

North Metro Community Services Board Minutes

For the meeting held on

March 22nd, 2018

Dr. Ed Bertagnolli called the meeting to order at approximately 6:00 PM. He said he would entertain a motion to approve the minutes of the February 22, 2018 meeting, approve the agenda for the March meeting and to excuse Paul Yantorno (all other board members were present). Dr. Taylor made the motion, which was seconded by Mona Valdez and passed unanimously.

Finance Committee Report:

February 2018

Statement of Activities

In the month of February 2018 we earned net revenue of \$5,688. This net revenue in the month of February is \$34,000 less than the budgeted net revenue. Year to date net revenue of \$109,114 is \$125,000 less than budgeted year to date net revenue. The monthly performance overall is positively comparable in nearly all departments. As a short month February is typically not a great month financially.

Day Program and Resource Coordination were the two areas that were most under budget in the month. Day program under performance of almost \$34,000 vs budget is nearly identical to the underperformance in total for the agency. The majority of the variance in day program is due to revenues being short of budget. The 16 days of program are budgeted and expected, but we continued to see above average absenteeism in day program during the month. Administration, Resource Coordination, Supported Living Services, and Residential all were on budget for the month.

The Vocational program earned net revenues of \$18,807 in the month of February. This net revenue for the month brings Vocational into positive earnings territory for the fiscal year. Our vocational contracts are paid a monthly amount so they are the exception to the rule on performance in a short month. The short month decreased salary expense. Contract materials were also well under budget in February.

There are a couple of line item expenses that contributed to the variance. The Resource Coordination department has begun transitioning staff to a mobile work environment. As part of this change we assigned all Resource Coordinators cell phones. The new cell phones drove additional cost of \$11,000 for supplies and accounted for the \$5,000 budget variance for phones. We will be receiving a \$6,000 credit in March for the additional new services that were added. The NMCS phones for our vans were also moved to the new account. We have cancelled our second account and will actually realize some savings by working with only one vendor.

Statement of Financial Position

As of the end of February cash in bank balance is \$5,951,988. This balance increased \$128,000 from the end of January. Accounts Receivables ended February with a balance of \$3,597,887 which reflects a decrease of \$150,000 during the month. Liabilities were also \$83,000 less than the prior month end.

Capital Update

The Work floor divider capital project was paid for in February in the amount of \$9,343. This amount was equal to budget. All FYR 17-18 budgeted capital projects are completed. The capital projects totaled \$405,050 and exceeded budget by \$28,995 due to cost overages for vans and their modifications.

Executive Committee Report:

The Annual meeting is being held May 17th at the Westminster Rec Center. In the future we are looking at having a short board meeting before the awards.

Executive Directors Report:

State Performance audits, in compliance with Senate Bill 38, will began in February and the auditors came by North Metro on the 20th of March. These audits will be taking a closer look at how case management is handled within agencies. The auditors interviewed Shilo Carson, our RC Director as well as George, Randy, and Jen O'Shea. They were also interested in our opinion on conflict free case management.

Legislative Developments

A bill is being worked on that would allow a pay increase for Direct Support Professionals and Host Home Providers and also address aging caregivers by automatically providing a comprehensive allocation when either the caregiver or individual being served reach a certain age. However, it's not looking very optimistic. Less than half of the money that was requested would have to be spread out over all of the waivers.

A second version of the Host Home Provider bill that came out of the host home fire two years ago has included limited conditional use permits. It also stipulates that an outside source must conduct inspections every two years. This is agreeable for Host Home inspections, but not family caregivers and personal apartments.

The child find function evaluations are currently being done in schools, but they might be moved to CCB's. A bill is being drafted that would move the evaluations to homes and facilities instead of schools.

New Business

A Resolution appointing Paul Sheppard to the North Metro Community Services Human Rights Committee. The North Metro Community Services Human Rights Committee reviews is one member short of the statutory minimum of five members and Paul Sheppard has expressed an interest in serving on the NMCS HRC. Paul worked for NMCS as a Residential Program Manager for nearly 10 years and his

experience in the IDD field, his knowledge of our system and his familiarity with many of the people whom we serve uniquely qualifies him to be a member of the HRC. Bill Hawthorne made a motion to accept the resolution appointing Paul Sheppard to the North Metro Community Services Human Rights Committee. Dr. Taylor seconded the motion and it passed unanimously.

Directors Report

Robert Hunter the Day Program Director came to give the board of directors an update on his department. North Metro's day program is currently serving 275-285 individuals. The main goal of the day program is integration. Every team has at least one volunteer site, and this is a good way to give back to our community. We do work for Lifeline Puppy Rescue and the House Rabbit Society. We also have several groups that volunteer at Arc Thrift Stores. The Brighton group that volunteers at Sister Carmen was named the Volunteer Group of the Year! The groups go to museums and go on tours of different places like dairy farms and even the Channel 4 news room. They hang out down town and go to Coors Field and the Molly Brown House. They get to experience arts and culture. One group got the opportunity to go to the ballet. We had a painting group that was very popular where every individual who participated followed along with an instructor and painted their own canvas. We have a knitting group as well that has become a popular activity as well as a new yoga class. We provide rec center passes, they go to the stock show, and places like Boondocks and the Tattered Covered book store, and pumpkin patching in fall. Brighton day program has an annual science fair as well as a Personal performance show. What is important to note is that all of the many activities that are individuals participate in are chosen by the individuals themselves. At the beginning of each month the groups meet to plan out that month's calendar of activities.

Public Comment

There were no audience members present at the meeting.

Adjournment

Edie Wallace made a motion to adjourn the meeting which was seconded by Mona Valdez and passed unanimously.

*The next Board Meeting will be held April 26th, 2018.