



TRE
The Resource Exchange

BOARD OF DIRECTORS' MEETING MINUTES
Wednesday, October 18, 2017

MEMBERS PRESENT:

BRAD HALLOCK, Chair
JONATHAN LIEBERT, Vice Chair
CAROLYN WHARTON, Treasurer/Secretary
HEIDI BRANDON
SARAH BRITTAIN JACK
TONY FELTMAN (via tele-conference)
DEENA HARTJE
TRAVERS HYDE
JUDITH LIGHT
RON RUBIN
JULIA SANDS de MELENDEZ
TROY STUBBINGS
HEATHER WHITWORTH
LISA WIELAND

MEMBERS ABSENT:

GARY DeJONG
DIANE LOSCHEN

STAFF PRESENT:

COLLEEN BATCHELOR, Child & Family Services Director
GARRY BUTCHER, Marketing Director
ALISHA CAVANAUGH, Development and Marketing Coordinator
SHASHANA CROCKER, Human Resources Coordinator
JEN DeFRANCO, Human Resources Director
SUSAN DYKEMA, EI Occupational Therapist
TAMARA ENGRAM, Executive Assistant
DAVID ERVIN, Chief Executive Officer
SHEILA FERGUSON, Development Director
ROB FRANC, Project Manager
KIRSTI FRIAS, Human Resources Office Coordinator
LORI GANZ, Clinical Services Director
BETTY GEER, TRE Research Director
DON GRAY, Facilities Coordinator
TERESA KENNEDY KAMSTRA, Senior HR Generalist
ROSA MURILLO, Service Coordinator

KEITH SCHUMACHER, Chief Financial Officer
CALLIE TOLBERT, Family Support Coordinator Lead
AMANDA VENEKLASEN, Service Coordinator
NANCY VIGIL, Navigation and Quality Director

GUESTS: DANNETTE NELSON, Discover Goodwill
DEVON SEYMOUR, El Pomar Foundation

I. CALL MEETING TO ORDER

The regular meeting was called to order at 7:32 am by Chair Brad Hallock.

II. PUBLIC COMMENTS

None.

III. APPROVAL OF MEETING MINUTES – August 16, 2017

A MOTION WAS MADE BY JULIA SANDS de MELENDEZ, SECONDED BY LISA WIELAND TO APPROVE THE AUGUST 16, 2017 MEETING MINUTES AS PRESENTED. *Motion unanimously approved.*

IV. CONSENT AGENDA

None.

V. BOARD COMMITTEE REPORTS

a. Development Committee

Lisa Wieland thanked those involved with the Positive Exposure event. All Board members were encouraged to invite other community members to our events.

Sheila Ferguson informed the group that we will begin sending calendar invitations to Board members for upcoming events.

Devon Seymour, El Pomar Foundation, provided information on the upcoming Empty Stocking Fund campaign. The Resource Exchange (TRE) has been allocated 3.5% this year. The total goal for this year's campaign is \$1.5 million. All were encouraged to donate what you can and to participate in the community-partner events. A calendar of events will be shared soon.

The group was reminded that one of TRE's Empty Stocking events is Breakfast with Santa on December 9 at Chapel Hills Mall.

b. Executive Committee

Chair Hallock reported that the committee continues planning the April retreat to review and update our three-year Strategic Plan.

Chair Hallock announced the resignation of Heather Whitworth from the Board of Directors.

c. Finance and Investment Committee

Keith Schumacher, CFO reported that TRE just completed its 401k audit. The only recommendation received was that the Board of Directors review and approve the match that TRE provides for 401k participants. This match will be reviewed each year during the budget process.

The Workers' Compensation audit was also completed. TRE was instructed to book an additional \$10,605 for last year as we were underfunded against our growth and claims filed. Going forward, this will be reviewed each month and reconciled quarterly in order to make adjustments to current staffing levels.

