

Present

Jan Williams, President
Judy Sikes, Vice President
Jane Garnett, Board Member
Maria Reyes, Board Member
Wayne Hunter, Board Member
Renee Greenway, Board Member
Mark Lapides, Board Member
Leon Hardwood, Board Member
Joel Thompson, Board Member
David Blickenstaff, Board Member
Derrick Blickenstaff, Board Member
Mike Atlas-Acuña, Executive Director
Pat Morales, Human Resources
Sandra Montee, QI & Compliance
Erica Adamson, Case Manager Director
Melinda Pardo, Early Intervention Director
Mariah Schofield, Chief Financial Officer
Patricia Potter, Administrative Assistant
Trevor Boggs, Case Manager

Absent

Cindy Mihelich, Treasurer
Polly Boggs, Secretary
Robert Pratt, Past President
Terri Martinez, Adult Services Director

Board Meeting was called to Order by Jan Williams, President at 12:03pm

Welcome

- Jan opened the meeting by everyone standing and taking a moment of silence for President George H.W. Bush and for all of his work on the Americans with Disabilities Act.
- Erica Adamson introduced Trevor Boggs, Case Manager as a guest.
- **Proxy Votes**
 - Cindy Mihelich gave her proxy vote to Jan Williams
 - Polly Boggs gave her proxy vote to Jan Williams

Action Items

- Meeting Minutes for November 2018 Board Meeting Minutes

Motion to Approve November 2018 Board Meeting Minutes.

Motion to approve the November 2018 Board Minutes.	
<i>Action by:</i>	David Blickenstaff
<i>Seconded by:</i>	Jane Garnett
<i>Passed:</i>	Unanimously Approved

Financials

- Mariah Schofield presented the financials. There was an increase in variance due to all repairs and have been booked for W 2nd and Hillside. Money from reserves that was previously approved by the Board have not been used to pay for salary increases.
- **Motion to Approve** the October 2018 Financials.

Motion to approve the October 2018 Financials	
<i>Action by:</i>	Judy Sikes
<i>Seconded by:</i>	Wayne Hunter
<i>Passed:</i>	Unanimously Approved

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

Motion to approve the Executive Director Expense Report October 2018	
<i>Action by:</i>	Judy Sikes
<i>Seconded by:</i>	Joel Thompson
<i>Passed:</i>	Unanimously Approved

Executive Directors Report

Performance & Quality Review Audit (PQRA): I received a letter from HCPF that our Corrective Action Plan has been accepted and that CBE has corrected the deficiencies noted, so no further action is required. As a recap, this survey was conducted by HCPF and reviewed files of persons in services. The purpose of the review was to audit Target Case Management activities, Incident Reporting, Investigations, and Policy and Procedures.

Quality Improvement Strategies (QIS) Audit: As I reported above, we just completed the PQRA and now we were notified of the QIS audit. This audit dives more into case management activities and is performed annually. Because of all the various audits conducted on CCB's by HCPF, Erica restructured her department and created a Special Project Coordinator position to take the lead on the various audits that are conducted on case management. The person in this position is Amy Mckeever who has been with CBE for 13 years. Amy is a seasoned case manager and really thrives on taking the lead with audits and other special projects within case management.

Performance Audit: Erica and I had a conference call training on the protocol when testifying at the Legislative Audit Committee (LAC) hearing. The hearing date is set for Monday December 3rd in Denver from 10 a.m. to 4 p.m. I don't plan on testifying since we agree with the recommendations made as a result of the audit. I only expect to speak if I'm asked a question from members of the LAC and when I introduce myself. I will brief the board on the outcome of the hearing at the December board meeting.

Major Repairs: All the major repairs that were previously reported have been completed. Some of these repairs have been reflected in our financials. Those that were just completed will be included in future financial reports.

Fashion Show: The Fashion Show was again a big success with over 400 people attending. Mariah will be providing a report on the outcomes of the show. We are now starting to gear up for our next big fundraiser and that's the Blizzard Run which is coming in March 2019. As always, thanks for all the help we get from the board each year.

Pueblo's Best Place To Work: While the Board is aware, I wanted to ensure CBE receiving the Silver Medal which is second place for the Pueblo's Best Place to Work is captured in the minutes. Several of us attended the awards ceremony and there were over 400 people in attendance. For CBE to receive this award is humbling to me. This is a great honor our goal is to win the Gold Medal next year. Thanks to all who voted for CBE.

Mike provided an overview to the board about the Legislative Audit Committee hearing. The auditor's office presented why they did the audit. Each audit member presented their part of the audit. The audit is from October 2016-October 2017 there were recommendations made and each CCB had to present how they would move forward on the recommendations. There was a response to each recommendation from either a CCB Executive Director or a representative from HCPF. Sherry from Rocky Mountain Human Services presented on what her CCB is doing to correct the recommendations. The Executive Director from TRE also presented on a recommendation that TRE disagreed with. The other issue that came out was the 15 minute increment billing. The idea of working with people has been lost with the 15 minute increment billing. The department is in the process of looking at an alternative billing system. A legislator asked why case managers are being micro managed. Mike asked Erica if there was anything else to add. Erica said, the BUS system recently allowed reports on face to face visits. There are 80 different choices on the report, which makes it very confusing for case managers. So there was talk about getting rid of the BUS. The BUS is a flawed system. Mike brought it back to the newspaper article. He was on the phone with the CCB Coalition today regarding how to respond to the article. It isn't a good idea to get into a war with the press. There were positive outcomes from the audit such as 1) an end to the SLS Waitlist, 2) replacement of the 15 minute billing system, 3) an end to the TCM service caps, 4) improved investment in up to date data systems containing health records with improved functionality for all users, 5) updated process to inform the redesign of case management in Colorado, and 6) Director of IDD position reinstated within the Office of Community Living. There is an opportunity with the new governor and his administration to have this position reinstated. He also reminded everyone that this audit will happen every 5 years, but can occur sooner if a CCB is experiencing significant problems. Pat Morales and Erica are already working on the recommendations from the audit. David said he thinks they are just billing for time not billing for results. CBE has already addressed face to face indicators from the audit. EI has a similar way to measure their indicators. Erica said that the items in the audit were for several CCBs not just one. Beth asked if there is a concern of funding being held up. Mike said no we will continue to bill and follow the Medicaid rules. Mike asked if there is anything else that anyone has questions on his report. There were no follow up questions.

Regarding the Fashion Show in November, Jan Williams said the fashion show was great and that the models did a great job including the two board members who participated in the show..

Upcoming Events

- December 19, 2018 – BASS Christmas Party
- January 31, 2019 – BASS Super Bowl Party

- February 14, 2019 – BASS Valentines Party
- February 2019 – Awareness Day at the Capital (Date TBA)
- 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
- June 2019 – Employee Forum (Date TBA)
- June 2019 – BASS Talent Show (Date TBA)
- August 2019 – BASS End of Summer Picnic (Date TBA)
- October 2019 – BASS Halloween Party (Date TBA)
- 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

There were no Public Comments

Motion to Adjourn before going into Executive Session at 12:46 pm

Motion to adjourn at 12:46pm	
<i>Action by:</i>	Leon Harwood
<i>Seconded by:</i>	Wayne Hunter
<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