



Board of Directors Meeting Minutes July 17, 2019

Present: Mark Ferrandino, Board Chair
Bill Ojile, Treasurer, Acting Secretary
Holly Reef
Jose Torres-Vega
Olga Feldman
Michael Wroe
Mara Kailin

Absent: Amy Ross
Cassie Sudbeck
Christine Ruggeri
Joseph Derdzinski

Staff Shari Repinski, Executive Director
John Wetherington, CFO
Shelly Roberson
Jenn Beck
Jenny Smith
Ann Gifford
Jodi Litfin
Kris Kogan
Joelle Ashley
Ann Gifford

Guest: Dan Montgomery, Agile Strategies

Mr. Mark Ferrandino, Board Chair, called the meeting of the Board of Directors of Rocky Mountain Human Services (RMHS) to order at approximately 6:35 p.m. at Rocky Mountain Human Services, 9900 East Iliff Avenue, Denver, CO.

CONSENT AGENDA

- Approval of July 17, 2019 Agenda
- Approval of May 15, 2019 Board Minutes

Motion: Mr. Jose Torres-Vega moved to approve the July Consent Agenda and the May 15, 2019 Board Minutes. Ms. Mara Kailin seconded the motion and it was approved by unanimous voice vote.

MISSION REPORT

Dr. Jodi Litfin, Director of Developmental and Behavioral Health at RMHS, along with her associates, Briana Rigau, OTD, and Lindsay Kuznicki, BA, presented a brief report on Research Engagement at Rocky Mountain Human Services, the full presentation of which can be found posted on the website. The pursuit of academic research engagement and literacy at RMHS is critical to enhancing evidence-based practice, staff development, and operational processes in the Early Intervention program, improving quality in service and access in the delivery of family-centered care.

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PUBLIC COMMENT

No public comment was given.

PRESIDENT'S REPORT

Nominating Committee Report

Ms. Shari Repinski announced the resignation of Lloyd Lewis from the Board of Directors, leaving vacant the officer position of Vice President/Vice Chair. Mr. Lewis' departure also leaves a vacancy on the nominating committee. Mr. Mark Ferrandino requested that Board members consider whether they would be willing to step into either position. Mr. Bill Ojile, on behalf of the Board of Directors, thanked Lloyd Lewis for his service on the Board and stated that he will be missed. The Board unanimously agreed.

Ms. Repinski presented two individuals as candidates for the RMHS Mill Levy Community Advisory Council (CAC): (1) Rachel Schiff, recommended by Kris Kogan, as a teacher and advocate of the early childhood perspective, and employee of Clayton Early Learning; and (2) Dawn Howard, recommended by Jose Torres-Vega, as an advocate in the I/DD Community, and employee working for the Colorado Cross-Disability Coalition.

Motion: Mr. Bill Ojile moved to approve both candidates for the Community Advisory Council (CAC). Mr. Jose Torres-Vega seconded the motion and the motion was approved by unanimous voice vote.

EXECUTIVE DIRECTOR'S REPORT

Strategic Planning Update

Ms. Repinski reported that consultant, Dan Montgomery, has worked through a preliminary strategic plan with the RMHS Leadership Team and will be meeting in the next 30 days with the Strategic Committee for the RMHS Board of Directors to formulate recommendations for the Board's final approval. Work continues to progress in the development of a new mission statement.

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Conflict-Free Case Management Update

Ms. Shari Repinski provided the Board with a status update on Conflict-Free Case Management (CFCM), noting that the State recently passed rules and established the authority for the development of new case management agencies in the regulation of CFCM. As an organization, RMHS has made continuous efforts toward CFCM and reports that 11% of clients being served by HCBS waivers are currently conflicted as they receive case management and direct services from RMHS. The State is looking at changes affecting rural CCBs and several key processes remain unresolved by HCPF in the future administration of CFCM.

City Audit Report

Ms. Shari Repinski reported that the final City Audit report is expected to be released on August 15. RMHS has received a draft of the confidential report findings and are now working closely with the draft to understand the findings and formulate responses for an upcoming audit review meeting. Board members recommended reconvening the executive session at the conclusion of the Board Meeting, to further discuss the confidential report findings which at this time are restricted from discussion in a public forum.

Upcoming RMHS Activities

The Board was provided a flyer noting upcoming staff and client events sponsored by RMHS, as well as community events where RMHS will be represented.

