rest of the state have enough capacity to take in the new enrollments? The honest answer is no, which is why we are seeking up-front capacity building funds.

- C. Last month HCPF reported they've received federal approval to move forward with the percentage of population allocation process idea that Tom had submitted. Tom and Steve attended 3 of the 4 public input meetings regarding the process and there was very little pushback. At the IDD day luncheon Tom spoke with Bonnie Silva of HCPF about the Allocation meetings and she reiterated there wasn't any real pushback. This process is something HCPF can choose to do without statutory or regulatory change. Tom will keep the Board posted.
- D. Tom and Steve were in conference calls from 1 until 4 today dealing with CFCM and the rural exception. Bonnie Silva of HCPF says we need to come up with a new plan because what they've been working on is complicating things not simplifying them. Because changing course by the original deadline of 2022 would be so difficult, she contacted federal CMS and got verbal approval to change the deadline to the end of June 2024. Rural exception stands, nothing changes. In the new plan Ms. Silva is proposing stand-alone regional CM agency.
- E. Home Care agency transition update; there were three agencies approved for both CES and SLS programs at the end of February. So, we are in the process of getting referrals to 44 families and at this point 80% of those have had revisions to their plans, bless those busy CMs. Elaine, Jim, Jennifer, and Tom have a conference call scheduled to address concerns about the transition process.
- F. We are in the middle of the surveys for the CCB designation process and due to recent global events, COVID-19, we will not be doing the forums at Aspen Crest and Park Place this year. The surveys will be mail-in only. Last Thursday we received an email from the state informing us we need to come up with a protection plan for the virus, originally the plan was due by Wednesday, due to extenuating circumstances, namely a county meeting Bob Marisette was invited to concerning COVID-19, Tom was able to get them to push the deadline back until Thursday. Tom sent an email to some individuals with the state to ask about their plan for the pandemic, the financial side of things, to see what their ideas for emergency funding looks like. No word back on that yet.

## VI. Committee Reports

- A. Finance/Audit Committee: Steve presented the financials for January 2020. January is the seventh month of the fiscal year, and Steve will have an updated revenue budget for the Board to look over at next month's meeting.
  - New in January; the new health insurance is saving \$10k a month, minimum wage went up as well, this being the last increment of the big increases. We had 15 employees move from exempt to non-exempt on a federal level, meaning they went from salary to hourly, and there are more to come in March. When all is said and done COI will only have 10-15 salaried employees. SLS home care services ceased in January. Group home Medicaid rates increased by about \$20k a month or \$200k annually. Last July – August we changed our billing system and we have been running on inaccurate numbers that Steve fixed in January. That correction accounts for about \$55k of the \$97k deficit for January, this is a big reason why Steve is doing a revised revenue budget for the Board to look over at next Board Meeting. After the large hit, cash is still holding out fairly well. EI billing has been

submitted so those numbers are as accurate as they can be. In March the CMU note will balloon with a \$60k payout that goes straight to Wells Fargo, so no income from that starting in April. We will continue to monitor the changes made to services from the relinquishment of our Home Care license to get a clearer picture of what it will look like in the future.

- Our fleet is showing its age as lots of repairs have been rolling in and we are about 10% over where we should be. Only \$2k worth of capital projects in January, the work on VV got done in February, the bill was \$26k but Randy talked them down to \$18k, way to go Randy. Refrigerators and hot water heaters have been dropping like flies this year. Mary Turner motioned to approve financial statements as presented, seconded by David Lane, all in favor. Motion carried.

B. PR/Fund-Raising Committee: Trevor has been working with Lori regarding the van logo campaign, and he is going to try and get some more from the Delta area. This fall Edward Jones is hosting an Alzheimer's walk in Montrose since they are a national sponsor. Trevor mentioned that maybe there could be a crossover between that and COI. Darcy and Tom had a meeting with the Delta County Commissioners on December 17<sup>th</sup> and they allocated us \$4k with the promise they would look into the finances further to see if they could offer more help. Tom recently sent them a letter asking for an update.

C. P&P Committee: There are four Policies and Procedures to be voted on at this meeting; all of which have been vetted by the Policy and Procedure Committee. Thanks to Chris McDonald, Darcy, Mike, and Mary T. for their work on this.

- Use of Agency Property; Mary Turner motioned to approve P&P as written, seconded by David Lane, all in favor. Motion carried.
- Employee Problem Solving Process; this P&P was in the Employee Handbook for a while but now we feel it needs to be in the P&P Manual. It comes with a form to fill out employee complaints. Motion made by Mary West to approve P&P with the corrections discussed, seconded by David Lane, all in favor. Motion carried.
- Non-Discrimination Policy; this policy also comes with a form for complaint. Motion made by Trevor Harrison to approve P&P with the correction discussed, seconded by David Lane, all in favor. Motion carried.
- ADA AAA; David Lane motions to approve P&P as written, seconded by Mary West, all in favor. Motion carried.

The Board thanked Chris McDonald for her hard work on Policies and Procedures.

VII. Old Business: None.

VIII. New Business: None.

IX. Announcements: Tom's 25<sup>th</sup> Anniversary certificate was presented by Darcy. Way to go Tom!

X. Adjournment: Motion to adjourn put forth by Trevor Harrison. Meeting was adjourned at 7:45 PM.

Respectfully submitted,

Aimee Pruitt

# Awareness and ending the wait

This month our focus is on raising awareness about and celebrating our friends, neighbors, and loved ones who have intellectual disabilities, and highlighting the plight of those waiting for services. Community Options is heavily involved in these important activities.

The annual Awareness Day for Individuals with Intellectual/Developmental Disabilities (IDD) was held in Denver on Wednesday, February 26. That event is hosted by Alliance, an organization to which Community Options and many other community centered boards and private providers belong, and was again co-sponsored by the Arc of Colorado and JFK Partners. I had the honor of attending again this year, and it is always a remarkable and inspirational day. Attendees include people with disabilities and their families, board members, agency staff, and other advocates from all over the state.

The day began at the Capitol with a person with intellectual disabilities leading the pledge of allegiance in the House and Senate chambers. It continued with the introduction



## Community Options Ink

By Tom Turner

of a tribute resolution proclaiming Awareness Day, and then legislators gave testimony supporting the resolution. This is always very touching, and often emotional as individual legislators relate personal stories about family members, friends, or other people with disabilities who have impacted their lives. The day culminated in a terrific luncheon attended by about 500 people. Unfortunately, due to the lengthy death penalty debate, most members of the House were unable to attend. The keynote speaker was Montrose home-grown hero Senator Rachel Zenzinger, member of the powerful Joint Budget Committee! This event celebrates people with disabilities, the agencies that support them, and especially the Direct Support Professionals who are the heart of what we

do. Every year legislators say this is their favorite day of the session, as they enjoy setting aside partisan bickering in support of an important shared cause. It is an amazing day.

This year's IDD Day also took on special significance, as we are engaged in a major campaign to eliminate the last-remaining waiting list for services. There are currently about 3,100 adults with IDD waiting for Comprehensive Services, many of whom have been waiting a decade or more. I will be providing much more information on these efforts in my April column, so please keep following along.

And finally, World Down Syndrome Day is March 21. This date is symbolic given that people with Down Syndrome have three sets of the 21st chromosome, rather than two. There are approximately 400,000 people with Down Syndrome in the US, and about six million worldwide. They are our friends, neighbors, and family members, and we celebrate their roles in our lives and communities.

Now it's time to get those who are waiting off of the waiting list.

MARCH 2020