



1001 W. 124th Avenue Westminster, Colorado 80234
Phone: 303-457-1001 Fax: 303-457-2326

NORTH METRO COMMUNITY SERVICES BOARD MINUTES

For

February 25, 2016

Meeting of the Board of Directors

The meeting was called to order by President Dr. Bertagnolli at approximately 6:00 PM

Dr. Edward Bertagnolli said that he would entertain a motion to approve the minutes of the January 28th meeting and the agenda for this evening's meeting. Dr. Bertagnolli noted Pauline Burton, Paul Yantorno, Judy Stevens and Mona Valdez were absent. Dr. Warren Taylor made the motion which was seconded by Wayne McCombs. The motion passed unanimously.

Finance Committee Report

Treasurer, Doug Shepherd, reviewed the financials for January.

In the month of January 2016, we earned net revenue of \$77,312 which is \$78,090 less than the budgeted net revenue for the month. The year to date net loss of \$204,802 is \$275,000 less than what was budgeted year to date. In the month of January, overall revenues were \$79,428 less than what was budgeted while expenses were nearly equal to budget.

The Grants and Vocational areas performed ahead of budget for the month. A contract adjustment of \$38,000 was recorded in the Grants area. This was a catch up entry to reflect the actual earned revenue year to date. This adjustment will provide an additional \$102,000 in revenue this year. The majority of this increase is in the Grants area for Service Coordination. The Vocational department also had a good month in January. We are beginning to see the impact of the reduction in staff as salaries were \$15,000 less than budgeted in the month of January. Contract materials being \$14,000 less than budget contributed to the monthly net revenue. The Data Safe program also had net revenue of over \$3,000 for the month.

The Resource Coordination department and Administration both performed near budget. The TCM (Targeted Case Management) revenues have begun to improve but are still running less than budget. The TCM revenues are expected to continue to improve as the year goes on. The

Supported Living Department continues to stay near budget for the year with January performance being just below budget.

Comprehensive Services department was well below budget for the month of January. Revenue shortfalls in day program of \$40,000 in the month were a large contributor to this deficit. Year to date the revenues in day program are \$250,000 less than budget for the year. The effect of paying employees working in our residential homes double time for the holidays had an impact of \$38,000 and was recorded in January. Building improvement and repair cost of \$16,000 were recorded in Residential as well in January. These costs were for modifications done at Greenbriar and for families and are not reimbursable by Medicaid. Expenses for modifications of this type would not have occurred in previous years. We assist financially in the apartment program as well as in family homes to make them accessible and safe for people in those residential settings. This has allowed more options for people that in years past may have only been able to be served in group homes.

As of January 31, 2016 total cash balance is \$7,490,347 this balance is \$122,000 less than at the end of December. Current liabilities are down about \$100,000. The client funds recorded under other assets increase by \$130,000 based on the timing of social security payments. Accounts receivable show very little variance from the end of December.

Edie Wallace made the motion to accept the finance minutes which was seconded by Dr. Warren Taylor. The motion passed unanimously.

Executive Committee Report

Legislative Update

Senate Bell 38, which would apply the Colorado Open Records Act to CCBs and require performance audits of CCBs is still being considered by the Senate State, Veterans and Military Affairs Committee. Senator Aguilar amended the bill February 19th to remove CORA from the bill. However it still requires performance audits though now those are at the expense of the state. On the House side Representatives Young and Sias are sponsoring House Bill 1127, which would require performance audits. We expect this bill to be amended to require additional “transparency” including contact information for board members.

Extension on Conflict Free Case Management

Lobbying is still being done regarding the separation of Case Management. We are anticipating by the end of June there will be a decision.

Awareness Day

On February 17th the state held a Developmental Disabilities Awareness Day at the Capital to focus on the programs offered by North Metro and other organizations. Warren, Bill, Farhad, Lori and Mona attended and Lori spoke at the event; her speech was very well received. The attendance was good and overall the event went well.

New Business

Audit Sub-Committee

At the January Meeting the board decided to retain an audit firm to review the financial audit that was performed for North Metro by Logan, Thomas and Johnson for FY 2014/15. The Board feels this is necessary since LTS was also the auditor for Rocky Mountain Human Services and several issues have been raised regarding the adequacy of their work at RMHS. Interviews with two audit firms are scheduled for March 4. Between now and March 4 the sub-committee (John Coates, Doug Shepherd, Paul Yantorno and George Montoya) will be deciding where the auditors need to focus to obtain the most comprehensive results.

Day Program Update

Robert Hunter updated the Board on how the day program is doing. Person Centered Thinking training has been taking place in the day program and has been working well. Currently, day program is providing services for 370-380 individuals per month and they want to provide services to more individuals.

Supported employment is doing well but could be doing better. It has been difficult with DVR because the process is slow moving and the opportunities need someone immediately. However, there are several individuals being hired at DIA.

There have been several accidents the past few months involving our transportation fleet. In addition we have had to make some costly maintenance repairs to the vehicles. To try to improve safety and reduce operating costs we have installed tracking devices on 40 of our vehicles. These devices allow us to track things like the speed of vehicles, hard acceleration and braking, and the location of the vehicles. We are hoping that this will allow us to see that the vehicles are driven in a safer manner and that in turn it will cut down on wear and tear, which should help reduce maintenance costs.

Lori brought up the high turnover rate in day program. Robert stated day program is short by 7 staff members. Randy stated through discussions with Alliance the average turnover for CCB's and service agencies was at 41%. As far as pay, North Metro is right at the top for pay for direct service professionals and our benefits are better than most other agencies.

Adjournment

Doug Shepherd moved that the meeting be adjourned, which was seconded by Edie Wallace. The motion passed unanimously, and the board adjourned at approximately 7:15 PM.

Board Meeting Dates for 2016

March 24, 2016

April 28, 2016

May 26, 2016

June 30, 2016