# BOARD MEETING MINUTES
June 8, 2016

| **MEMBER'S PRESENT** | **OTHERS PRESENT** |
|---|---|
| Nita McAuliffe | Brooke Hayden |
| Vicki Alire | Anita Kinsey |
| Sonya Lee | Patrick Rheaume |
| LaVerne Valdez | Tim Johnson |
| Julie Geiser | Tyler Chacon |
| Chris Montague | Heather Parga |
| Brad Wilcox | |
| Sally Allee | |

**I. CALL TO ORDER**
The Board meeting for June 8, 2016 was called to order at 2:00 pm.

**II. APPROVAL OF THE MINUTES**
**A motion was made to approve the minutes for May 11, 2016 as is:**
**MOTION: LaVerne SECOND: Julie**

**III. ADDITIONS/CHANGES TO AGENDA**
1. Presentation (for approval) of agency calendar for 2016/2017
**A motion was made to approve the agency calendar:**
**MOTION: Sally SECOND: LaVerne**
2. Presentation (for approval) of the updated financial policies as related to payroll changes.
3. Presentation (for approval of health insurance plan 2016/2017).
**There was a lot of discussion related to the impact the increased deductible ($750 to $2000) will have on agency employees. Continued concerns were voiced regarding the need to increase direct care wages while addressing the financial impact of the additional loss of two comprehensive resources. Different wage increase strategies were discussed, including a .25 raise and differential pay for staff working nights and weekends – Anita is continuing to work on the 2016/2017 budget which will be presented in July – there have been several amended versions due to anticipated losses in resources. Out of 105 current employees, 50 employees elect to take the insurance. The monthly cost per employee to pay for the insurance will go up approximately $1.00.
**A motion was made to approve the health insurance plan for 2016/2017:**
**MOTION: Chris SECOND: Brad**

**IV. CORRESPONDENCE**
NONE

**V. COMMITTEE REPORTS**
a. Finance Committee Report – presented by Anita Kinsey, Finance Director
The Finance Committee did not meet prior to the Board meeting, but the Finance Committee members reviewed the reports for April, 2016 through email messages and recommends the reports to the Board

for approval. The financial reports were emailed to each Board member prior to the Annual Board meeting, a copy of the PowerPoint presentation of the financial reports was handed out to each Board member for use during the meeting.

Blue Peaks has completed 83% of the 2016 fiscal year. The cash balance as of April 30 is $499,993 with $585,966 invested in CD's. Expenditures are $23,857 under the revenues, operating at 1% under the monthly budgeted amounts, in comparison to a deficit of $176,676 at the same time in Fiscal Year 2015.

The Statement of Financial Position lists accounts receivable at $369,445, with $337,836 in State and Medicaid receivables, and $31,609 in other receivables. Accounts payable total $276,258, with $81,598 in program and administrative services and $194,660 in personnel compensation.

The Comparative Statement of Activities shows an overall increase in revenue of approximately 1%, and a decrease in expenditures of approximately 5% over this time in fiscal year 2015. The most significant areas of expenditure decrease are $42,342 in compensation, $44,972 in occupancy and $37,387 in client assistance.

A monthly comparison of revenue shows a decrease of revenue in the month of April, due to less billing days, adjustments made for bad debt of claims billed in FY15 but not collected of approximately $6,500, and adjustments to revenue for claims that were uncollectable because of IP/PAR dates and out of timely filing. The monthly comparison of expenditures show an increase in the month of April, due in large part, to the accrual of salaries and wages from one week on an annual basis to two weeks on a monthly basis because of the change to the semi-monthly pay period.

The budget comparison shows the most significant expenditures are personnel compensation and occupancy. We are under budget in personnel compensation, occupancy, equipment, client assistance, and vehicles. We are over budget in client compensation, medical and professional fees, staff travel and development, and other supplies and expenses. As previously stated, overall we are operating at 1% under the budgeted amounts.

BPDS ended the month of April, 2016 with a current ratio of 5.39 to 1, an A/R aging due 3 months ago or more of 5.3%, 6.41 months of operating expenses in the total fund balance, and 3.74 months of operating expenses in the fund balance net of assets.

1. Presentation (for approval) of the April 2016 financial statements
**A motion was made to approve the April 2016 financial statements:**
**MOTION: Brad SECOND: Sally**
2. Discussion of proposed Financial Policies 3.7, 3.8, 3.10 (for approval)
Julie suggested that an addition be made to the policy to clarify how staff would be made aware of the reimbursement rates for mileage. Anita will make the addition to the policy.
**A motion was made to approve the amendments to Financial Policies 3.7, 3.8, 3.10:**
**MOTION: Julie SECOND: Chris**

**VI. OLD BUSINESS**
NONE

**VII. NEW BUSINESS**

1. Nominations (for approval) for Blue Peaks Board officers for 2016/2017 – presented by Vicki Alire:
The Board officers for 2016/2017 are as follows:
Sally Allee – President
Nita McAuliffe – Vice President
Treasurer – Julie Geiser
Secretary – LaVerne Valdez

**A motion was made to approve the nominations for Board officers 2016/2017:**
**MOTION: Chris SECOND: Brad**

2. Discussion regarding continuation of contract with Squire, Patton, Boggs. Current contract ends in June.

3. Information/discussion on new CCB transparency requirements as required in Senate Bill 16-038. Several Board members commented that the requirements are similar to those required for school systems and agreed that it is important to meet the requirements and have the information on the website or available by the 8/10/2016 deadline.

4. Nomination of new committee member to the Human Rights Committee – Jennifer Silva from San Luis Valley Behavioral Health Group.

**A motion was made to nominate Jennifer Silva as a new member of the Human Rights Committee:**
**MOTION: Julie SECOND: Chris**

**VIIII. EXECUTIVE DIRECTOR'S REPORT**

1. Reminder – Open House/Public Forum on June 22, 2016 at the Day Services building.
2. Director of Human Resources position filled
3. Alliance conference – June 15, 16, 17

**X. PUBLIC COMMENT**

NONE

**IX. ADJOURN**

**In the Board notebooks:**

*Transparency requirements: Senate Bill 16-038
*Denver Post article
*Letter to CMS regarding Conflict Free Case Management
*Agency Calendar 2016/2017