CFO Schumacher then reviewed financial information through August 2017. Total revenues are below budget by 4.1% due to our State SLS and TCM revenue being down. In looking at trends, this is normal and usually picks up at the beginning of the second quarter. Expenses show 6.8% above budget mainly due to one-time office move and office sale expenses. Net operating margin is at a positive 2.5%. Our financials also show a non-operating gain of \$476,554 on the sale of the 418 South Weber Street building.

Discussion was held on the breach of contract by Integra of not providing telephone service to our new location. Our phone service is now being provided by Comcast.

d. Legislative Committee

Sarah Brittain Jack reminded the group of the 11th Annual Legislative Town Hall on Wednesday, November 15, 2017 at the Chapel Hills Mall Event Center beginning at 6:45 pm.

The Committee's next meeting is scheduled for Wednesday, October 25, 2017 at 3:00 pm at TRE.

e. Nominating Committee

Ms. Jack reported that the Committee has one candidate in the review process and will meet to discuss all available options.

f. Programs Committee

Heather Whitworth reported that TRE's Leadership Team has compiled areas of suggested focus for the Programs Committee.

Chair Hallock asked for volunteers to chair and serve on this Committee.

g. Social Enterprise Committee

Jonathan Liebert reported that the Committee is scheduled to meet today (October 18) at 1:30 pm at TRE.

VI. PROGRAM PRESENTATION – Human Resources

Jen DeFranco, Human Resources Director and team shared information/trends on TRE's human resources services.

The following are areas of focus for the coming fiscal year:

- Benefits (affordable health insurance)
- Retention
- Time Management

VII. CHIEF EXECUTIVE OFFICER'S REPORT

New Staff – New TRE staff were welcomed.

Program Review – The Colorado Department of Health Care Policy and Financing recently conducted a program review. We have not yet received their findings.

State's New Payment System – All issues are still not resolved with the new billing system.

Transition from Regional Care Collaborative Organizations (RCCO) to Regional Accountability Entities (RAE) – The RAE has been awarded to current Region 6 RCCO (Boulder area) in partnership with Centura Health. There is a concern about conflict of interest with this contract award.

Single Entry Point – Rocky Mountain Options for Long Term Care has given over the main management/operational oversight of the organization to the El Paso County Department of Human Services.

The RFP for Single Entry Point Services should be issued by the end of October. TRE will closely monitor this process and will determine whether it is in our best interests to apply to this RFP.

Office of State Auditors' Review – With the passage of Senate Bill 38, all Community Centered Boards will be audited by the Colorado Office of State Auditors. That process is now in the beginning stages.

This entire process is held in confidence under Colorado Revised Statute [2-3-103(3), C.R.S.] until the audit is made public. Therefore, any updates on this review will only be shared with the Board of Directors during Executive Sessions (under 25.5-10-209(2)(b)(IV)(C)).

VIII. NEW BUSINESS

The Board of Directors thanked Board member, Heidi Brandon, and Blank Canvas Café for the delicious bread.

IX. OLD BUSINESS

Policy Review/Approval – Chair Hallock reported that the Dispute Resolution; Grievance and Complaints; and Investigations of all Allegations Involving Mistreatment Policies were approved unanimously by email vote on September 12, 2017.

X. PUBLIC COMMENTS

None.

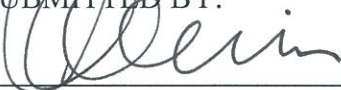
XI. SCHEDULE OF NEXT MEETING

The next Board of Director's meeting will be held on **Wednesday, January 17, 2018** at 7:30 am at The Resource Exchange.

XII. ADJOURN

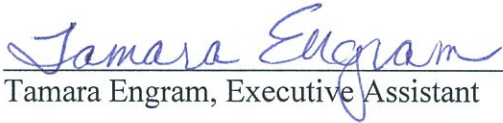
The regular meeting was adjourned at 9:10 am.

SUBMITTED BY:



David Ervin, Chief Executive Officer

RECORDED AND TRANSCRIBED BY:



Tamara Engram, Executive Assistant

APPROVED AS TO FORMAT:



Carolyn Wharton, Treasurer/Secretary