

Board of Directors

January 6, 2010

Meeting Minutes



Present

Becky Bartmess, President
Brenda Blickenstaff, Vice President
Marty Guerra, Secretary
Gary Raso, Treasurer
John Cordova, Sr. Past President
Joel Thompson, Board Member
Leon Harwood, Board Member
Cindy Mihelich, Board Member
Wayne Hunter, Board Member
Maria Reyes, Board Member

Mike Atlas-Acuña, Executive Director
Jeff Dunn, Children's & Family Services
Jan Matzen, Case Management
Sandra Montee, Quality Improvement & Compliance
Terri Martinez, Bluesky Adult Support Services
Pat Morales, Human Resources
Pat Gradisar for Karen Caldwell
Donna Rael for Caroline Rosales
Mariah Schofield, AA

Absent

Julia Vean, Board Member
Beth Thatcher, Board Member
Karen Caldwell, Chief Finance Officer
Caroline Rosales, Residential Services
Norman Richards, Managed Information Systems

Meeting called to order by President Becky Bartmess. Quorum established.

Proxy Voters

- Jan Williams gave her proxy vote to Becky Bartmess
- Wayne Hunter gave his proxy vote to Joel Thompson
- Leon Harwood gave his proxy vote to Joel Thompson

Action Items

- **Approval of Minutes from the December 2, 2009 board meeting.**

Financials

- The CBE Financial Report for November 2009 was presented by Karen Caldwell.
 - ❖ **Approval of the November 2009 CBE Financial Report**
 - ❖ **Approval of the November 2009 Executive Director Expense Report**

Executive Directors Report

TCM Update

- Mike noted that the TCM billing continues to get better and better. The case management department is the best it has ever been. Mike commended Jan for her hard work and Jeff for putting his plan together. The EO case loads are a little different in the fact that they have ½ Medicaid billable and ½ non Medicaid billable, while the adult case loads are 100% Medicaid.

JBC Update

- Mike noted that the JBC briefing is where the Department of Human Services presents the upcoming budget to the JBC. This briefing was very un-eventful. We all knew that the budget was going to be cut we were just waiting on final confirmations of how much. Another 2% cut will be coming down the pipeline and we are just waiting on the official date. The JBC hearing is where HCPF and DDD have to answer questions that the JBC had regarding the changes that are being made. There was a lot of rehashing of information for the new JBC members. Mike also noted that there are more legislative members sitting in on all the meetings. This is a change from previous years and we are all wondering what this change means. Alliance has always focused on the JBC members and now we need to broaden the focus to include these legislative members. There is supposed to be a level 7 cut in March but we have heard nothing to the effect of if and when that will even take place. We are all hoping that this will be able to get pushed through and we can keep that money.

3 Year Plan

- Mike noted that he is working on finishing the adjustment to the 3 year plan. He will be presenting all the changes to the managers on January 25, 2009 to see what else needs to be updated or changed. Once that has been completed we will hold an employee forum to go over this plan with the staff. Once we have a final copy ready we will be presenting this to the board. Mike noted that he has added more specific goals with objectives and strategies on how they will be fulfilled.

Community Connections

- Mike noted that we have a great relationship with the Pueblo Regional Center, and Spanish Peaks. We have been working diligently with all of them to move a consumer out of Spanish Peaks then moving to the regional center then out to the community. We did get confirmation that is something does not work out that we can place him back into Spanish Peaks. This is a huge accomplishment to have such a great working relationship with all these facilities.

Alliance Conference

- Mike let us know that they are thinking that Pueblo will be the host for the next annual Alliance conference. They are looking at June and Mike has been helping in contacting the hotels to set up the event.

NIWS

- This committee has run its course and accomplished what it set out to do. The committee put a plan in place to transition the sheltered workshops into other avenues. Pueblo has 116 people that will need to be transitioned by 2012. Mike is currently putting together a training plan to help assist with this transition. We will be training both the case managers and the service agencies. Mike noted that by being on this committee we will be ahead of the curve and we will be able to make a smooth transition.

Case Management

- Jan reviewed the attached case management status report and waiting list.
- She also pointed out that we received a Thank you letter from a parent about their son moving day programs. Please see attached.

CBE Residential

- Caroline gave the following stats:
 - 42 Individuals are being served
 - 9 in a PCA Setting
 - 5 in a GRSS Setting
 - 28 in Host home settings
- Residential currently has 28 employees. This is two more than the last update due to filling two essential direct care positions.
- There were two Critical Incident Reports this month.
- Billing went through this month with no problems. Caroline noted that this was a first to have no problems and that things have finally settled into place.
- All consumers and staff had great holidays and things are now getting back to normal.

Infant/Toddler Center

- Jeff reviewed the EI status report and waiting list report. Please see attached.
- Jeff noted that he was notified at the end of December that any agency that has providers or contracts with providers has to be a licensed home health care provider. Jeff also stated that he is trying to get Rachel into the system to track eligibility in real time to be able to help with the TCM billing problems.
- Jeff noted that Jan Williams worked really hard to get him the \$2500 Kaiser Permanente Grant and they are very grateful to be able to get that money.
- The PCC COTA program sponsored the Infant/Toddler Center for a \$500 Kohl's grant.
- Joann Madrid has donated a total of \$7000 to the Infant/Toddler Center program.
- CARE, PRC and Knights of Columbus have also sent in sizeable donations.
- Jeff noted that they were able to secure a Christmas gift for each child in EI and in Part C. Joe Rosales from the San Carols Correctional Facility was able to assist in a big way by securing all these presents.
- The question was asked to Jeff about what they use all these donations for. Jeff gave a brief update on how this money is spent. Families who have a child with a disability often have equipment that is not covered by Medicaid; have extensive medical travel to see specialists or to visit babies in the NICU. These funds can be used from birth until the child ages out of the program.
- Jeff reviewed the Public Reporting – EI Program Performance Profile. Please see attached.

Foundations/Grants

- The Foundations/Grants committee met today and reviewed the financials for both Baltimore Court and Baltimore Place.
- There was a discussion on the grants process and on ways that we need to make improvements in it.

Compliance

- The Compliance committee met today and reviewed the Compliance Report from 2009. Please see attached.

Employee Appreciation Committee

- Marty gave a brief update on all the happenings of the committee:
 - 20 Employees received a \$100 gift card for Christmas from the Holiday Hope Drive.
 - We decided that we will be moving the bake sale around to other facilities next year.
 - We are going to try a few new fundraiser ideas like penny jars, DVD sales, gingerbread house contest, ect.
 - We also decided that we will start all of our fundraising earlier this year so that we can be more prepared for the hope drive.
 - We were able to get Jim Murray to do some calendars for the sale. Mariah and Stacy went from building to building making those sales.
 - We will be submitting an article to the employee newsletter to thank all the people who helped by working and by donating.
 - We are going to start doing more fundraising throughout the year to help fund employee events.
 - Our next Employee Appreciation Committee meeting will be on January 12, 2009.

DD Day at the Capital

- Mike noted that DD Day at the Capital will be held on February 17, 2010. This is a very fun event and if anyone would like to attend please let us know. We do take up the vans and spend the day.

Public Issues

- None

Motion to Adjourn
