



Executive Committee

December 2, 2009

Meeting Minutes

Present	Becky Bartmess, President Brenda Blickenstaff, Vice President Marty Guerra, Secretary Gary Raso, Treasurer John Cordova, Sr., Past President Mike Atlas-Acuña, Executive Director Mariah Schofield, AA
---------	---

Absent	Karen Caldwell, Chief Finance Officer
--------	---------------------------------------

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

Action Items

- **Approval of Minutes from the November 4, 2009 Executive Committee Meeting**

Dennis Flores Presentation

- Dennis started by introducing himself to the board. Dennis is with HUB international who handles all or our insurance needs.
- Dennis noted that any sort of claim can set into motion a cascade of liabilities. He noted that with a sexual harassment claim it could kick workers comp into play, general liability, employment practices liability, or station coverage.
- We do have a million dollar limited liability and then an open ended amount of coverage for legal fees.
- Our insurance does cover all board members, all staff, volunteers, and all committee members. The coverage can be used individually or collectively.
- We also have Mal Practice coverage since we do offer therapies and our employee's provide the service. We need to carry that coverage just like a hospital or a doctor would to cover any claims against us in that matter.
- Once a situation has been brought to our attention we have a responsibility to notify our insurance carriers that there is a possibility that a claim may come through. This just lets them know at the earliest stage of the claim as possible.
- Dennis answered the question of whether or not our board members took an active enough approach to dealing with the most recent claim. He did think that we are

making all the right changes and dealing with this as appropriately as possible. He did note that we went out of our way to make sure that we are doing everything that we can to prevent any problems now and in the future. He also said that the sexual harassment training that we did was a great preventative measure.

- Becky noted that the board has passed a resolution to have a strong no harassment policy. These changes and additions to the policy are already in effect. We are requiring that all managers and supervisors be in two's when dealing with any problems to help eliminate the he said she said information. We are making all necessary changes to ensure that we have no loop holes to make us vulnerable in this area.
- Dennis also noted that we need to be aware of sexual abuse and molestation to our clients. We need to be covered and prepared if we hire a "bad apple".
- Dennis informed us that we have the ability to use legal assistance offered through our insurance carrier of Philadelphia. They offer on-going online sexual harassment classes and on-going teleconference calls on sexual harassment all free to their clients.
- Dennis wrapped up his presentation by letting us know that he does specialize in covering non-profit agencies and that we are as covered as we can be. All of our policies are as expansive as they can get. He also noted that he would be more than happy to give a power point presentation to the full board so that as a whole we are all up to date in all the insurance information.

Motion to Adjourn

Motions Presented to the **Executive Committee**

Motion to approve minutes from the November 4, 2009 Executive Committee Meeting	
Action by:	Gary Raso
Seconded by:	John Cordova
Passed:	Unanimously Approved

Motion to adjourn meeting	
Action by:	Brenda Blickenstaff
Seconded by:	Marty Guerra
Passed:	Unanimously Approved

Submitted by: _____ Date: _____
 Mariah 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