

## BOARD MEETING MINUTES

### September 13, 2017

#### **MEMBER'S PRESENT**

Nita McAuliffe  
Vicki Alire  
Sonya Lee  
Joyce Fleming  
Brad Wilcox  
Chris Montague  
LaVerne Valdez  
Sally Allee  
Raphael Maestas

#### **OTHERS PRESENT**

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

#### **I. 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 August 9, 2017 as is:

**MOTION: Vicki      SECOND: LaVerne**

#### **III. ADDITIONS/CHANGES TO AGENDA**

\*Executive Session

**A motion was made to approve the addition of Executive Session to the agenda:**

**MOTION: Brad      SECOND: Joyce**

#### **IV. CORRESPONDENCE**

None

#### **V. COMMITTEE REPORTS**

a. Finance Committee Report – Finance Report 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 July Financial Reports to the Board of Directors for approval.

Blue Peaks has completed 8% of the 2017 fiscal year. The cash balance as of July 31 is \$601,424 with \$585,966 invested in CD's. Revenue is \$48,453 in excess of the expenditures, in comparison to a deficit of revenue of \$10,357 at the same time in Fiscal Year 2017. We are operating at 1% under the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$503,552 and accounts payable at \$323,425.

The Statement of Activities shows an overall increase in revenue this year of approximately 1.5%, compared to this time in FY2017. July year to date expenditures have decreased by approximately 13.5% 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, staff travel, vehicle expense, and other revenue/expenses.

Our Current Ratio has increased from 3.69 to 1 last month, to 5.34 to 1 this month. We have 7.42 months of operating expenses in the total Fund Balance, and 4.70 months of operating expenses in the Fund Balance net of assets.

Presentation for approval of the July 2017 Financial Statements

\*Presentation – Finance Report Anita Kinsey, Finance Director

\*Standing item: Anita also gave a report on the cash flow/billing recovery due to the revalidation process. We are now able to bill all claims to the new Medicaid portal, TCM EI claims are still being denied, but a resolution has been developed and DXE is to reprocess all denied claims. We are still experiencing a variety of issues related to claim denials/suspensions, but the reasons are not consistent. We are working diligently to deal with these denials and suspensions by refiling claims and reaching out to DXE Support. Our receivable balance continues to steadily decrease, but we still have not achieved numbers we saw prior to the transition in March.

**A motion was made to approve the July 2017 Financial Statements:**

**MOTION: Joyce            SECOND: Raphael**

#### **VI. OLD BUSINESS**

None

#### **VII. NEW BUSINESS**

The Board reviewed new SLS/CES policy 14.0. Tim explained that the new policy is the result of an audit of the State SLS program that was completed earlier this year by Health Care Policy and Financing. The results of the survey required that Blue Peaks review, update and publish the rates for the State SLS program. Additionally, Blue Peaks develops a policy that specifies how the rates will be made available to clients in the State SLS program and the agency process for reviewing rates on an annual basis.

**A motion was made to approve the new SLS policy 14.0:**

**MOTION: Sally    SECOND: Vicki**

**A motion was made to go into Executive Session:**

**MOTION: Raphael    SECOND: Brad**

**\*\*The Board went into Executive Session to discuss a personnel issue.**

**A motion was made to return from Executive Session:**

**MOTION: Raphael    SECOND: LaVerne**

#### **VIII. EXECUTIVE DIRECTOR'S REPORT**

Brooke discussed upcoming events including Direct Support Professional Week and the BBQ on 9/14, 2017. The audit has started and is targeted to be completed by the October Board meeting. The Board also discussed the need for the agency to continue reviewing staff wages in light of the forthcoming minimum wage increases and the need to continue to purchase vehicles as the funds become available.

#### **X. PUBLIC COMMENT**

NONE

#### **IX. ADJOURN**

The meeting adjourned at 2:56pm.

**A motion was made to adjourn the meeting.**  
**MOTION: Brad      SECOND: Raphael**

**Distributed to Board:**