

Present

Jan Williams, President
Judy Sikes, Vice President
Polly Boggs, Secretary
Cindy Mihelich, Treasurer
Jane Garnett, Board Member
Robert Pratt, Past President
Beth Thatcher, Board Member
Maria Reyes, Board Member
Renee Greenway, Board Member
Mark Lapidés, Board Member
David Blickenstaff, Board Member
Derrick Blickenstaff, Board Member
Mike Atlas-Acuña, Executive Director
Sandra Montee, QI & Compliance
Erica Adamson, Case Manager Director
Melinda Pardo, Early Intervention Director
Mariah Schofield, Chief Financial Officer
Patricia Potter, Administrative Assistant
Marisa Duarte, Guardian Coordinator
Terri Martinez, Adult Services Director

Absent

Wayne Hunter, Board Member
Joel Thompson, Board Member
Leon Harwood, Board Member
Pat Morales, Human Resources Director

Board Meeting was called to Order by Jan Williams, President at 12:02pm

Welcome

- Jan welcomed District Attorney, Jeff Chostner. He said he always keeps up with how CBE is doing. He appreciates our work with the community and thanks us for welcoming him.

Action Items

- Meeting Minutes for December 2018 Board Meeting Minutes

Motion to Approve December 2018 Board Meeting Minutes.

Motion to approve the December 2018 Board Minutes.	
<i>Action by:</i>	Cindy Mihelich
<i>Seconded by:</i>	Jane Garnett
<i>Passed:</i>	Unanimously Approved

Financials

- Mariah Schofield presented the financials. She said the last half of the year is mostly spent down this time of year. Mike asked Mariah to explain the increases to DA Chostner. She explained how and when the increases were implemented and reiterated that they have been paid out of budgeted income. Even though the board approved using reserves, it has not been necessary.
- **Motion to Approve** the November 2018 Financials.

Motion to approve the November 2018 Financials	
<i>Action by:</i>	Judy Sikes
<i>Seconded by:</i>	Mark Lapidés
<i>Passed:</i>	Unanimously Approved

- **Motion to Approve** the Executive Director Expense Report November 2018

Motion to approve the Executive Director Expense Report November 2018	
<i>Action by:</i>	Polly Boggs
<i>Seconded by:</i>	David Blickenstaff
<i>Passed:</i>	Unanimously Approved

Mariah went over the financial numbers from the Foundation meeting. Mark Lapidés, Board Member asked how we were able to decrease the costs for the Fashion Show. Mike said that they have gotten the outfits donated by people and the staff have been preparing the food for the show. An issue that we are facing is an increase in costs to use the Arts Center for the 2019 Fashion Show. DA Chostner said that if we can show what costs at the art center have increased he will see what he can do to try and help us. Mariah also reported on the Blizzard Run.

Executive Directors Report

Quality Improvement Strategies (QIS) Audit: This audit dives more into case management activities and is performed annually by HCPF for all CCB's. As I reported last month Amy Mckeever is responsible for completing this review and I'm happy to say that she has completed it and submitted it to HCPF before the deadline.

Mike asked Erica to discuss the QIS report. She said that there are many requirements and normally we monitored them ourselves. This time HCPF showed that we had 8 deficiencies after they pulled the reports and did the monitoring. This is a very low number of deficiencies.

Performance Audit: I already reported to you what transpired at the Legislative Audit Committee hearing. As a follow up, I developed a spreadsheet to track our progress on making the changes we agreed to in the Auditor's report. The Primary Directors involved with this plan are Erica Adamson, Case Management Director, Pat Morales, HR Director, and me as the Executive Director. Ms. Morales will be responsible for developing policies and procedures, and securing approval from the Personal Committee for those policies

and procedures. Ms. Adamson will be responsible for training case managers on the new policies and developing training materials from those policies as specified in the Auditor's report. I will continue to keep the board informed on our progress.

Major Repairs: Just when we thought we were out of the woods with major repairs we just became aware of some upgrades that have to be done to the fire sprinkler system at one of our homes. This is a home that is operated and leased by CARE, but is owned by CBE. We are securing proposals so we can get the work done. I will update the board at the February meeting.

PASA Meeting – On January 8, 2019 I have scheduled a meeting with our local Program Approved Service Agencies (PASA) to disclose CBE's tentative plans for CFCM.

Stock Market 101 – Josh Wilcoxson from Commonwealth Financial will be presenting at an employee forum on the basics of the Stock Market. This is meant to educate our employees on how the Stock Market works and how to invest. This will occur on January 22, 2019 10 a.m. at ITC and 4 p.m. at BASS.

Workers Compensation – On March 7, 2019 we will have Julie Schafer from HUB International present the basics of Workers Compensation. This presentation is meant to educate them on how Workers Compensation works with special attention placed on safety in the work place. The times are 10 a.m. at ITC and 4 p.m. at BASS.

