



**BOARD OF DIRECTORS' MEETING MINUTES**  
**Wednesday, July 17, 2019**

**MEMBERS PRESENT:**

BRAD HALLOCK, Chair  
DEENA HARTJE, Vice Chair  
CAROLYN WHARTON, Treasurer/Secretary (via telephone)  
HEIDI BRANDON  
CHRIS CIPOLETTI  
TONY FELTMAN – via telephone  
JUDITH LIGHT  
DIANE LOSCHEN  
JULIA SANDS de MELENDEZ  
AMY YUTZY

**MEMBERS ABSENT:**

SARAH BRITAIN JACK

**STAFF PRESENT:**

ELIZABETH ALBO, Donor Relations Manager  
COLLEEN BATCHELOR, CEO  
CAMILLE BLAKELY, Community Engagement Director  
DAVID JUROVICH, Human Resources Recruiter  
KYLE COX, Navigation Supervisor  
JEN DeFRANCO, Human Resources Director  
MEGAN ELLIS, Grants Manager  
TAMARA ENGRAM, Executive Assistant  
ROB FRANC, Project Manager  
DON GRAY, Facilities Coordinator  
SARAH NOLAN, Break Time Program Coordinator  
GINGER STRINGER, Physician and Community Outreach Specialist  
CALLIE TOLBERT, Lead Family Support Coordinator  
NANCY VIGIL, Navigation and Quality Director  
HEATHER WHITWORTH, CFO  
LISA WIENER, Human Resources Coordinator  
JACKIE WOODS, Human Resources Manager



**GUESTS:** ALAYNE KELLY, PASCO Home Health  
DAN MIRER, Prospective Board Member  
DANNETTE NELSON, Discover Goodwill  
INDY FRAZEE, The Independence Center  
TRACY HIESTER, The Independence Center

**I. CALL MEETING TO ORDER**

The regular meeting was called to order at 7:33 am by Chair Brad Hallock.

**II. PUBLIC COMMENTS**

Indy Frazee, The Independence Center shared questions concerning the recent transition for single entry point services and supports.

- Have communications been sent to clients/families and providers of services with updated contact information for case managers, supervisors, etc. to ensure continuity of care?

*Letters were sent via US Mail to families/clients receiving single entry point services with information on how to contact TRE and with direct numbers for their case managers. Providers of services/supports and referral agencies are being contacted via the case managers/supervisors with updated information.*

- Will TRE host a “meet and greet” for providers who have not worked with TRE before this transition?

*A “meet and greet” gathering will be planned soon. Right now focus is on the continuity of care for recipients of services and supports.*

**III. APPROVAL OF MEETING MINUTES – JUNE 19, 2019**

**A MOTION WAS MADE BY HEIDI BRANDON, SECONDED BY DEENA HARTJE TO APPROVE THE JUNE 19, 2019 MEETING MINUTES AS PRESENTED. *Motion unanimously approved.***

**IV. CONSENT AGENDA**

Megan Ellis, Grants Manager provided an overview of the request for Board approval to submit a competitive grant to El Pomar Foundation in support of TRE’s Early Childhood Mental Health Initiative. The grant application requires that the applicant’s Board of Directors’ approve the submission of this grant request.

**A MOTION WAS MADE BY JUDITH LIGHT, SECONDED BY JULIA SANDS de MELENDEZ TO APPROVE THE CONSENT AGENDA AS SUBMITTED AND DISCUSSED. *Motion unanimously approved.***

**V. BOARD COMMITTEE REPORTS**

**Board members were asked to RSVP when planning to attend any Committee meetings.**

a. Community Engagement Committee

*Community Engagement* – Camille Blakely, Community Engagement Director shared that the committee did not meet while awaiting new leadership and representation from the Board of Directors

As a reminder if any Board member is interested in serving on this committee, please contact Chair Hallock.

All Board members were invited to attend the upcoming New Employee Welcome scheduled for July 30, 8am-12noon at TRE. Please contact Tammie Engram if interested.

*Fundraising* – Sponsorship with Integrity Bank and Trust has been renewed in the amount of \$15,000.

*Grants* – TRE received a grant award from Pikes Peak United Way in the amount of \$50,000.

*Marketing* – Social media exposure continues to grow.

*Upcoming Events* –

- Bleating Heart Night at Goat Patch Brewery on July 23, 5-9:00pm. \$1 will be donated to TRE for every pint of beer sold.
- Red Robin, 1410 Jamboree on July 31, 11am-10pm. TRE will receive 20% of sales for the entire day.

*Board of Directors' Annual Giving* – Chair Hallock reminded members that there is not a specified amount required for Board members to give to TRE, but ask that all give something. This is very important to demonstrate that TRE has 100% Board participation in giving back to the organization.

b. Finance and Investment Committee

Heather Whitworth, CFO, reported that the Committee met and reviewed the preliminary year-end financial statements. The month ended showed a profit of approximately \$767,000. The group was reminded that this report is preliminary and numbers will change prior to and during the upcoming year-end audit.

