



Board of Directors Meeting Minutes September 20, 2017

Present: Roger Schmitz, Board Chair
Amy Ross, Vice Chair
Christine Ruggeri, Secretary
Joseph Derdzinski
Lloyd Lewis

Absent: Marlon Anderson
Mark Ferrandino, Treasurer
Olga Feldman

Staff Shari Repinski, Exec. Director
John Wetherington, CFO
Ford Allison, CPO
Bridget Forgy

Bill Ojile
Mark McIntosh
Jose Torres-Vega
Nisa'a Ameen-Abdullah
Jeanette Cordova

Joelle Ashley
Deanna Soulis
Ann Gifford
Jodi Dooling-Litfin
Jenny Smith
Stephen Shaughnessey

Guests: Richard Westfall, Hale-Westfall LLP

The meeting of the Board of Directors of Rocky Mountain Human Services (RMHS) was called to order at 6:37 p.m. by Mr. Roger Schmitz, Board Chair, at Rocky Mountain Human Services, 9900 East Iliff Avenue, Denver, CO.

PUBLIC COMMENT

Public comment included a request to the Board to consider reviewing the process to determine how mill levy funds are used by the organization, including ideas from Douglas and Arapahoe counties, and a request for the Board to review the safety review procedures completed by Service Coordinators when visiting individuals in host home environments.

CONSENT AGENDA

Roger Schmitz

- Approval of September Agenda
- Approval of July 2017 Board Minutes

Motion: Mr. Bill Ojile moved to approve the September Consent Agenda and the July 2017 Board Meeting Minutes. It was seconded by Mr. Jose Torres-Vega and was approved by unanimous voice vote. Motion passed.

PRESIDENT'S REPORT

Roger Schmitz

Mr. Roger Schmitz had Mr. Lloyd Lewis present an update from the Safety Committee. Mr. Lloyd Lewis informed the Board that the Safety Committee was unable to meet since the last Board meeting. There will be a meeting prior to the November Board meeting at which the Safety Committee will review a staff report in response to audit findings and will be reviewing safety review procedures of staff to make recommendations to the Board.

Mr. Lloyd Lewis spoke on behalf of the Nominating Committee and informed that Board that there were no nominations to review.

EXECUTIVE DIRECTOR'S REPORT

Shari Repinski

Ms. Shari Repinski provided organizational updates to the Board. Mr. Stephen Shaughnessy was introduced as the new Director of Life Skills & Support and brings extensive experience in direct support services. RMHS recently received notification that its Homes for All Veterans program grant will be renewed.

Ms. Shari Repinski provided an update on the strategic focus areas for RMHS, noting that the previous work done by the organization was on target and will continue in this fiscal year. The strategic focus areas are:

- **Connect:** Connect individuals with intellectual and developmental disabilities in their Denver community with a coordinated system of supports. This area is focused on services delivered in Denver, increasing partnerships and becoming more of a key player in the Denver community.
- **Engage:** Make talent an advantage through employee engagement, retention, expertise and performance. This objective is focused on employees and will look at how to invest in professional development, reduce turnover, and improve communication.
- **Perform:** Commit to quality, compliance and continuous improvement while enhancing readiness, flexibility and resiliency. RMHS has been in a state of transition over the past several years due to internal changes and external system changes. This area focuses on being compliant with funders and flexibility to change.
- **Reach:** Pursue options to reach populations and regions across Colorado through sustainable and efficient models. This area is focused on growth and opportunity after careful review shows sustainability for the organization. This area is especially important with conflict free case management legislation being implemented as RMHS will need to review and pursue other opportunities to balance the loss of conflicted clients. RMHS leadership will continue to keep the Board informed of new opportunities it is reviewing or planning to pursue.

The Board discussed the recent Community Forum held at RMHS to discuss upcoming changes. The Board suggested holding a Forum for non-English speakers or finding a way to send a 1 page flyer with the updates in the native language of the client.

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Mr. Jose Torres-Vega commented on the risk of cuts to Medicaid and the Board discussed briefly the impact to RMHS. RMHS will continue to monitor these developments and keep the Board informed of any necessary adjustments needed.

Ms. Shari Repinski updated the Board on regulatory items including monitoring for the rule making process for conflict free case management and that the Joint Budget Committee is back in session periodically and RMHS will watch for the budget process in November.

Ms. Shari Repinski informed the Board that RMHS continues to work with the Denver Department of Human Services (DDHS) to determine how services will continue in January. Any contract put forward needs to be approved by City Council in November and the Board will be notified of any confirmed dates for these meetings. Contract negotiations can be discussed in executive session.

Ms. Shari Repinski noted that the Board will be notified of Auditor O'Brian's release of a follow-up report to the 2015 audit in September.

FINANCE COMMITTEE REPORT

Roger Schmitz & John Wetherington

Mr. John Wetherington presented the year to date financial statements for the month ending August 31, 2017.

Mr. John Wetherington noted that both Medicaid and State funding are showing above budget due to an increase in billing for providers in these areas. There will be a decline in these numbers over the next several months due to providers choosing to become PASA's and complete their own billing. It was also noted that mill levy spending is down due to how this money is being spent (going to clients and providers). Overall, the financial reports show good trends and are tracking in line with the budget.

Motion: Mr. Lloyd Lewis moved to approve the year to date financial statements. It was seconded by Ms. Jeanette Cordova and was approved by unanimous voice vote. Motion passed.

Mr. John Wetherington provided an update on IT and security. The organization will be switching to a new secure email provider, Mimecast, over the next few weeks. Mimecast will improve the flow of communication for staff and providers as well as monitor attachments and links received by the organization. The Board discussed preparation activities and how providers were notified of this change. Providers were notified via the Provider e-Newsletter and an email blast and internal and external beta testing was completed. Mr. John Wetherington noted that the organization's firewall will also be updated soon and the IT department continues to look at cloud options. The current phone system will be out of date in November and IT is looking for a new system to be implemented prior to the end of life date of the current system.

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Mr. John Wetherington reviewed different funding models for the organization based on current and future changes that may occur including conflict free case management, no mill levy funding, and no "gap funding" through mill levy. Each model displayed how the different funding sources will split depending on the situation.

Mr. John Wetherington informed the Board that the financial auditors are on site and will present at the November Board meeting.

COMPLIANCE UPDATE

John Wetherington

Mr. John Wetherington informed the Board that RMHS is continuing to work on a draft of the Code of Conduct and Ethics and requested feedback on the current draft. A final version will be presented to the Board in November. The Board discussed its role in the Code of Conduct and Ethics and whether or not the Board should be involved in the approval process. Mr. John Wetherington to discuss further at the October Finance Committee meeting. As a refresher, RMHS will send Board members the policies and procedures that have been reviewed and approved by the Board.

NEW BUSINESS


No new business was presented.

ADJOURNMENT

Motion: Mr. Jose Torres-Vega moved to adjourn the Board of Directors meeting at 7:45 p.m. It was seconded by Mr. Joseph Derdzinski. It was approved unanimously.

Submitted by:


Bridget Forgy
12/14/17
date


Christine Ruggeri, Board Secretary
12/14/17.
date