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| Present | Robert Pratt, President Judy Sikes, Secretary Beth Thatcher, Board Member Jane Garnett, Board Member Joel Thompson, Board Member Leon Harwood, Board Member Maria Reyes, Board Member Renee Greenway, Board Member Wayne Hunter, Board Member Mike Atlas-Acuña, Executive Director Erica Adamson, Case Manager Director Melinda Pardo, Children's & Family Services Mariah Schofield, Finance Director Paula Maes, Administrative Assistant |
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| Absent | Jan Williams, Vice President Polly Boggs, Treasurer Cindy Mihelich, Past President Derrick Blickenstaff/Dave Blickenstaff, Board Member Terri Martinez, Associate Executive Director, Adult Services Director Pat Morales, Human Resources Sandra Montee, QI & Compliance |
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Board Meeting was called to Order by Robert Pratt at 12:02 pm.

Welcome Guests

- Mike introduced Paula Maes from BASS who was here to take minutes for today's meeting.
- Mike explained that Donna Zabukovic was assigned to ITC to take over Property Management due to the current staff resigning and giving her two week notice, moving forward Donna was the best choice and already has a good handle of what is going on with Property Management.
- Mike explained he will not fill the position for the Executive Administrative Assistance to the Executive Director until possibly July. If the position would be open now, we feel that possibly someone from Case Management or Finance would apply and we are struggling to keep the staff we have in their positions right now. Donna is still helping, also Mariah Schofield and Pat Morales are in the building. The job is getting done.

Action Items

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

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| Motion to approve the April 2018 Board Meeting Minutes | |
| <i>Action by:</i> | Wayne Hunter |
| <i>Seconded by:</i> | Joel Thompson |
| <i>Passed:</i> | Unanimously Approved |

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

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| Motion to approve the March 2018 Financials as presented. | |
| <i>Action by:</i> | Jane Garnett |
| <i>Seconded by:</i> | Judy Sikes |
| <i>Passed:</i> | Unanimously Approved |

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

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| Motion to approve the Executive Director Expense Report – March 2018 as presented. | |
| <i>Action by:</i> | Joel Thompson |
| <i>Seconded by:</i> | Beth Thatcher |
| <i>Passed:</i> | Unanimously Approved |

Executive Director Report:

Regional Center: The Regional Center and CBE have continued to foster a positive relationship. I am going to remove the Regional Center as a standing agenda item because of the positive outcomes we have established. I will report if any new developments occur.

Performance Audit: The State Auditor's Office continues to request information from all CCB's. The information continues to focus on CM activities.

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. Pat Morales and I have developed many of the documents being requested. I have also been in touch with Todd who has been helpful with By-laws and Articles of Incorporation. The BCP is due to HCPF by June 30, 2018.

Performance & Quality Review: HCPF conducted their audit March 26 through the 28th. Erica and I were approached by Jennifer Martinez, CM & Quality Performance Director at HCPF, regarding the initial outcomes

of our survey. Ms. Martinez reported that our survey looked very positive overall. We will have more information once we receive the final report.

Internal Financial Analysis: The internal analysis of CBE income and expenses is almost complete. Mariah and her staff are gathering the final data and should be submitted to Cal by the end of April. I will be in contact with Cal to determine his time line with providing us with the outcome of the analysis.

Fleet Enterprises: We will be meeting with Fleet Enterprises regarding managing our fleet of vehicles. We have a very aging fleet and have not been able to successfully keep newer vehicles. I spoke with PDI who had the same problem and referred me to Fleet Enterprises. We will be meeting with them this month. More information on the outcome of the meeting will be forthcoming.

Aging Caregiver / DSP Bill: As you are all aware, we have been lobbying to get this bill through the JBC. The good news is that the bill is being sponsored by the JBC and now has a number HB 18-1407. This means that it will go to the General Assembly for consideration. We feel very strongly that the bill will pass. If passes, it will mean 300 new DD Waiver resources, and a 6.5% targeted rate increase for all direct waiver services. In addition, we may also receive a 1% cost of living increase. This will make a big difference and will help us address salaries for our staff. We will know the outcome in the next few days since the legislative session is almost over.