It is anticipated that TRE will return approximately \$100,000 for the State Supported Living Services Program (SLS). Also it is expected that Children and Family Services will experience a loss. This being the first year that the Colorado Department of Human Services (CDHS) moved to a cost based reimbursement method paying for Early Intervention (EI) supports and services, several areas of the submitted budget needed to be increased and CDHS did not allow this. CDHS is working with TRE to meet the additional salary needs for supports and services provided.

Targeted Case Management numbers will be reviewed more closely to verify that funds booked are collectible.

The Board thanked staff of TRE for their work this past year in keeping expenses in line.

c. Legislative Committee

The committee did not meet. Ed Bowditch, TRE Lobbyist will provide updates at the August Board of Directors' Meeting.

The 13<sup>th</sup> Annual Legislative Town Hall will be held on October 23, 2019.

d. Nominating Committee

Chair Hallock welcomed Christopher Cipoletti and Heidi Brandon to the Board of Directors.

Dan Mirer was introduced to the group as a prospective Board member. Mr. Mirer has worked in government contracting and has served on various boards through his church and other nonprofit organizations. Mr. Mirer has also been involved with the single entry point contract transition to TRE.

e. Social Enterprise Committee

Chair Hallock again asked for volunteers to serve on this committee.

The group was informed that Jonathan Liebert will provide information on social enterprises at the August 6 Leadership meeting beginning at 9:00am. The group was also encouraged to follow Colorado Institute for Social Impact (ci4si) on Twitter and/or Facebook. Great information available.

f. Executive Committee

Chair Hallock shared that the group welcomed Deena Hartje to the executive committee.

The group discussed turnover and requested that CEO Batchelor continue to send the trending information on a quarterly basis or as needed.

The group was also updated on the single entry point transition, continued working relationship with Peak Vista at DDHC and changes being implemented by using work groups within the Leadership team. The agency's future organizational structure was also discussed in light of the recent growth of the organization.

*CEO Search* – The search committee is scheduled to meet next week. To date there have been approximately 150 applicants. The search firm has been interviewing prospects and has identified 3-4 strong candidates. The current plan is for interviews with these candidates with the search committee to be scheduled in August.

## VI. CHIEF EXECUTIVE OFFICER'S REPORT

*Legislative Town Hall* – CEO Batchelor stated that information on the roundtables, etc. will be shared as details are confirmed.

*Single Entry Point Transition* – The transition team continues to meet to address any issues that arise throughout this transition. The staff turnover from this transition is higher than we would have liked, but still reasonable. All open positions are posted. All involved staff are very active with cross-training – both with job responsibilities/caseloads and learning/blending cultures.

Organizational charts for the entire organization are being updated that will assist all with the chain of command, who to contact, etc.

Case management for CCB waivers and SEP waivers will be kept separate for the time being. The reporting and funding requirements under these contracts are all very different which could make it very challenging for staff.

*Wait Lists Status* – It was reported that Children and Family Services and State Supported Living Services do not have wait lists. The State continues to slowly allocate resources for the comprehensive services waiver wait list.

*Early Intervention Colorado* – TRE has not received approval on the Early Intervention FY20 budget. Representatives from EI Colorado did visit TRE to learn more about why TRE's Medicaid revenue is less than other CCBs across the state. The main identified reason for this is due to the high population of children who have Medicaid but have another primary insurance (for example, Tri-Care).

*Futures* – A program manager position has been internally posted and interviews will be held soon. Work continues to maintain the relationship with the Division for Vocational Rehabilitation (DVR).

*Peak Vista/Developmental Disabilities Health Center (DDHC)* – The new physician, Dr. Emily Johnson will join the DDHC staff in early August. Several other positions (psychiatric nurse practitioner, social worker) will be replaced and/or added as well. TRE Leadership and Peak Vista will be meeting in late August/early September to reinforce the needed collaboration between our agencies and identify other possible partners to enhance services.

*Targeted Case Management (TCM)* – Case management and Navigation and Quality staff were recognized for their efforts in producing amazing outcomes this past year.

## VII. NEW BUSINESS

*New Staff Introductions* – None were in attendance.

*Break Time Program Volunteers* – The group was encouraged to volunteer at future Break Time sessions. If you have questions, contact Sarah Nolan at [snolan@tre.org](mailto:snolan@tre.org).

**VIII. OLD BUSINESS**

None.

**IX. PUBLIC COMMENTS**

None.

**X. SCHEDULE OF NEXT MEETING**

The next Board of Director's meeting is scheduled for **Wednesday, August 21, 2019** at 7:30 am at The Resource Exchange.

**XI. ADJOURN REGULAR MEETING**

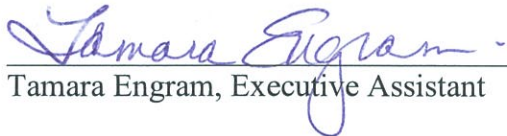
The regular meeting was adjourned at 8:40 am.

SUBMITTED BY:



Colleen Head Batchelor, Interim CEO

RECORDED AND TRANSCRIBED BY:



Tamara Engram, Executive Assistant

APPROVED AS TO FORMAT:



Carolyn Wharton, Treasurer/Secretary