

BOARD MEETING MINUTES
December 13, 2017

MEMBER'S PRESENT

Nita McAuliffe
Vicki Alire
Sonya Lee
Raphael Maestas
Joyce Fleming
Chris Montague – had to leave early

OTHERS PRESENT

Brooke Hayden
Tim Johnson
Heather Parga
Cindy Espinoza
Sarah Gallegos
Anita Kinsey
Patrick Rheume

CALL TO ORDER

The Board meeting was called to order at 2:10 pm.

***Introduction of guests:**

No guests

II. APPROVAL OF THE MINUTES

A motion was made to approve the minutes for November 8, 2017 as is:

MOTION: Vicki SECOND: Joyce

III. ADDITIONS/CHANGES TO AGENDA

Updates to Case Management Policy 20 - Monitoring

A motion was made to approve the addition of Case Management Policy 20 to the agenda

MOTION: Vicki SECOND: Raphael

IV. CORRESPONDENCE

None

V. COMMITTEE REPORTS

a. Finance Committee Report for October 2017 – presented by Anita Kinsey, Finance Director. All financial reports were emailed to the Board members for review prior to today's BOD meeting. The Finance Committee met today at 1:30 p.m. to review the Financial Reports. The Finance Committee recommends the October financial reports to the Board of Directors for approval.

Blue Peaks has completed 33% of the 2017 fiscal year. The cash balance as of October 31 is \$534,587 with \$585,966 invested in CD's. Revenue is \$115,378 in excess of the expenditures, in comparison to a deficit balance of \$12,045 at the same time in Fiscal Year 2017. We are operating at 3% under the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$653,148 and accounts payable at \$358,098.

The Statement of Activities shows an overall increase in revenue this year of approximately 2%, compared to this time in FY2017. October year to date expenditures have decreased by approximately 6.2% under expenditures in FY2017. A comparative analysis shows decreases in expenses this fiscal year from last

fiscal year in all line items, with the exception of benefits, medical, vehicles, other supplies, and other revenue/expenses.

Our Current Ratio has increased from 4.79 to 1 last month, to 5.09 to 1 this month. We have 7.69 months of operating expenses in the total Fund Balance, and 4.96 months of operating expenses in the Fund Balance net of assets.

Presentation for approval of the October 2017 Financial Statements.

A motion was made to approve the October 2017 Financial Statements:

MOTION: Brad SECOND: Vicki

VI. OLD BUSINESS

None

VII. NEW BUSINESS

Discussion with Board for approval: Repair/reconstruction of back exterior staircase on the Administration building. The staircase is currently not useable and a safety hazard. The cost will be approximately \$16000 - \$20000 dependent on the condition of the exterior wall of the building. Contractor is Charlie Sanchez.

A motion was made to approve the repair/reconstruction of the back staircase.

MOTION: Joyce SECOND: Vicki

The updates to Case Management Policy 20 were presented by Patrick Rheume, Director of Case Management. The policy was updated to enhance the requirements for individual client monitoring and to add monthly trend analysis (as opposed to quarterly) standards to the policy. The policy updates reflect the language of the HCPF contract.

A motion was made to approve the updates to Case Management Policy 20

MOTION: Vicki SECOND: Joyce

VIII. EXECUTIVE DIRECTOR'S REPORT

Brooke explained that the agency is currently involved in the process of an audit through the State Auditor's office, as mandated by the transparency requirements Senate Bill 16-038. The agency is feeling optimistic about the hiring of a number of new employees, subsequent to the wage increase implemented on September 1.

X. PUBLIC COMMENT

NONE

IX. ADJOURN

The meeting adjourned at 2:44 pm

A motion was made to adjourn the meeting.

MOTION: Vicki SECOND: Joyce

Distributed to Board:

Case Management Policy 20