Public Forum – On February 26, 2019 we will be having a public forum to update the community on our Strategic Plan and our tentative plan for CFCM. As a point of information, we are required per our contract with HCPF to have annual public forums

Upcoming Events

- January 22, 2019 – Employee Forum
- January 31, 2019 – BASS Super Bowl Party
- February 14, 2019 – BASS Valentines Party
- February 26, 2019 – Public Forum
- February 2019 – Awareness Day at the Capital (Date TBA)
- March 7, 2019 – Employee Forum
- March 14, 2019 – BASS St. Patrick's Day Party
- March 16, 2019 – Blizzard Run
- April 24, 2019 – BASS Talent Show
- May 2, 2019 – BASS Cinco de Mayo Party
- August 28, 2019 – BASS End of Summer Picnic
- October 31, 2019 – BASS Halloween Party
- November 7, 2019 – BASS Fashion Show
- November 13, 2019 – BASS Thanksgiving
- November 2019 – CBE Thanksgiving (Date TBA)
- December 18, 2019 – BASS Christmas Party

Public Comment

Jan Williams, President thanked board member Polly Boggs for giving out 10,000 lbs. of food with Care and Share drive during the Christmas holiday. The issue of Board committees was discussed resulting in Jan Williams requesting that a communication be sent to board members and the committees they are assigned to. Patricia Potter will send the Board the information they requested.

Motion to Adjourn before going into Executive Session at 12:28 pm

Motion to adjourn at 12:46pm	
<i>Action by:</i>	Jane Garnett
<i>Seconded by:</i>	Cindy Mihelich
<i>Passed:</i>	Unanimously Approved

Submitted by: _____ Date: _____
Patricia Potter, AA
Recording Secretary

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

Reviewed by: _____ Date: _____
Polly Boggs, Secretary
CBE Board of Directors

COLORADO BLUESKY ENTERPRISES, INC.
AGENCY FINANCIAL REPORT

YEAR TO DATE
November 2018

	October 2018	November 2018	Variance
Assets			
Investments	\$ 1,641,490.32	\$ 1,641,490.32	\$ -
Operating Cash	\$ 1,804,528.21	\$ 1,693,701.50	\$ (110,826.71)
Savings	\$ 2,100,518.35	\$ 2,117,412.92	\$ 16,894.57
Other Assets	\$ 2,291,000.90	\$ 2,305,421.26	\$ 14,420.36
Property & Equipment	\$ 6,531,604.95	\$ 6,531,604.95	\$ -
Depreciation	\$ (5,010,420.55)	\$ (5,031,537.81)	\$ (21,117.26)
Total Assets	\$ 9,358,722.18	\$ 9,258,093.14	\$ (100,629.04)
Liabilities			
Accounts Payable	\$ 174,545.92	\$ 81,275.27	\$ (93,270.65)
Group Homes Note	\$ 109,380.57	\$ 106,077.39	\$ (3,303.18)
Other Liabilities	\$ 1,545,987.58	\$ 1,703,225.23	\$ 157,237.65
Total Liabilities	\$ 1,829,914.07	\$ 1,890,577.89	\$ 60,663.82
Fund Balance	\$ 7,528,808.11	\$ 7,367,515.25	\$ (161,292.86)
Total Liabilities & Fund Balance	\$ 9,358,722.18	\$ 9,258,093.14	\$ (100,629.04)
Total Underexpended YTD \$120,555.90			

COLORADO BLUESKY ENTERPRISES, INC.
INDIVIDUAL AREA FINANCIAL REPORT
YEAR TO DATE
Nov-18

	ADMIN/CM/EI/DAY	RESIDENTIAL	TOTAL
Assets			
Investments	\$ 1,641,490.32	\$ -	\$ 1,641,490.32
Cash	\$ 540,765.47	\$ 1,152,936.03	\$ 1,693,701.50
Savings	\$ 1,300,528.72	\$ 816,884.20	\$ 2,117,412.92
Other Assets	\$ 2,157,942.18	\$ 147,479.08	\$ 2,305,421.26
Property/Equipment	\$ 6,503,267.68	\$ 28,337.27	\$ 6,531,604.95
Depreciation	\$ (4,812,896.12)	\$ (218,641.69)	\$ (5,031,537.81)
Total Assets	\$ 7,331,098.25	\$ 1,926,994.89	\$ 9,258,093.14
Liabilities			
Accounts Payable	\$ 45,858.77	\$ 35,416.50	\$ 81,275.27
Group Homes	\$ 106,077.39	\$ -	\$ 106,077.39
Other Liabilities	\$ 348,487.20	\$ 1,354,738.03	\$ 1,703,225.23
Total Liabilities	\$ 500,423.36	\$ 1,390,154.53	\$ 1,890,577.89
Over/Under	\$ 13,623.50	\$ 106,932.40	\$ 120,555.90
Fund Balance	\$ 6,817,051.39	\$ 429,907.96	\$ 7,246,959.35
Total Liabilities	\$ 7,331,098.25	\$ 1,926,994.89	\$ 9,258,093.14

*These numbers are used to complete the agency financial report.

COLORADO BLUESKY ENTERPRISES, INC.
EXECUTIVE DIRECTOR EXPENSE REPORT
JULY 2018 - JUNE 2019

	FOOD	LODGING	MISC	ADVERT	AUTO	TOTAL	
Jul-17	\$ 115.99		\$ 285.12			\$ 401.11	* Misc - New pager phone
Aug-17	\$ 78.07	\$ 440.24				\$ 518.31	* Two attended Alliance
Sep-17	\$ 31.34					\$ 31.34	
Oct-17	\$ 72.60	\$ 373.50				\$ 446.10	* Two attended Alliance
Nov-17			\$ 50.00			\$ 50.00	* Annual Fee
Dec-17						\$ -	
Jan-18						\$ -	
Feb-18						\$ -	
Mar-18						\$ -	
Apr-18						\$ -	
May-18						\$ -	
Jun-18						\$ -	
						\$ 1,446.86	

