



BOARD MEETING MINUTES
March 8, 2023

MEMBER'S PRESENT

- Sally Allee
- Laverne Valdez
- Joyce Fleming
- Vicki Alire
- Brad Wilcox
- Sonya Lee

OTHERS PRESENT

- Yesenia Bolt
- Brock Gallegos
- Stella Sanchez
- Loren Velasquez
- Shayna Garrett

CALL TO ORDER

The Board meeting was called to order at 2:05 pm

Introduction of guests:

None

II. APPROVAL OF THE MINUTES:

Approval of the minutes from February 2023.
Motion to approve the minutes from February 2023:

MOTION: Vicki SECOND: Laverne

III. ADDITIONS/CHANGES TO AGENDA

- f. Health Department
- g. Expenses for the Fire Prevention Survey

IV. CORRESPONDENCE

None

V. COMMITTEE REPORTS

a. FINANCE COMMITTEE REPORT – presented by Brock Gallegos. The January 2023 financial reports were written by Brock Gallegos and presented to the Board members for review prior to today's BOD meeting.

Blue Peaks has completed 58% of the 2023 fiscal year. The cash balance as of January 31st is \$2,019,375.79 with \$820,000 invested in Certificates of Deposit. A review of the financial statements shows that Blue Peaks took made a profit of \$45,382.39 for the month. We are operating under the annual budget amounts. A comparison of the financial statements at the same time in fiscal year 2022 show we completed the month with a profit of \$58,627.43

The Statement of Financial Position lists accounts receivable in the amount of \$651,874.41 as outstanding, which includes \$331,296.32 from Government (State and Medicaid) Receivables, and \$20,578.09 from Other Receivables. Accounts payable consists of \$43,103.00 for Program and Administrative services, \$79,292.62 for Personnel Compensation, and \$0 for Other Payables.

The Statement of activities shows an overall increase in revenue this year of approximately 9% compared to this time in FY2022. January 2023 expenditures have increased 16% under expenditures in January 2022.

Our Current Ratio is 26.09 to 1. We have 11.34 months of operating expenses in the total Fund Balance, and 10.09 months of operating expenses in the Fund Balance net of assets.

Money was reinvested at Alamosa State Bank. The CD is for \$100,000 for 1 year.

Motion to accept the January 2023 financial statements as presented:

MOTION: Joyce SECOND: Vicki

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- a. Residential Policies were discussed for Board approval. The 3 policies included:
 1. Residential Policy Dietary 11.1. Implements required food safety training for staff.
 2. Residential Policy Food Storage 11.3. Defines the required amount of food and drinking water supply that will be kept in the facilities in case of an emergency.
 3. Residential Policy Responsibility of Direct Care Staff. Defines which facilities are 24 hr. awake facilities and what are sleep facilities.

Motion to approve policies as discussed:

MOTION: Vicki SECOND: Brad

- b. Cindy informed the Board that the agency will be hosting a Public Forum on March 21, 2023 at our Day Services Building from 1:00 pm to 3:00 pm. Invitations have been sent out.
- c. Brock informed the Board that the agency will be receiving \$531,310.98 from the Employee Tax Credit sometime after new fiscal year starts.
- d. Cindy informed the Board that the pipe for the fire sprinkler was painted at one of the group homes and the agency does not have proof that the paint that was used is a water based paint. This was found during a Fire Prevention Survey. The agency may have to be replace the CPVC Pipe at this facility and is waiting to hear back from the surveyor. The cost to replace the CPVC pipe is \$8,905.00.

Motion to approve replacing the CPVC if it's needed. The cost is \$8,905.00.

MOTION: Laverne SECOND: Brad

VIII. EXECUTIVE DIRECTOR'S REPORT

Shayna discussed with the Board that the agency continues to hire DPS staff and are hiring higher quality staff. Shayna also talked about a workforce pilot for training direct care staff that the agency is participating in. Cindy discussed the updates with the Powell House remodel.

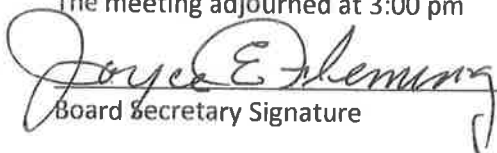
X. PUBLIC COMMENT

NONE

IX. ADJOURN

MOTION TO ADJOURN: Vicki SECOND: Laverne

The meeting adjourned at 3:00 pm


Board Secretary Signature

04/12/2023
Date