

Present

Cindy Mihelich, Treasurer
Polly Boggs, Secretary
Robert Pratt, Past President
Beth Thatcher, Board Member
Maria Reyes, Board Member
Renee Greenway, Board Member
Mark Lapides, Board Member
Wayne Hunter, Board Member
Derrick Blickenstaff, Board Member
Jane Garnett, Board Member
Leon Harwood, Board Member
Mike Atlas-Acuña, Executive Director
Pat Morales, Human Resources Director
Sandra Montee, QI & Compliance Director
Melinda Pardo, Early Intervention Director
Mariah Schofield, Chief Financial Officer
Erica Adamson, Case Manager Director
Patricia Potter, Administrative Assistant
Marisa Duarte, Guardian Coordinator
Amy McKeever, Case Manager

Absent

Judy Sikes, Vice President
Jan Williams, President
David Blickenstaff, Board Member
Terri Martinez, Adult Services Director

Board Meeting was called to Order by Cindy Mihelich at 12:00 pm

Jan Williams is out sick today it was requested that Cindy run the meeting.

Welcome

- **Amy McKeever is here from Case Management**

Action Items

- Joel Thompson resigned from the board. He has been on the board since 1999. He submitted an email to Mike as his resignation.

Motion to Approve – Accept letter of resignation from Joel Thompson dated February 2019.

Motion to approve Accept letter of resignation from Joel Thompson dated February 2019.	
<i>Action by:</i>	Leon Harwood
<i>Seconded by:</i>	Jane Garnett
<i>Passed:</i>	Unanimously Approved

- Meeting Minutes for February 6, 2019 Board Meeting Minutes

Motion to Approve February 6, 2019 Board Meeting Minutes.

Motion to approve the February 6, 2019 Board Minutes.	
<i>Action by:</i>	Polly Boggs
<i>Seconded by:</i>	Mark Lapidés
<i>Passed:</i>	Unanimously Approved

Financials

- Mariah Schofield presented the financials. The biggest variance is a cash decrease. There were checks that didn't get deposited before 12/31. The over expenditure is in part due to the state lag in paying EI. Mariah is still watching expenses very closely. Cindy asked for January 2019 to January 2018 in order to compare last year at this time compared to this year. The expenses from the Blizzard Run on the Executive Director Expense report will be reimbursed by the foundation it is not an actual administrative cost.
- **Motion to Approve** the January 2019 Financials.

Motion to approve the January 2019 Financials	
<i>Action by:</i>	Wayne Hunter
<i>Seconded by:</i>	Mark Lapidés
<i>Passed:</i>	Unanimously Approved

- **Motion to Approve** the Executive Director Expense Report January 2019

Motion to approve the Executive Director Expense Report January 2019	
<i>Action by:</i>	Leon Harwood
<i>Seconded by:</i>	Renee Greenway
<i>Passed:</i>	Unanimously Approved

Executive Directors Report

Business Continuity Plan (BCP): HCPF staff met with us on February 11, 2019 to review the BCP. Our plan was accepted with only two outstanding items needed. Mariah has to develop a three year projection budget which is due before June 30, 2019. Pat Morales has to submit job descriptions for direct care employees. Those were submitted with the plan in July but somehow got lost.

Performance Audit: On February 25, 2019 we submitted our Corrective Action Plan to the Auditor's office and HCPF. These were the items we were deficient in as a result of the audit that was conducted in 2018 on all CCB's. We had a total of 7 deficiencies and responses were sent for all except one. The last one is due in May 2019.

EI Invoicing Process: Mariah and Melinda continue to work on the invoicing process for EI. You may all recall that they developed a budget based on actual cost to administer the EI program with the intent of the State to reimburse us for those costs. In theory, we love this idea but the invoicing process has been a nightmare. Over the months the State has made several changes delaying the actual payment process, so we are hopeful that we will get the go head soon. More on this in the coming weeks.

Collaboration Work: Last month I reported about the work were doing with Colorado Mental Health Institute (CMHIP) at Pueblo and Department of Corrections. We've run into a small issue and that is the MOU with CMHIP. The MOU that they presented to me requires a significant amount of reporting on our part and 3rd party MOUs with agencies we deal with when placing individuals. I had Todd Kettlekamp review the document and he advised me not to sign it until they make some changes. At this point Todd is sending them a response with the areas of concern. Until then we are still meeting CMHIP staff and planning the transition for the individuals they have identified to move from their facility. As soon as I know more I will inform the board of the outcome of the MOU.

Awareness Day - Awareness Day was February 27th, we sent 8 persons to the event including some of the persons we serve. Terri Martinez was the manager who went with staff and did an excellent job representing CBE.

Blizzard Run - The Blizzard Run is scheduled for March 16th at the Colorado State Fair Grounds. On line registration is already starting. Our sponsors are locked in and we have a total of 17. Registrations are starting to come in and so are the gift cards. We still need more gift cards so if you're planning on securing a card now is the time to do it. As a reminder, if you know of a business that would be willing to donate a \$25 card that would be helpful. You can also purchase a gift card and donate it to the run or give us the funds and we will purchase the card.

Upcoming Events

- 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

Motion to Adjourn before going into Executive Session at 12:21pm

Motion to adjourn at 12:25pm	
<i>Action by:</i>	Leon Harwood
<i>Seconded by:</i>	Derrick Blickenstaff
<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