

Present

Cindy Mihelich, Vice President
Jan Williams, Past President
Judy Sikes, President
Natalie Falbo, Board Member
Beth Thatcher, Board Member
Jane Garnett, Treasurer
Matt Bernal, Board Member
Derrick Blickenstaff, Board Member
David Blickenstaff, Board Member
Wayne Hunter, Board Member
Pat Morales, Human Resources Director
Mariah Schofield, Chief Financial Officer
Terri Martinez, Adult Services Director
Patricia Potter, Administrative Assistant
Erica Adamson, CM Director
Mike Atlas-Acuña, Executive Director
Melinda Pardo, Early Intervention Director

Absent

Mark Lapides, Board Member
Maria Reyes, Board Member
Leon Harwood, Board Member
Renee Greenway, Board Member
Robert Pratt, Board Member
Natalie Falbo, Board Member
Sandra Montee, QI & Compliance Director

Board Meeting was called to Order by Judy Sikes at 12:01 pm

Welcome

Natalie Falbo gave her proxy to Judy Sikes.

Public Comment – There wasn't any public comment.

Action Items

- Meeting Minutes for March 4, 2020 Board Meeting

Motion to Approve March 4, 2020 Board Meeting Minutes

Motion to approve February 5, 2020 Board Meeting Minutes	
<i>Action by:</i>	Jane Garnett
<i>Seconded by:</i>	Jan Williams
<i>Passed:</i>	Unanimously Approved

Financials

Mariah talked to the board about February financials. The first item she talked about is our total assets of \$8,092,115.34. Our total liabilities and equity are \$8,092,115.34. Those two items line up showing that we are in balance. She has started working on getting the line items renamed and this is a work in progress. We are under expended \$43,479.66 for the month of February. Mariah moved onto the March financials which reflect our total assets of \$8,114,626.48. Our total Liabilities and Equity are \$8,114,626.48. Those two items line up showing that we are in balance. We are under expended \$257,514.18 for the end of March. This is higher than normal and there are a couple of reasons why. The County Commissioners Fund submitted 3 months of payments all at once. This happens about twice a year as they are doing some budget movement. We were expecting this money. We received 3 payments of EI GAE State payments that were outstanding. We anticipate some of the billing to be a little less than normal in the coming months due to COVID-19. The State has put exceptions in place and is allowing us to be flexible for billing during COVID-19. We haven't seen how any of the payments will look. Mariah anticipates us being right on or a little under in the next couple of months.

- February 2020 Financials

Motion to Approve February 2020 Financials

Motion to February 2020 Financials	
<i>Action by:</i>	Derrick Blickenstaff
<i>Seconded by:</i>	Cindy Mihelich
<i>Passed:</i>	Unanimously Approved

- March 2020 Financials

Motion to Approve March 2020 Financials

Motion to March 2020 Financials	
<i>Action by:</i>	Cindy Mihelich
<i>Seconded by:</i>	Wayne Hunter
<i>Passed:</i>	Unanimously Approved

- Executive Director Expense Report

Motion to Approve Executive Director Expense Report March 2020

Motion to Approve Executive Director Expense Report March 2020	
<i>Action by:</i>	Beth Thatcher
<i>Seconded by:</i>	Jane Garnett
<i>Passed:</i>	Unanimously Approved

Executive Directors Report

End the Waitlist Campaign: The waitlist campaign came to a halt due to COVID-19. This is very unfortunate because we were beginning to see a lot of support from both parties. At this point, all the focus is trying to salvage the Colorado Budget and get resources to organizations fighting the virus on the front lines. While this is still a top priority, I don't think we will be able to address this again for a few years for it will take some time to regain the powerful economy we had before this crisis.

HCPF: The Department has been very supportive of all the CCB's and PASA's during this crisis. They made major adjustments to regulations to allow direct services to be billed and changes to how CM delivers their

services. This has enabled CBE to keep the revenue stream consistent, which has resulted in not having to lay staff off. As an organization, we made a lot of changes in staffing patterns as well as identifying staff who could work from home. We also had staff performing different duties to keep people working. I am grateful to HCPF for working with us and to our Management team for all their hard work. Finally, we just heard from HCPF that they will be increasing some of our rates. We have not received the details, but those will be forthcoming.

COVID – 19: During the COVID-19 crisis I have done my best to keep the board up to date on the actions CBE has been taking. On April 20, 2020 I sent a message to employees on how we will be moving forward. With the Governor ending the Stay at Home Order, I felt it important that we remain as is through May and then reevaluate at the end of that month. In the meantime, I will continue to keep the Board abreast of any changes.