FINANCE COMMITTEE REPORT

Mr. Bill Ojile reported that the Finance Committee met last week for an outstanding presentation of the Budget for FY2020 and commended Mr. John Wetherington and his staff for their hard work. Mr. Ojile also noted that RMHS will be executing a letter retaining the firm of Kundinger, Corder & Engle, P.C. to perform the yearly financial audit.

Year-to-Date Financials

Mr. John Wetherington presented the year-to-date financials ending May 31, 2019, copies of which are available on the RMHS website for review. Mr. Wetherington reported improved variances of 3% under in revenue and 4.3% in expenses. With additional year-end processing, those figures are predicted to be within 1% of budget.

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Mr. Wetherington also noted that the significant underspending in staffing expense and overspending in client services (EI Direct Services) were due to changes in EI Colorado staffing decisions regarding independent contractors. It was noted that the consolidated balance sheet reflects the recent move of the debt and the building to the RMHS Foundation.

Motion: Mr. Jose Torres-Vega made a motion to accept the Year-to-Date Financials ending May 31, 2019. Ms. Mara Kailin seconded the motion and the motion was approved by unanimous voice vote.

FY2020 Annual Budget

A copy of the detailed budget for FY2020 and presentation are available on the RMHS website for review. Mr. John Wetherington reviewed significant accomplishments, including:

- Improved financial performance with reduced debt and overhead costs, and the modest growth in surplus for the last four years
- Adjustment to \$2M funding reduction in Mill Levy, along with implementation of new RFP process
- Successful launch of Momentum and Transition Specialist Program supporting statewide presence of RMHS
- Increased community outreach and engagement with stakeholders
- Continued work toward Conflict-Free Case Management with closing of the behavioral health clinic and phase out of LEPN contractors in waiver programs
- Increased contract and regulatory compliance through updated technologies in client records, billing, and security systems.

Major changes to FY20 Budget as compared to FY19 include:

- \$2.1M increase in revenue to \$48M
- \$2.9M decrease in expenses to \$47.5M
- Revenue reductions
 - Mill Levy contractual reduction from \$14.7M to \$14.1M
 - Discontinuation of LEPN Services
 - Funding reductions from transportation and third-party billing
- Revenue Increases
 - Programs:
 - Momentum - \$1M, TSP - \$3M, HAV - \$1M
 - Technology Advances
 - Improved case management tools and cloud-based servers

- Staffing increases from 276 to 301 positions including:
 - Momentum-6; EI-9; TSP-7; HAV-3
- 2020 will be a consolidation year. Major Initiatives include:
 - Transition program development (Momentum, TSP)
 - Enhanced data management, QA, and cloud-based technologies
 - CARF Accreditation; Continuous quality improvement
 - Investment in staff training and retention and growth of remote capacity
 - Increased residential host homes, service opportunities and waitlist management for I/DD clients
 - Continued preparation for regulatory changes in EI, FSSP, State SLS and CFCM
- Major Risks to Success
 - EI Colorado contract has not been executed to date
 - Renegotiation of DHS budget terms for Mill Levy contract for Calendar Year 2020

Motion: Mr. Bill Ojile made a motion on behalf of the Finance Committee for the Board to accept the Proposed Budget for FY2020. Ms. Mara Kailin seconded the motion and the motion was approved by unanimous voice vote.

OTHER BUSINESS

Election of Vice-Chair

As a follow-up to the previous discussion noted under the Nominating Committee Report, regarding the Vice-Chair vacancy, Mr. Mark Ferrandino inquired of Board Members of the interest in filling that vacancy. Mr. Jose Torres-Vega expressed an interest in the position.

Motion: With a quorum present, Ms. Mara Kailin made a motion to elect Mr. Jose Torres-Vega to fill the vacancy of Vice-President/Vice-Chair for the unexpired portion of the term remaining by the resignation of the previous Vice-Chair, whose original one-year term was designated as April 1, 2019 – March 31, 2020. Ms. Holly Reef seconded the motion and the motion was approved by unanimous voice vote.

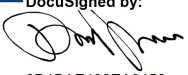
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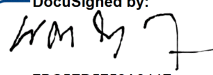
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ADJOURNMENT

At 7:50 p.m., at the conclusion of the regular agenda, Mr. Mark Ferrandino made a motion to reconvene the Board into Executive Session for a confidential discussion on the City Audit Report. The meeting was adjourned at approximately 8:15 p.m.

Submitted by:

DocuSigned by:

10/14/2019
Date
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Dana Johnson
Executive Assistant
(On behalf of Shelly Roberson)

DocuSigned by:

10/14/2019
Date
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Bill Ojile
Secretary