

Colorado Bluesky Enterprises, Inc.

Board of Directors

July 3, 2018

*Important issues are discussed and motions are made for approval at each meeting. Therefore, your attendance determines whether or not a quorum is established. If you are unable to attend a meeting, please inform the Recording Secretary of your impending absence. If you have a voting preference on any issue that will be presented during your absence and you wish to designate another voting Board Member to utilize your proxy, please inform that board Member as well as the Recording Secretary of your wishes.*

Vision Statement	Mission Statement	Customer Service Statement
We Teach. We Support. We Inspire.	We believe that all persons have the right to live, learn, and work in the community with the same hope, dignity, choices, opportunities and responsibilities accorded all citizens.	Service Above Self

**Call Meeting to Order. Establish Quorum. (2 Min)**

**Welcome Guests (3 Min)**

**Action Items (5 Min)**

- **Board Meeting Minutes**
  - **Motion to Approve June 6, 2018 Board Meeting Minutes**

**Financials - Presented by Mariah Schofield (10 Min)**

- **May 2018 Financial Report**
  - **Motion to Approve May 2018 Financial report as presented**
- **Executive Director Expense Report – May 2018**
  - **Motion to Approve the Executive Director Expense Report – May 2018 as presented**

**Installation of 2018 / 2019 Board of Directors – Terri Martinez (5 min.)**

**Executive Directors Report (5 Min)**

**Business Continuity Plan (BCP):** The BCP will be ready within the next few weeks. We will be submitting it before June 30<sup>th</sup> as expected by HCPF. A related issue is the independent study we had completed by our auditor regarding operating as a Case Management Agency and/or a Service Provider. That study will be ready soon.

**Performance & Quality Review:** The Corrective Action Plan for the review that was done on Case Management in March 2018 was submitted to HCPF within the timelines specified by the Department. As a reminder, we only had 13 citations and the Department surveyed 263 persons receiving case management services. One was in correcting policies to reflect our contract and two were in Quality Improvement related to incident report reporting and tracking. The remaining 10 were related to case management. I want to thank Pat Morales for writing some great policies, Sandra for the work she has done with processing incident reports, and Erica for the changes she has made in case management.

**2018/2019 Budget:** Mariah is almost done meeting with managers regarding department budgets. She is now in the process of pulling all the department budgets into what will be the agencies 2018/2019 budget. We project to have it ready to present at the August or September board meeting.

**Aging Caregiver / DSP Bill:** As you are already aware, HB 18-1407 passed, which is great news; however, it is not effective until March 2019. We were hoping that it would have been implemented in July, so this is going to affect our budget process.

**300 New Resources:** As you are all aware, part of HB 18-1407 is the approval of 300 new resources to remove persons from the wait list. We recently were notified by the Department that we will receive 5 from the 163 that were recently approved. I don't expect that CBE will receive a large number from the 300 since our wait list is not extensive.

**EI Fiscal Monitoring:** In October 2017 the Department of Human Services conducted a Fiscal Monitoring survey and found a number of deficiencies in child-level files. We just received notification that those deficiencies have been corrected. Melinda did an excellent job responding to these very quickly; however, it did take some time for the Department to review them and notify us of their approval.

**CHFA Survey:** In May 2018 CHFA conducted a survey of three homes that were purchased through CHFA. Therefore, they inspect the property and files of the persons residing there to ensure compliance with the loan agreement and ensuring that the home is being used for its intended purpose. We received two deficiencies on two files that need to be corrected. Donna Zabukovic and Pat Morales are responsible for ensuring compliance and as you can see have done a great job.

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**Presentation of Awards – (20 min.)**

**Case Management Presentation – Erica Adamson (10 min.)**

**Early Intervention Presentation – Melinda Pardo (10 min.)**

**BASS Presentation – Terri Martinez (10 min.)**

**Finance Presentation – Mariah Schofield (10 min.)**

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**Department Presentations – (20 min.)**

**Erica Adamson / Case Management (10 min.)**

**Melinda Pardo / Early Intervention (10 min.)**

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**Public Comment (5 Min)**

## **Calendar of Events**

- **August 29, 2018 – BASS End of Summer Picnic**
- **October 2018 – In Service Day (Date TBA)**
- **October 25, 2018 – BASS Halloween Party**
- **November 1, 2018 – Fashion Show**
- **November 13, 2018 - BASS Thanksgiving**
- **November 2018 – CBE Thanksgiving (Date TBA)**
- **December 2018 – BASS Christmas Party (Date TBA)**
- **February 2019 – BASS Super Bowl Party (Date TBA)**
- **February 2019 – BASS Valentine’s Party (Date TBA)**
- **February 2019 – Awareness Day at the Capital (Date TBA)**
- **March 2019 – BASS St. Patrick’s Day Party (Date TBA)**
- **March 17, 2019 – Blizzard Run**
- **June 2019 – BASS Talent Show Zaragoza Hall (Date TBA)**
- **June 2019 – Employee Picnic Nature Center (Date TBA)**

## **Motion to Adjourn**