

BOARD MEETING MINUTES
March 8, 2017

MEMBER'S PRESENT

Nita McAuliffe
Vicki Alire
Sonya Lee
Joyce Fleming
Julie Geiser
Chris Montague
Raphael Maestas

OTHERS PRESENT

Brooke Hayden
Anita Kinsey
Tim Johnson
Cindy Espinoza
Tyler Chacon
Heather Parga
Sarah Gallegos

I. CALL TO ORDER

The Board meeting for March 8, 2017 was called to order at 2:00 pm.

***Introduction of guests:**

No guests

II. APPROVAL OF THE MINUTES

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

MOTION: Vicki SECOND: Chris

III. ADDITIONS/CHANGES TO AGENDA

*Executive Director evaluation

**at the Board meeting it was noted by several Board members that the evaluation template for the Executive Director evaluation had been sent without the last page. A number of Board members noted that they had realized the omission and added comments from the missing page on the copies they had already received. The Board members were asked if they needed the additional copies which Sarah had brought to the meeting – Board members indicated they were satisfied with the previous documents received. Brooke stated that she would contact Board President Sally Allee to see if she preferred any additional process.

A motion was made to approve the additional items to the agenda:

MOTION: Chris SECOND: Julie

IV. CORRESPONDENCE

None

V. COMMITTEE REPORTS

a. Finance Committee Report

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 financial reports to the Board of Directors for approval.

Blue Peaks has completed 58% of the 2017 fiscal year. The Cash balance as of January 31 is \$449,197 with \$585,966 invested in CD's. Revenue is \$33,608 in excess of the expenditures, in comparison to an

excess of revenue of \$20,631 at the same time in Fiscal Year 2016. We are operating in balance with the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$451,272 and accounts payable at \$251,850.

The Statement of Activities shows an overall decrease in revenue this year of approximately 3.2%, compared to this time in FY2016. January year to date expenditures have decreased by approximately 3.7% under expenditures in FY2016. A comparative analysis shows decreases in expenses this fiscal year from last fiscal year in all line items, with the exception of client compensation, equipment, client assistance, and other expenses.

Our Current Ratio has increased from 6.4 to 1 last month, to 6.68 to 1 this month. The A/R Aging ratio increased from 25.6% last month to 27% this month. We have 6.49 months of operating expenses in the total Fund Balance, and 3.95 months of operating expenses in the Fund Balance net of assets.

Presentation (for approval) of the January, 2016 financial statements.

A motion was made to approve the Financial Statements from January, 2017:

MOTION: Julie SECOND: Vicki

VI. OLD BUSINESS

None

VII. NEW BUSINESS

1. Update/Approve Case Management Policy 15 – Incident Reporting – presented by Pat Rheume, Case Management Director

*This is an amendment to the current policy that clarifies the definition of verbal and psychological abuse

2. Approve new policy for Early Intervention – No Shows – presented by Pat Rheume, Case Management Director

*this is a new policy that defines procedures for communication, notification and criteria for termination of services in the case of continued lack of participation for children in the Early Intervention program

A motion was made to approve both of the new policies:

MOTION: Chris SECOND: Vicki

VIII. EXECUTIVE DIRECTOR'S REPORT

*Brooke discussed the distribution by Health Care Policy and Financing of the Conflict Free Case Management bill draft – a third version is expected by 2/27/2017. The bill defines timelines for implementation, definitions for Case Management providers and potential guidelines for designating the rural exemption.

*Anita Kinsey, Finance Director, again discussed the problems associated with the revalidation process and billing system that has impacted our current cash flow. At this stage, Blue Peaks has completed the revalidation process but the system has a number of continuing issues that are affecting all Medicaid providers in the State. Health Care Policy and Financing has offered advance payments to providers in the DIDD system. We will be asking for off cycle advance payments as needed.

X. PUBLIC COMMENT

NONE

IX. ADJOURN

The meeting adjourned at 2:40 pm.

MOTION: Raphael SECOND: Julie

In the Board notebooks:

1. Case Management Policy 15 – Incident reporting
2. Early Intervention Policy 22 – No Shows