



**Board of Directors Meeting Minutes  
May 17, 2016**

**Present:** Roger Schmitz, Chair  
Sean Gallagher, Vice-Chair  
Elizabeth Herr  
Amy Ross

**Absent:** Marlon Anderson

**Staff:**

Shari Repinski	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	Nisa'a Ameen-Abdulah
Rob Hernandez	Mark McIntosh
Lloyd Lewis	Maureen Welch
Joe Derdzinski	Dianne Clarke

*There was one client in attendance.*

The meeting of the Board of Directors of Rocky Mountain Human Services (RMHS) was called to order at 2:15 p.m. by Mr. Roger Schmitz, Board Chair, at Rocky Mountain Human Services, 9900 East Iliff Avenue, Denver, CO. A quorum was present.

**CONSENT AGENDA**

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

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

**Motion:** Mr. Sean Gallagher moved to approve the May Consent Agenda. It was seconded by Ms. Amy Ross and was approved by unanimous voice vote. Motion passed.

## **BOARD MEMBERSHIP**

Roger Schmitz

**Board resolution:** The Board approves Mr. Roger Schmitz as Treasurer and Ms. Amy Ross as Secretary (noting that Mr. Schmitz also serves as Chair).

**Motion:** Dr. Elizabeth Herr moved to approve Mr. Schmitz as Treasurer, and Ms. Ross as Secretary. It was seconded by Mr. Gallagher and was approved by unanimous voice vote. Motion passed.

## **EXECUTIVE DIRECTOR UPDATE**

Mr. Gallagher announced that Ms. Repinski has been officially been hired by the Board as the Executive Director at RMHS.

## **EXECUTIVE DIRECTOR'S REPORT**

### Department of Labor

Gwen Lawton

Ms. Lawton, RMHS' Human Resources Director, elaborated on changes to the U.S. Department of Labor's regulations that will impact the identification of exempt and non-exempt employees and will affect overtime pay.

Dr. John Wetherington added that RMHS has implemented new time sheet policies in preparation for this change.

### Legislation

SB38 – Colorado Open Records Act (CORA) legislation increases transparency requirements for CCBs effective in August. Many of the changes are already in place at RMHS. We have received information that Governor Hickenlooper is planning to sign the law here at RMHS on June 1<sup>st</sup>.

Conflict Free Case Management – Healthcare Policy & Finance (HCPF) is very close to releasing their draft report to the Joint Budget Committee (JBC). It is expected to state that CCBs can provide both case management and direct services, but they won't be allowed to serve a single individual with both services. We anticipate legislation coming up in the next session regarding this.

### Mill Levy Advisory Committee

The MLAC currently has three active members: Marijo Rymer, Aileen McGinley and Jeanette Cordova. We are looking at revising our charter to make changes that will be more closely tied in to the finances and the planning side to comply with the changes that the City has asked us to make around the Mill levy. The Board was asked to appoint Ms. Lynette Johnson as a new member of the Mill Levy Advisory Committee. Ms. Johnson, Director of Adult Residential Services at Laradon, to the MLAC. The City Council has requested that we have a City

representative on the committee and we are endeavoring to find someone in that capacity to serve.

**Motion:** Mr. Sean Gallagher moved to approve Ms. Lynette Johnson as a member of the Mill Levy Advisory Committee. It was seconded by Ms. Amy Ross and was approved by unanimous voice vote. Motion passed.

## **FINANCE UPDATE**

John Wetherington

Dr. Wetherington presented the financial results for the period ending March 31, 2016.

**Board Resolution:** The Board accepts the financial statements through March 31, 2016.

**Motion:** Mr. Sean Gallagher moved to accept the financial statements through March, 2016. It was seconded by Dr. Elizabeth Herr and was approved by unanimous voice vote. Motion passed.

**Board Resolution:** The Board authorizes Ms. Repinski to sign a new the loan document with Colorado Business Bank converting RMHS' existing \$1 million line of credit borrowing to a loan.

**Motion:** Ms. Amy Ross moved to give Ms. Repinski the authority to sign a new loan document with Colorado Business Bank. It was seconded by Mr. Sean Gallagher and was approved by unanimous voice vote. Motion passed.

## **Compliance**

John Wetherington

Dr. Wetherington discussed our responsibilities to our funders and contractors. One year contracts will go out in June to our providers.

Dr. Wetherington reported that Ms. Dianne Clarke, a compliance consultant, has been working with RMHS to update HIPAA and provide HIPAA training to staff. We have a hotline for complaints and concerns, along with a webpage on the Internet. Dr. Keelee Burtch is working with Ms. Clarke and is serving as our in-house Compliance Officer.

Ms. Amy Ross volunteered to be a liaison for private insurance.

## **PUBLIC COMMENT PERIOD**

- Participants were Mr. Rob Hernandez and Ms. Maureen Welch.
- Topics discussed included transparency in CCBs, conflict-free case management, the Mill Levy Advisory Committee, and safety issues.

## **NEW BUSINESS/ANNOUNCEMENTS**

None at this time

**ADJOURNMENT**

**Motion:** Mr. Roger Schmitz moved to adjourn the Board of Directors Meeting at 5:15 p.m.  
Mr. Sean Gallagher seconded the motion. It was approved unanimously.

*Submitted by:*

\_\_\_\_\_  
Marva J. Hicks

\_\_\_\_\_  
Amy Ross, Board Secretary

\_\_\_\_\_  
Date