

BOARD MEETING MINUTES

March 13, 2019

MEMBER'S PRESENT

Vicki Alire
Nita McAuliffe
Sonya Lee
LaVerne Valdez
Sally Allee
Joyce Fleming
Chris Montague – excused early

OTHERS PRESENT

Tim Johnson
Cindy Espinoza
Tyler Chacon
Shayna Garrett
Erin Wieland

CALL TO ORDER

The Board meeting was called to order at 2:10 pm. Anita Kinsey, Finance Director, is excused for today's meeting.

Introduction of guests:

No guests

II. APPROVAL OF THE MINUTES:

Motion to approve the minutes from February 2019.

MOTION: Vicki SECOND: LaVerne

III. ADDITIONS/CHANGES TO AGENDA

None

V. CORRESPONDENCE

None

V. COMMITTEE REPORTS

a. FINANCE COMMITTEE REPORT for January, 2019 – PRESENTED BY Brooke Hayden, Executive Director. All financial reports were emailed to the Board members for review prior to today's BOD meeting. The Finance Committee reviewed the reports and recommend the January financial reports to the Board of Directors for approval.

Blue Peaks has completed 58% of the 2019 fiscal year. The cash balance as of January 31 is \$755,386 with \$587,966 invested in CD's. Expenditures are \$19,521 in excess of revenue, in comparison to an excess of revenue of \$75,888 at the same time in Fiscal Year 2018. We are operating in balance with the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$313,891 and accounts payable at \$281,070.

The Statement of Activities shows an overall decrease in revenue this year of approximately 2.2%, compared to this time in FY2018. January year to date expenditures have increased approximately 1.4% over expenditures in FY2018.

Our Current Ratio has decreased from 5.89 to 1 last month, to 5.48 to 1 this month. We have 6.64 months of operating expenses in the total Fund Balance, and 3.95 months of operating expenses in the Fund Balance net of assets.

In discussing the financial statements, Brooke pointed out that our expenses have exceeded our revenues this month. This is primarily due to the wage increases that have been authorized this fiscal year in preparation to meet the minimum wage initiative. A 6.5% rate increase, discussed previously in the Board meeting, became effective on March 1 and it is hoped that some of this increase will offset ongoing wage increases. Brooke does feel that it is unlikely that the rate increase will cover the current loss and predicts that the February financials will indicate an additional loss. It was discussed with the Board that some additional scheduling amendments will likely need to be made in agency departments and that the agency is looking at reducing the operating hours for the Day Services program. Discussion included what are typical hours in other CCBs for Day Services and the need to reduce personnel costs in line with our revenues and a continuing decrease in census for the Day Services program. The Board was supportive of these decisions. Brooke felt it will be important to wait until the month of March has ended and the agency can review what the impact of the 6.5% rate increase will be before any changes are made. Sally repeated that it is important that the agency continues to look for opportunities to address increases for administrative salaries in addition to the other wages that have been increased. Joyce seconded her statement and noted that it is important that administrative salaries do not get lost as we continue to increase other positions.

Approval of the January 2019 Financial Statements.

MOTION: LaVerne SECOND: Sally

VI. OLD BUSINESS

None

VII. NEW BUSINESS

1. Brooke reviewed the meeting with Health Care Policy and Financing that took place on February 13 regarding our Business Continuity Plan. HCPF stated that our plan met the requirements. HCPF also mentioned that although we currently have a Rural Exception, if another entity comes in to our catchment area that is qualified and willing to provide Case Management our exception is eliminated. The Board had a number of questions as to what that transition will look like for Blue Peaks.
2. The status of program revenues and expenses were discussed in the course of reviewing the financial statements.
3. Sally agreed to coordinate the Executive Director's evaluation.
4. The Board approved a new member for the Family Support Committee: Christina Welden.

MOTION: Vicki SECOND: Laverne

5. The Board is requested to move to Executive Session to discuss a legal matter update.

MOTION to move to Executive Session: Nita SECOND: Sally

VIII. EXECUTIVE DIRECTOR'S REPORT

The specifics of the Executive Director's report were discussed in New Business. The meeting was concluded with an announcement from Laverne informing the Board that her daughter, Karie, has been invited to Washington D.C. in conjunction with People First and the ARC of Colorado to participate in a Developmental Disability Policy Seminar on April 7. LaVerne will be traveling with Karie.

X. PUBLIC COMMENT

NONE

IX. ADJOURN

The meeting adjourned at 2:52pm.

MOTION: Vicki SECOND: Sally