

Board of Directors

May 5, 2010

Meeting Minutes



Present

Becky Bartmess, President
Brenda Blickenstaff, Vice President
Marty Guerra, Secretary
Gary Raso, Treasurer
Joel Thompson, Board Member
Julia Vean, Board Member
Jan Williams, Board Member
Maria Reyes, Board Member
Cathy McConnell, Board Member
Cindy Mihelich, Board Member
Beth Thatcher, Board Member

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

Absent

John Cordova, Sr. Past President
Wayne Hunter, Board Member
Leon Harwood, Board Member
Caroline Rosales, Residential Services
Norman Richards, Managed Information Systems

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

Proxy Voters

- Wayne Hunter gave his proxy vote to Joel Thompson

Action Items

- **Approval of Minutes from the May 5, 2010 board meeting.**

Financials

- The CBE Financial Report for April 2010 was presented by Karen Caldwell.
 - ❖ **Approval of the April 2010 CBE Financial Report**
 - ❖ **Approval of the April 2010 Executive Director Expense Report**
- Karen noted that have purchased two new vans for the program area. One is a 2009 GMC 16 Passenger for \$35,400 with 0% interest. The second is a 2010 GMC 16 Passenger for \$36,527 with 4.9% interest. These will replace two old vans. We still need to replace two maintenance vehicles and one van at Starlite.

Executive Directors Report

Home Health Care Agencies

- Mike noted that we are coordinating a luncheon for all the HHCA's that we use to be able to make sure that we are not duplicating any services. After attending a case manager directors meeting Jan found out that we need to coordinate with these agencies and get there 885's/Plan of care from them or the families to ensure that we are not providing a service that they are already receiving. We have found on a few occasions where the needs are all being met through the HHCA and that they do not qualify for SLS waiver services. In meeting with the agencies we are hoping to have a better relationship and be able to communicate more openly.

July Board Meeting

- Since this is the installation of the board we have a few special things planned. We are going to give out four awards to people in the community and we have some other special things planned!

Incentive Pay

- Mike noted that the incentive payout was wonderful; we saw screams of delight, happy dances and tears! Becky and Brenda were both able to attend and see the excitement first hand. There are already Thank you cards in the board books.

Conflict of Interest

- Becky and Brenda both prepared testimonies to present at the public forum. They both noted that they were surprised about some of the comments that other people from Pueblo had made. Becky noted that she and Brenda were the only positive comments that came from Pueblo. We had a few very unhappy parents that used this opportunity to air their concerns with other areas and not about the separation of case management. Brenda and Becky both felt that they used this time as a bash CBE day. Fortunately all the other areas had good representation and positive comments. The overall outcome really was that people are happy with how the system is now and want the state to find a way to mitigate any conflict of interest instead of taking the current system apart.
- Jeff and Jan noted that the parents that spoke and were unhappy with the case management at CBE have recently been denied SLS waiver services because they are receiving all that they need through the HHCA and that if we served them it would be considered a duplication of services. Once families began getting paid as CNA's it caused a domino effect of services through themselves and HHCA's. We are hoping to curb this problem and upset for future families buy doing more education to the families on how and why they use this system. Mike has already sent

out a letter to CES families explaining this and we are contacting the state as much as possible to include them on every step of this process.

Resolution

- Mike noted that at the DD Day at the Capital they read the resolution in and it included some of the points from our mission. This is an exciting thing to have our mission in the resolution.

Rosales Benefit

- Karen noted that this was a very successful event! We were able to raise \$7000 and we are still receiving donations on a daily basis. Karen wanted to take a moment to thank all the board members who helped out for this event! We had such a great team that day that everything flowed very nicely. We even had a wonderful comment from the church ladies, they state that they have never seen a group work this well together and be so happy. We are welcome back anytime! THANKS!!!!

Alliance

- Mike will be installed s president of the Alliance board during the Alliance summit. Several managers will be attending that event. Alliance summit is June 16-18, 2010.

Board Reports

- Becky wanted to let everyone know that she was thankful for all the hard work in putting all the reports for the board books together.

