

Present

Jan Williams, Vice President
Polly Boggs, Treasurer
Cindy Mihelich, Past President
Jane Garnett, Board Member
Joel Thompson, Board Member
Maria Reyes, Board Member
Renee Greenway, Board Member
Wayne Hunter, Board Member
Mike Atlas-Acuña, Executive Director
Sandra Montee, QI & Compliance
Erica Adamson, Case Manager Director
Melinda Pardo, Children’s & Family Services
Mariah Schofield, Finance Director
Donna Zabukovic, Administrative Assistant

Absent

Robert Pratt, President
Judy Sikes, Secretary
Beth Thatcher, Board Member
Leon Harwood, Board Member
Terri Martinez, Associate Executive Director, Adult Services Director
Pat Morales, Human Resources

Board Meeting was called to Order by Jan Williams 12:04 pm

Welcome Guests

- Welcome to outside the agency guests: Derick Blickenstaff and Dave Blickenstaff

Proxy Votes

- Dr. Robert Pratt gave his proxy vote to Jan Williams.
- Judy Sikes gave her proxy to Polly Boggs.
- Beth Thatcher gave her proxy to Cindy Mihelich.

Action Items

- Meeting Minutes
 - **Motion to Approve** March 2018 Board Meeting Minutes

Motion to approve the March 2018 Board Meeting Minutes	
<i>Action by:</i>	Cindy Michelich
<i>Seconded by:</i>	Jane Garnett
<i>Passed:</i>	Unanimously Approved

- February 2018 Financials – See attached Financial Sheet at the end of the minutes.
- **Motion to Approve** the February 2018 Financials as presented.

Motion to approve the February 2018 Financials as presented.	
<i>Action by:</i>	Joel Thompson
<i>Seconded by:</i>	Wayne Hunter
<i>Passed:</i>	Unanimously Approved

- Executive Director Expense Report – February 2018
- **Motion to Approve** the Executive Director Expense Report - February 2018

Motion to approve the Executive Director Expense Report – February 2018 as presented.	
<i>Action by:</i>	Cindy Mihelich
<i>Seconded by:</i>	Maria Reyes
<i>Passed:</i>	Unanimously Approved

Executive Director Report

Regional Center: The Regional Center has begun Person Centered Training with all their staff using the same organization we used CBE used for person centered training. CBE had been providing some PCT training for, but now that they are going through the training themselves CBE will no longer be involved.

Performance Audit: The State Auditor’s Office conduct an on-sight visit on March 13th. They spent the day reviewing files and interviewed case managers, case management supervisors, and me. Their focus for this review was State funded services. They were very pleasant and explained what the next steps will be. Please remember that this is an audit being conducted on all CCB’s and will take the full year.

Business Continuity Plan (BCP): The Management Team has begun working on the Business Continuity plan. I have scheduled meetings with the various managers who have a role in completing the plan. The work will require a significant amount of documents such as policies & procedures, communication plan, & quality plan to name a few. Some of these documents we already have, and others will have to be developed. Some of these documents are specific to BCP while others we have had. Much work needs to be done, but I will keep the board informed as we progress.

Performance & Quality Review: HCPF conducted their audit March 26 through the 28th. They audited a sample of 234 persons in waiver services. We will know by the end of April on the outcome of the audit.

Internal Financial Analysis: The internal analysis of CBE income and expenses is still in process, but Mariah reported that she and her staff are almost done. The next step is to get the information to Cal, so he can complete his analyses. This will help inform our decision on which option we should consider in order to comply with CFCM.

Blizzard Run: The Blizzard Run was a great success. We had 206 participants and improved in the number of sponsors. It was a nice day with a lot of enthusiasm from the staff volunteering and the participants. We haven't completed the analysis of the amount of money we raised, and I hope that Mariah will have that at the May board meeting.

CCB Designation Application: The CCB Designation Application was sent March 26, 2018. We should receive our designation letter by late May.

Guardianship: The Guardianship program continues to grow. FeAna, has been very busy helping families complete the necessary paperwork, so they can be guardian for a loved one. FeAna, recently made contact with the Colorado Mental Health Institute at Pueblo to investigate guardianship for some of the persons residing there.

