

**BOARD MEETING MINUTES**  
January 10, 2018

**MEMBER'S PRESENT**

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

**OTHERS PRESENT**

Brooke Hayden  
Tim Johnson  
Heather Parga  
Patrick Rheume  
Sarah Gallegos  
Anita Kinsey

**CALL TO ORDER**

The Board meeting was called to order at 2:01 pm.

**\*Introduction of guests:**

No guests

**II. APPROVAL OF THE MINUTES**

A motion was made to approve the minutes for December 2017 as is:

**MOTION: Raphael      SECOND: Brad**

**III. ADDITIONS/CHANGES TO AGENDA**

None

**IV. CORRESPONDENCE**

None

**V. COMMITTEE REPORTS**

a. Finance Committee Report for November 2017 – 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 November financial reports to the Board of Directors for approval.

Blue Peaks has completed 42% of the 2018 fiscal year. The cash balance as of November 30 is \$634,880 with \$585,966 invested in CD's. Revenue is \$103,351 in excess of the expenditures, in comparison to a deficit balance of \$14,368 at the same time in Fiscal Year 2017. We are operating at 2% under the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$524,139 and accounts payable at \$336,034.

The Statement of Activities shows an overall increase in revenue this year of approximately 1%, compared to this time in FY2017. November year to date expenditures have decreased by approximately 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, vehicles, other supplies, and other revenue/expenses.

Our Current Ratio has increased from 5.09 to 1 last month, to 5.36 to 1 this month. We have 7.60 months of operating expenses in the total Fund Balance, and 4.90 months of operating expenses in the Fund Balance net of assets.

Presentation for approval of the November 2017 Financial Statements.

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

**MOTION: Raphael      SECOND: Vicki**

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

None

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

Board President, Nita McCauliffe, asked to have a discussion regarding what is known about the transition of the Child Find program to CCB's across the state. This program is currently provided through BOCES and funded through the Department of Education. On Monday, at the hearing for the Early Intervention program at the Joint Budget Committee, the Director of the Department of Human Services suggested that the Child Find program be transferred to DHS and subsequently to the CCB's for service delivery. In listening to the JBC presentation, Brooke stated that there seemed to be not much enthusiasm for the plan and the discussion closed as legislators asked for further information. At this time it is not clear whether Blue Peaks will be asked to take on this program and what changes in our structure will be needed to accommodate the transition.

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

Brooke informed the Board that HCPF has scheduled a webinar for February 1 to discuss the requirements of the Business Continuity Plan. Brooke and the Board again reviewed the options available for each CCB to comply with the timelines for Conflict Free Case Management. Blue Peaks has requested a Rural Exemption but it is not known whether the exemption will be approved. According to the current timelines published by HCPF, Blue Peaks will be advised of authorization or denial of the rural exemption request sometime during the remaining part of this fiscal year. The Business Continuity Plan will be written when this option is clarified. The Board again discussed the option for providing direct service only. The discussion centered on what agency resources will need to be maintained in order to continue to provide quality services. This included continued proactive wage increases to meet the minimum wage requirements and continuing to maintain agency infrastructure including building repairs and vehicle replacements.

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

NONE

#### **IX. ADJOURN**

The meeting adjourned at 2:45 pm

**A motion was made to adjourn the meeting.**

**MOTION: Raphael      SECOND: LaVerne**

**Distributed to Board:**