BASS

- Terri reviewed the attached BASS Board Report.
- Terri noted that the employee out on FMLA was out for knee surgery then at an appointment fell and broke her arm in 4 places. She will be out an additional 3-6 months. This employee was the employment consultant and they will need to temporarily fill this position.

Case Management

- Jan noted that we had one case manager resign. Sophia Halvorson will be going back to school to get her masters in Art Therapy and will start doing art therapy at one of the service agencies.
- The COMP slots are still being watched very closely and it is hard to get an emergency placement approved. Jan noted that they have 5 emergency placement requests at the Division waiting for approval. She just received word that she can place two and then we will still have three to wait for. Jan has been able to get 8 emergency placement resources in the last year. The question was asked how long it takes to get an answer and place them. Jan noted that once you write the letter and submit it to the division it is on their time table and once they placement has been approved we move as quickly as possible to place them. They do have to meet certain criteria to even be considered an emergency.
- Jan then reviewed the case management status report. Please see attached.

CBE Residential

- Donna reviewed the CBE Residential Board Report. Please see attached.

Infant/Toddler Center

- Jeff reviewed the Infant/Toddler Center status report. Please see attached.

- Jeff has been working to make the needed adjustments to be prepared for the 4.5% cut to the FSSP program. He will meet with Mike and Jan to make sure that we are doing all cuts correctly and in a fair manner.
- Jeff reviewed the attached email and attachment regarding the new law on insurance providing coverage for children with autism. He noted that this should cover many things and that it might help the CWA waiting list. A lot of the changes will depend on the IFSP and the medical diagnosis instead of the educational diagnosis.

Turn Over Report

- Karen reviewed the attached turn over report.

Foundations/Grants Committee

- Next Meeting: September 8, 2010

Compliance Committee

- Next Meeting: September 8, 2010

Employee Appreciation Committee

- Marty gave an update on all the happenings of this committee.
- We have recently reviewed our cash log.
- We will be delivering the goodies for employee anniversaries.
- At the last meeting Theresa gave an update on the CBE bucks: We have received 89 bucks and have reviewed Mike's thoughts on the first employee dinner.
- We are getting all the plans made for the Birthday Bash on June 24, 2010. We are having a cake decorating contest, a hat contest, a gift swap, and ice cream.
- Next Meeting: June 8, 2010

Elections

- Becky noted that we need a nomination for the executive committee. Brenda nominated Beth Thatcher.

Action Items

- **Motion to nominate of Beth Thatcher to move onto the Executive Committee.**
- **Motion to move all executive Committee officers to the next position.**

Note from Becky

- Becky took a moment to say "Thank You" to the board members. She noted how much she appreciated the help and support during this last year and is looking forward to the next presidency.

Public Issues

- None

Motions Presented to the Board of Directors

Motion to Approve Minutes of the May 5, 2010 Board Meeting	
Action by:	Jan Williams
Seconded by:	Joel Thompson
Passed:	Unanimously Approved

Motion to Approve the April 2010 Financials as presented by Karen Caldwell	
Action by:	Gary Raso
Seconded by:	Marty Guerra
Passed:	Unanimously Approved

Motion to Approve the Executive Directors Expense Report as Presented by Karen Caldwell	
Action by:	Joel Thompson
Seconded by:	Gary Raso
Passed:	Unanimously Approved

Motion to nominate Beth Thatcher as the Treasurer of the Executive Committee	
Action by:	Brenda Blickenstaff
Seconded by:	Gary Raso
Passed:	Unanimously Approved

Motion to move the existing Executive Committee members into the next position.	
Action by:	Cindy Mihelich
Seconded by:	Joel Thompson
Passed:	Unanimously Approved

Motion to adjourn meeting	
Action by:	Joel Thompson
Seconded by:	Brenda Blickenstaff
Passed:	Unanimously Approved

Submitted by: _____ Date: _____
 Mariah L. Schofield, AA
 Recording Secretary

Reviewed by: _____ Date: _____
 Mike Atlas-Acuña, ED
 Colorado Bluesky Enterprises, Inc.

Reviewed by: _____ Date: _____
 Marty Guerra, Secretary
 CBE Board of Directors