



**Board of Directors Meeting Minutes  
January 18, 2017**

**Present:** Roger Schmitz, Board Chair/Treasurer  
Jeanette Cordova  
Bill Ojile  
Olga Feldman  
Joseph Derdzinski  
Lloyd Lewis  
Nisa'a Ameen-Abdullah

**Absent:** Amy Ross, Secretary  
Mark McIntosh  
Jose Torres-Vega  
Marlon Anderson  
Mark Ferrandino  
Christine Ruggeri

**Staff** Shari Repinski, Exec. Director  
John Wetherington, CFO  
Annie Davies  
Bridget Forgy  
Ann Gifford  
Jodi Dooling-Litfin  
Jodi Merrill-Brandt  
Joelle Ashley  
Kris Kogan  
Gwen Lawton  
Deanna Soulis  
Becky Miller

**Guests:** Richard Westfall, Hale-Westfall LLP

The meeting of the Board of Directors of Rocky Mountain Human Services (RMHS) was called to order at 6:40 p.m. by Mr. Roger Schmitz, Board Chair, at Rocky Mountain Human Services, 9900 East Iliff Avenue, Denver, CO.

**PUBLIC COMMENT**

The Board received public comment on the HCBS settings rule and City Council meeting.

**CONSENT AGENDA**

Roger Schmitz

- Approval of January Agenda
- Approval of November 16, 2016 Board Minutes

**Motion:** Mr. Joseph Derdzinski moved to approve the January Consent Agenda and the November 2016 Board Meeting Minutes. It was seconded by Mr. Roger Schmitz and was approved by unanimous voice vote. Motion passed.

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## **OFFICER ELECTIONS**

Roger Schmitz

Mr. Roger Schmitz informed the Board of the recommendations for officer seats and a slate for elections was distributed by Mr. Richard Westfall. Mr. Richard Westfall collected and tallied the election results. Results were presented to the Board.

## **PRESIDENT'S REPORT**

Roger Schmitz

Mr. Roger Schmitz informed the Board that Ms. Shari Repinski had an update on the Safety Committee. Ms. Shari Repinski presented a document outlining considerations for formation of the committee. Mr. Lloyd Lewis will chair the committee and work with Ms. Shari Repinski to develop a charter. The committee will not be open to the public due to sensitive information involved. Mr. Lloyd Lewis nominated Ms. Olga Feldman and Mr. Mark McIntosh to be members of the committee.

**Motion:** Mr. Bill Ojile moved to approve the Safety Committee. It was seconded by Ms. Nisa'a Ameen-Abdullah and was approved by unanimous voice vote. Motion passed.

## **NOMINATING COMMITTEE REPORT**

Lloyd Lewis, Mark McIntosh & Amy Ross

The Nominating Committee recommended three candidates for the Community Advisory Council to the full Board of Directors for a vote.

**Motion:** Mr. Joseph Derdzinski moved to approve the new Community Advisory Council members, Crystal Porter, Sheila Vale, and Nicole Winowiecki. It was seconded by Mr. Bill Ojile and was approved by unanimous voice vote. Motion passed.

## **EXECUTIVE DIRECTOR'S REPORT**

Shari Repinski

Ms. Shari Repinski provided the Board with organizational updates. Ms. Shari Repinski discussed the need to create a Chief Program Officer position in order to focus on program structures and efficiencies. The CPO position will be filled in mid-February by Mr. Ford Allison. Mr. Ford Allison has experience in both the healthcare and human services fields and is currently consulting for RMHS. Ms. Shari Repinski also informed the Board that Ms. Gwen Lawton, Director of Human Resources and Interim Director of Information Technology, will be retiring in May. Ms. Deanna Soulis, Program Manager of Human Resources, will replace Ms. Gwen Lawton.

Ms. Shari Repinski provided an update to the Board on Alliance activities, including her work with The Alliance to review bills introduced with the new legislative session, research related to the difficulty of locating providers due to rates, and transparency of CCB's.

Ms. Shari Repinski informed the Board of updates related to the Joint Budget Committee. Ms. Shari Repinski noted that the JBC is focused on provider capacity and conflict free case

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management. There have been no rate increases for providers as of yet and RMHS will continue to monitor the discussion on conflict free case management.

Ms. Shari Repinski discussed the recent updates to the mill levy. Ballot language was modified to allow the option for mill levy dollars to be routed to other agencies than RMHS. RMHS will continue to engage in conversation with DHS and the City Council to provide updates on mill levy spending and planning for new programs. Mr. John Wetherington explained that RMHS has reduced its costs, resulting in more available mill levy funds to spend. Ms. Shari Repinski reviewed several new programs already in motion or in the planning stages for mill levy spending, including a client assistance program, mattress program, recreational pass program, wait list program for individuals on the comprehensive waiver services wait list, behavioral services program, supported employment program, and homelessness program. RMHS plans to partner with community partners to develop and run some programs as well as continuing to obtain stakeholder feedback to ensure funding and program development focuses in the areas of most need. Ms. Shari Repinski informed the Board that RMHS has a plan to continue to decrease costs, freeing up additional monies to be invested in new programs, while also mitigating risk with new program development while a new contract is being negotiated.

#### **FINANCE COMMITTEE REPORT**

Roger Schmitz & John Wetherington

Mr. John Wetherington presented financial statements for the month ending November 30, 2016.

**Motion:** Mr. Lloyd Lewis moved to approve the financial statements through November 30, 2016. It was seconded by Mr. Bill Ojile and was approved by unanimous voice vote. Motion passed.

Mr. John Wetherington shared the draft 2017 Planning Calendar with the Board.

Mr. John Wetherington informed the Board that RMHS' 990 will be filed soon and uploaded to the RMHS website with a cover letter detailing how to read the 990 and what can be found in the document.

Mr. John Wetherington informed the Board that with Ms. Gwen Lawton retiring in May, RMHS will need an additional staff with check signing authority as two signers are required for checks of a certain amount. Mr. John Wetherington requested that Ms. Deanna Soulis be approved by the Board to become authorized as a check signer.

**Motion:** Ms. Jeanette Cordova moved to approve Ms. Deanna Soulis as check signer. It was seconded by Mr. Lloyd Lewis and was approved by unanimous voice vote. Motion passed.

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## COMPLIANCE UPDATE

Mr. John Wetherington informed the Board that the Compliance Committee has been meeting monthly and reviews reported HIPAA violations at each meeting, including actions taken for any potential HIPAA breaches. The Board recommended regular communication to providers regarding HIPAA breaches, how to protect themselves, and how to report information to RMHS.

Mr. John Wetherington provided an update on the conflict of interest document for Board members to sign. Mr. Richard Westfall is currently reviewing a draft and once updated, it will be sent to Board members.

Mr. John Wetherington informed the Board that RMHS is working on a draft code of conduct that will be shared with the Board when ready.

## ADJOURNMENT

**Motion:** Mr. Lloyd Lewis moved to adjourn the Board of Directors meeting at 8:32 p.m. It was seconded by Ms. Jeanette Cordova. It was approved unanimously.

*Submitted by:*

  
Bridget Forgy  
3/15/17  
date

  
Amy Ross, Board Secretary/Chair  
3/16/2017  
date