Blizzard Run Fundraiser: We did hold a virtual race, but didn't have a lot of people participate. The good news is our sponsors agreed to have us keep the funds they donated and that they would donate again next year. Others said to apply their sponsorship to next year. Most participants had us keep the registration fees while a small number wanted a refund. We still have to distribute race shirts to participants.

CCB Designation: Erica Adamson and Patricia Potter assisted me in completing the CCB Designation Application. It was submitted on time. We are waiting to see if it was approved.

Board meetings: Since Social Distancing is still being encouraged, we will be having a virtual board meeting for May and deciding how to conduct June's meeting. Patricia will be sending you instructions on the virtual meeting in a few days. I hope that we will be able to meet in person in June, but let's see how things are developing in the world.

Mike wants to emphasize the awesome job that our staff has done during this whole time. From the very beginning everyone chipped in and did what they had to do. In Mid-March the Management Team met every Monday to update each other on what they were doing within their departments. After awhile it was redundant and then we kept in contact via email and text with each other's departments. Each manager took hold of their own department and did what they had to do to keep things moving. As you can see from the financial reports even though we don't have all of the data in yet things are looking really well. On top of that we were able to give the staff a \$500 bonus. We were able to provide the bonus because CBE received refunds from two of our benefit providers. One from United Health and one from Pinnacle. The United Health refund is a premium rebate that we received, usually that rebate is calculated by the percentage of how much employees pay and how much the agency pays towards the premium. Instead of calculating it that way, we have chosen to give the full amount back to employees. The Pinnacle refund is determined by the workman's comp audit and generally that money is put back towards the premium to help reduce overall agency expenses. Mike and Mariah decided that this would be a good time to give our staff this bonus. This was great and lifted morale. This is all at a time when people are losing their jobs and going bankrupt. It was great that we could do this for our staff. We continue to work the same kinds of schedules. As bad as this has all been we have learned a lot about how we can do business differently moving forward. W 2nd and ITC have been a ghost town due to people working remotely. Mike is wondering how many people will want to continue to work remotely. He is wondering if we will need this big building moving forward and people working remotely. We shall see how things play out as the summer comes upon us. He believes the board should be proud of the CBE staff. The board says they are proud.

Mariah talked about the Blizzard Run. We are waiting on a couple of expenses and a couple of deposits from Runsignup. The total income is \$11825.92 and the expenses are \$3173.07 which gives us \$8,652 in profit to go to the Foundation.

Cindy said good job on the Blizzard Run. Cindy asked about BASS is it a ghost town like the other 2 buildings? Mike said, BASS has more staff in the building working in shifts and keeping their distance. The

crews are back out again now that the Governor lifted the Stay at Home Orders. There are 3 to a crew and that is all outdoor work. The individuals wanted to get back to work. We did ask the families if the individuals wanted to get back to work. Some of the families said no and some said absolutely. We were able to maintain those contracts during the time period when the individuals couldn't work as our staff completed those contracts. Cindy asked when will we see individuals at BASS? For June Terri is thinking about going to a 7-day work week and staggering individuals throughout the week. She can limit the number of individuals at any given time. She is getting staff ready to do that. As far as W 2nd we haven't had that conversation yet with the management team of how we will move forward come June. It may be similar in June to what we have right now. Cindy said thank you for the good overview.

Jane told Mike he has done a phenomenal job guiding the staff. She appreciates all of the Board updates. The board worries about our safety. Mike said thank you he couldn't have done it without everyone.

Judy said that she will present the results of the survey of Mike in June. Everything looked good and good scores. She will put that on the agenda for next month.

Mike said that we are thinking of the June meeting. We might be asking the managers to attend via phone. We could have 8 board members in person and the rest of the board on the phone. This would limit the number of people in the room that way we can space everyone out. Mike is also thinking that the awards we normally have for July would be postponed until next year.

Upcoming Events

- TBD – BASS Cinco De Mayo Party
- TBD – BASS Talent Show
- August 27, 2020 – End of Summer Picnic
- September 2020 – Agency Day TBA
- October 29, 2020 – BASS Halloween Party
- November 5, 2020 – BASS Fashion Show
- November 2020 – Thanksgiving TBA
- December 16, 2020 – BASS Christmas Party

Motion to Adjourn before going into Executive Session at 12:20 pm

Motion to adjourn before going into Executive Session at 12:20 pm	
<i>Action by:</i>	Wayne Hunter
<i>Seconded by:</i>	Jan Williams
<i>Passed:</i>	Unanimously Approved

Submitted by: _____ Date: _____
 Patricia Potter, Administrative Assistant
 Recording Secretary

_____ Date: _____
 Mike Atlas-Acuña, ED
 Colorado Bluesky Enterprises, Inc.

_____ Date: _____
 Renee Greenway
 Board Secretary