

BOARD MINUTES

May 11, 2016

2:00p.m

MEMBER'S PRESENT

Vicki Alire
Julie Geiser
Chris Montague
Laverne Valdez
Nita McAuliffe
Sally Allee

OTHER'S PRESENT

Brooke Hayden
Anita Kinsey
DeAnna Chacon
Cindy Espinoza
Tim Johnson
Tyler Chacon

I. CALL TO ORDER

The meeting for May 11, 2016 was called to order at 2:00p.m by Vicki Alire.

II. APPROVAL OF THE BOARD MINUTES

A motion was made to approve the minutes for April 13, 2016.

MOTION: Julie Geiser SECOND: Laverne Valdez XPASSED

III. AGENDA ADDITONS/CHANGES

A motion was made to accept the additions to OLD BUSINESS.

- a. NEEP application
- b. Executive's Evaluation

A motion was made to accept the additions to the agenda

MOTION: Julie Geiser SECOND: Nita McAuliffe XPASSED

IV. CORRESPONDENCE

Brooke received a donation to Blue Peaks on behalf of Robert Wardell.

V. COMMITTEE REPORTS

a. Finance Report

The finance committee met today at 1:30 to review the March financial statements. The financial reports were emailed to Committee and Board members for review prior to the meetings today. Blue Peaks has completed 75% of the 2015 fiscal year. The cash balance as of March 31 is \$364,818 with \$585,966 invested in CD's. We ended the month of March with an excess balance of \$47,142, operating at 1% under the monthly budgeted amounts, in comparison to a deficit of \$157,987 at the same time FY2015.

The Statement of Financial Positon shows &407,052 in accounts receivable, which includes \$374,306 in Medicaid and State receivable and \$32,746 in other receivables. Accounts payable totals \$183,221, which includes \$92,708 in Programing and Administration services, and \$90,501 in Personnel Compensation.

The Statement of Activities shows total year to date revenue of \$3,581,552, which is an overall increase of approximately 2% over this time in FY2015. Year to date total expenditures are \$3,534,410, which is and overall decrease of

approximately 4% compared to this time in FY15. The most significant areas of decrease are \$36,002 in compensation, \$45,886 in occupancy, and \$31,117 in client assistance.

We ended March with a current ratio of 7.68:1, the AR aging 3 months ago or more is now 12.8%, operating expenses in the total fund balance is 6.24 months, and operating expenses in the fund balance net of assets is 3.53 months.

A motion was made to approve the Financial Statements for March 2016.

MOTION: Laverne Valdez SECOND: Julie Geiser XPASSED

b. RFP proposal – Audit services

The Finance Committee reviewed the responses to the RFP for audit services. Bids were received from five different firms, three from the Denver area, one from Durango, and one from Alamosa. All offered typical audit services with fees ranging from \$9,000 to \$22,000. The benefits of using a local firm versus a firm out of the area were discussed, with the FC making a decision to recommend the award for audit services for FY's 2016, 2017, and 2018 to Wall, Smith & Bateman of Alamosa.

A motion was made to move forward with changing Auditors to Wall Smith and Bateman for FY's 2016, 2017, and 2018.

MOTION: Chris Montague SECOND: Sally Allee XPASSED

c. FY2017 Budget

Anita has prepared a preliminary draft of the budget and will present in June or July. We are positive we will be able to include an hourly raise for the Direct Care staff, but want to determine insurance and other costs before presenting the draft.

VI. OLD BUSINESS

a. NEEP Application

The agency has submitted a grant application to NEEP to replace the furnace at Gonzales House and to complete some energy efficient repairs at Day Service's

b. Executive's Evaluation

The Executive Director evaluation was completed.

VII. NEW BUSINESS

a. Board president signature – annual application for designation as a CCB
Vicki Alire sign the application.

b. Annual Board luncheon next month.

We will be having BPDS's Annual Board meeting at the Bistro June 8, 2016 at noon. Vicki will be in charge of the nominating committee for the Executive Committee for fiscal year 2016/2017.

c. HCPF survey this month addressing the Final Rule.

HCPF has contracted with Telligen to complete surveys at selected CCB's to assess state progress in complying with the Final Rule.

- d. HCPF has submitted a draft proposal for transitioning state services to Conflict Free Case Management. The proposed transition time is 4 to 6 1/2 years. There are 3 phases: Planning, Design, and Implementation. It is not clear whether there will be a rural exemption. HCPF will be determining the qualifications necessary to provide local Case Management Services when a specific timeline is proposed.
- e. Opening – Director of Human Resources
BPDS is advertising for the Director of Human Resources.
- f. Public Forum/Open House – planned date is in June 22, 2016 from 1p to 3p.
A motion was made to go into Executive Session to discuss the Executive's evaluation.
MOTION: Julie Geiser SECOND: Sally Allee XPASSED
A motion was made to return from Executive Session.
MOTION: Nita McAuliffe SECOND: Chris Montague

VIII. EXECUTIVE DIRECTOR'S REPORT

Review of 4 regulatory issues affecting Blue Peaks

- a. Person Centered Thinking
*BPDS has begun training for all staff not previously trained
- b. The Final Rule
- c. Conflict Free Case Management
- d. Waiver Redesign
- e. Transparency Bill
- f. Department of Labor Changes

IX. OPPORTUNITY FOR PUBLIC COMMENT

NONE

X. ADJOURN

A motion was made to adjourn

MOTION: Julie Geiser SECOND: Nita McAuliffe XPASSED

In the Board notebooks:

1. Copy of the HCFP proposal addressing Conflict Free Case Management with timelines and potential agency options.
2. Copy of agency Close Out Plan