



**Board of Directors Meeting Minutes
March 15, 2016**

Present: Roger Schmitz, Chair
Will Fay, Secretary (Via Phone)
Amy Ross

Absent: Sean Gallagher, Vice-Chair
Marlon Anderson
Elizabeth Herr

Staff:

Shari Repinski, Interim CEO	Marva Hicks
Keelee Burch	Kris Kogan
Bridget Burnett	Gwen Lawton
Nina Cruchon	Becky Miller
Annie Davies	Jodi Merrill-Brandt
Jodi Dooling-Litfin	John Wetherington
Ann Gifford	Brenda Whitlow

Guests: Richard Westfall, Hale Westfall LLC
Rob Hernandez

There were two clients in attendance.

The meeting of the Board of Directors of Rocky Mountain Human Services (RMHS) was called to order at 9:05 a.m. by Mr. Roger Schmitz, Board Chair, at Rocky Mountain Human Services, 9900 East Iliff Avenue, Denver, CO. A quorum was present.

Consent Agenda

Roger Schmitz

- Approval of March 15, 2016 Agenda
- Adoption of January 12, 2016 Board Minutes

Proposed Board resolution: The Board accepts the items on the Consent Agenda

MOTION: Ms. Amy Ross moved to approve the March Consent Agenda and the January 2016 Board Meeting Minutes. It was seconded by Mr. Will Fay and was approved by unanimous voice vote. Motion passed.

Board Membership

Roger Schmitz

- Nominating Committee Report

We have a number of potential candidates for the Board. We're currently making preliminary contacts with them and are meeting with several candidates next week.

Interim Executive Director's Report

Shari Repinski

Strategic Priorities

The Strategic Priorities and Mill Levy hand-outs that were distributed today show our progress thus far. Our four levels of excellence are:

1. Improving operational excellent in all that we do
2. Fiscal health and accountability
3. Our Staff
4. Our Stakeholders and communication with the public

Compliance

RMHS has enlisted the expertise of Ms. Dianne Clarke, to provide review and counsel on HIPAA compliance. Ms. Keelee Burtch is leading internal staff actions in this area. RMHS recently hired a credential specialist who will focus on billing, providers and record keeping. A draft compliance plan will be brought to the Board for approval.

Reporting

Denver Mill Levy & Denver City Council

RMHS received the executed addendum for Jan- March, 2016.

RMHS presented to the City Council Health & Safety Committee. We have made all of the corrections detailed in the City audit findings, with the exception of the provision to provide services exclusively to Denver residents. This is a complex issue given mobility of providers and the high cost of Denver County housing. The Department and RMHS will continue to work towards a solution to this issue with the goal of mitigating negative impact for those who rely on RMHS services. RMHS will present to City Council on March 29th at 1:30 p.m. The meeting is open to the public and will be televised.

The RMHS Mill Levy Advisory Committee is seeking new members. Those who are interested are welcome to apply on the RMHS website.

Legislative Update

RMHS is committed to transparency and will support efforts in the legislature that do not put undue burden on the organization to advance this goal. RMHS has not opposed any efforts of the legislature to increase transparency during this session.

Former State Representative Rob Hernandez updated RMHS on happenings at the Capitol.

Operation TBI Freedom

The Operation TBI Freedom (OTF) is scheduled to be transferred to another nonprofit organization with brain injury expertise on April 4, 2016. The primary donor is supportive of this change and current OTF clients would continue to receive services while OTF staff would continue to be employed with the new organization once the transfer is official if the terms of this MOU are accepted.

Proposed Board Resolution: The Board authorizes Ms. Shari Repinski to enter into an MOU Agreement to transfer from Rocky Mountain Human Services to Craig Hospital assets associated with the Operation TBI Freedom Program and to do all things necessary and appropriate to effectuate the transfer.

MOTION: Ms. Amy Ross moved to authorize Ms. Repinski to execute the MOU agreement and to take care of any of the technical business for transferring the Operation TBI Freedom. It was seconded by Mr. Will Fay and was approved by unanimous voice vote. Motion passed.

Program Highlight – BABIES

Bridget Burnett

Ms. Burnett, Clinical Director of the Child and Family Department oversees the Clinical Services Team who provides services for children aged birth to three years. She provided an overview of a program enhancement within her department. BABIES work with children from six months – three years of age and the team has developed a useful assessment tool that provides cross-disciplinary services.

Finance Update

CFO, John Wetherington

Mr. John Wetherington presented the financial results for the period ending January, 2016.

YTD revenues are slightly less than projected, by about 4%, after seven months, but expenses are 7% below budget which allows for a modest surplus.

Proposed Board resolution: The Board accepts the financial statements through January 2016.

MOTION: Ms. Amy Ross moved to approve the financial statements through January 2016. It was seconded by Mr. Will Fay and was approved by unanimous voice vote. Motion passed.

Proposed Board resolution: The Board approves the designation of 2% of Medicaid receipts to be allocated as a Board Designated Fund.

MOTION: Mr. Roger Schmitz moved to approve the designation of 2% of Medicaid receipts for allocation as a Board Designated Fund. It was seconded by Ms. Amy Ross and was approved by unanimous voice vote. Motion passed.

Proposed Board resolution: The Board approves the HIPAA policies presented at the March 15, 2016 Board meeting.

MOTION: Ms. Amy Ross moved to approve the HIPAA policies presented at the March 15, 2016 Board meeting. It was seconded by Mr. Will Fay and was approved by unanimous voice vote. Motion passed.

Proposed Board resolution: The Board authorizes the replacement of Ms. Kathy Martin as a RMHS check signatory with Ms. Gwen Lawton.

MOTION: Ms. Amy Ross moved to authorize the replacement of Ms. Kathy Martin as a RMHS check signatory with Ms. Gwen Lawton. It was seconded by Mr. Will Fay and was approved by unanimous voice vote. Motion passed.

Mr. Wetherington reminded the Board that we terminated our lease at the Grant Street property in May, providing additional cash savings to RMHS.

New Business/Announcements – None at this time

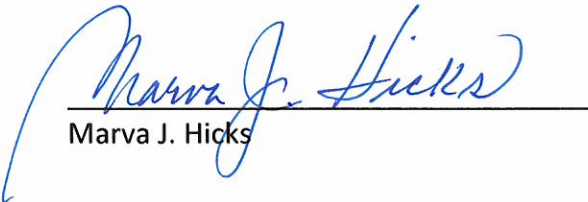
Public Comment Period – Mr. Rob Hernandez provided legislative updates

Executive Session

Adjournment

MOTION: Mr. Will Fay moved to adjourn the Board of Directors Meeting at 12:15 p.m. Ms. Amy Ross seconded the motion. It was approved unanimously.

Submitted by:


Marva J. Hicks


Board Secretary/Chair date 5/17/16