Fleet Enterprises: CBE Financial Committee is recommending the Board approve CBE to contract with Enterprises, purchase 3 vehicles, and lease 2. Enterprises will also take over the maintenance of the vehicles. Over all the advantages that were presented to CBE Financial Committee is that it will reduce cost in maintenance, ensure newer vehicles, track fuel costs and repairs.

With Leonard retiring this year, the position will not be filled and that salary will offset some of the initial expenses.

Judy Sikes also mentioned safety issues with the current fleet, most of the vehicles are older and do not have the safety features as most vehicles do today. Judy agreed with Dr. Pratt that this will save the agency money in the long run.

- **Motion to Approve** the Fleet Enterprises Contract

| Motion to approve the Fleet Enterprises Contract – as presented. | |
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| <i>Action by:</i> | Beth Thatcher |
| <i>Seconded by:</i> | Wayne Hunter |
| <i>Passed:</i> | Unanimously Approved |

CBE Financial Committee Meeting with Case Management

The committee met with Erica and some of her staff who presented to the committee some information on wages and salaries. Another meeting was set for 5/9/18 to continue the discussion since time was limited at the last meeting.

Mike added that we are the lowest paying when it comes to Case Managers after conducting a survey we are starting at \$12.04 and the lowest Mike found was starting at \$13.10 plus 25% benefits ours is 28%. This all needs to be considered and is being reviewed.

Public Comment

- None

Upcoming Events

- 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
- May 2019 – BASS Cinco de Mayo Party (Date TBA)

Motion to Adjourn

- **Motion to Adjourn at 12:52 pm. No Executive Session was held today.**

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| Motion to adjourn at 12:52 pm - No Executive Session was held today. | |
| <i>Action by:</i> | Judy Sikes |
| <i>Seconded by:</i> | Joel Thompson |
| <i>Passed:</i> | Unanimously Approved |

Submitted by: _____ Date: _____
Paula Maes, Administrative Assistant
Recording Secretary

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

Reviewed by: _____ Date: _____
Judy Sikes, Secretary
CBE Board of Directors

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

| | February 2018 | March 2018 | Variance |
|---|------------------------|------------------------|-----------------------|
| Assets | | | |
| Investments | \$ 1,641,490.32 | \$ 1,641,490.32 | \$ - |
| Operating Cash | \$ 1,799,647.11 | \$ 1,564,301.13 | \$ (235,345.98) |
| Savings | \$ 2,003,072.82 | \$ 2,020,550.37 | \$ 17,477.55 |
| Other Assets | \$ 2,208,539.18 | \$ 2,433,934.46 | \$ 225,395.28 |
| Property & Equipment | \$ 6,378,090.48 | \$ 6,378,090.48 | \$ - |
| Depreciation | \$ (4,841,482.47) | \$ (4,862,599.73) | \$ (21,117.26) |
| Total Assets | \$ 9,189,357.44 | \$ 9,175,767.03 | \$ (13,590.41) |
| Liabilities | | | |
| Accounts Payable | \$ 80,859.27 | \$ 85,399.43 | \$ 4,540.16 |
| Group Homes Note | \$ 152,290.07 | \$ 147,200.53 | \$ (5,089.54) |
| Other Liabilities | \$ 1,816,071.84 | \$ 1,816,318.92 | \$ 247.08 |
| Total Liabilities | \$ 2,049,221.18 | \$ 2,048,918.88 | \$ (302.30) |
| Fund Balance | | | |
| | \$ 7,140,136.26 | \$ 7,126,848.15 | \$ (13,288.11) |
| Total Liabilities & Fund Balance | \$ 9,189,357.44 | \$ 9,175,767.03 | \$ (13,590.41) |

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| Total Unexpended YTD \$73,346.87 |
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