DA Visit: Just a reminder that District Attorney Jeff Chostner will be attending our meeting. He usually attends a board meeting once a year, to see what we are up to. He has been a great supporter of our agency and services.

Erica Adamson gave a brief overview of the Quality and Performance Audit from HCPF. They requested to view certain documents of a sample of 234 individuals. Office support worked very hard to get all the required documents. HCPF stated our files were very organized and have seen an improvement from the last audit. We will know the results in a month.

Sandy Montee gave an update on the Business Continuity plan phone call. Basically it led into more questions. The plan is due July 1, 2018. HCPF offered one-on-one assistance. Mike and Pat Morales met and have identified which manager would be responsible for their part of the plan. They have met with each manager and they have begun in obtaining the documentation. Mike & Pat have been working on policies. The plan is being completed to provide both case management and direct services, but not to the same person. We have been notified by HCPF that we can change the plan after the initial submission. As part of complying with CFCM, we have discontinued billing for individuals providing CES services.

Public Comment

- None

Upcoming Events

- May 3, 2018 – BASS Cinco de Mayo Party
- June 2018 – Employee Picnic (Date TBA)
- June 2018 – Employee Forum (Date TBA)
- June 20, 2018 – BASS Talent Show
- August 29, 2018 – BASS End of Summer Picnic
- September 2018 – Employee Forum (Date TBA)
- October 2018 – In Service Day

- October 25, 2018 – BASS Halloween Party
- November 1, 2018 – Fashion Show
- November 13, 2018 – BASS Thanksgiving
- November 2018 – CBE Thanksgiving (DATE TBA)
- December 19, 2018 – BASS Christmas Party
- December 2018 – Employee Forum (Date TBA)
- February 2019 – BASS Super Bowl Party (Date TBA)
- February 2019 – BASS Valentines Party (Date TBA)
- February 2019 – Awareness Day at the Capital (Date TBA)
- March 15, 2018 – BASS St. Patrick’s Day Party
- March 16, 2019 – Blizzard Run

Motion to Adjourn

- **Motion to Adjourn at 12:25 pm before going into Executive Session**

Motion to adjourn at 12:25 pm before going into Executive Session	
<i>Action by:</i>	Cindy Mihelich
<i>Seconded by:</i>	Wayne Hunter
<i>Passed:</i>	Unanimously Approved

Submitted by: _____ Date: _____
 Donna Zabukovic, Administrative Assistant
 Recording Secretary

Reviewed by: _____ Date: _____
 Mike Atlas-Acuña, Executive Director
 Colorado Bluesky Enterprises, Inc.

Reviewed by: _____ Date: _____
 Jan Williams, Vice President
 CBE Board of Directors

COLORADO BLUESKY ENTERPRISES, INC.
AGENCY FINANCIAL REPORT
YEAR TO DATE
February 2018

	January 2018	February 2018	Variance
Assets			
Investments	\$ 1,641,490.32	\$ 1,641,490.32	-
Operating Cash	\$ 1,762,905.43	\$ 1,799,647.11	\$ 36,741.68
Savings	\$ 2,008,898.99	\$ 2,003,072.82	\$ (5,826.17)
Other Assets	\$ 2,239,872.38	\$ 2,208,539.18	\$ (31,333.20)
Property & Equipment	\$ 6,378,090.48	\$ 6,378,090.48	-
Depreciation	\$ (4,820,365.21)	\$ (4,841,482.47)	\$ (21,117.26)
Total Assets	\$ 9,210,892.39	\$ 9,189,357.44	\$ (21,534.95)
Liabilities			
Accounts Payable	\$ 71,890.76	\$ 80,859.27	\$ 8,968.51
Group Homes Note	\$ 157,293.81	\$ 152,290.07	\$ (5,003.74)
Other Liabilities	\$ 1,813,357.64	\$ 1,816,071.84	\$ 2,714.20
Total Liabilities	\$ 2,042,542.21	\$ 2,049,221.18	\$ 6,678.97
Fund Balance	\$ 7,168,350.18	\$ 7,140,136.26	\$ (28,213.92)
Total Liabilities & Fund Balance	\$ 9,210,892.39	\$ 9,189,357.44	\$ (21,534.95)

Total Unexpended YTD \$86,634.98