



BOARD OF DIRECTORS' MEETING MINUTES
Wednesday, January 19, 2022

MEMBERS PRESENT (via Zoom unless noted)

DEENA HARTJE, Chair – in person
DAN MIRER, Vice Chair – in person
JORDAN WEIMAR, Treasurer – in person
LAURIE HUISINGH, Secretary – in person
HEIDI BRANDON
LOIS LANDGRAF
DIANE LOSCHEN
JULIA SANDS de Melendez – in person
DAVE PAUL
GEORGE MENTZ
TINA SWONGER
AMY YUTZY

STAFF PRESENT (via Zoom unless noted)

ELIZABETH ALBO, Development Manager
COLLEEN BATCHELOR, CEO – in person
TAMARA ENGRAM, Executive Assistant – in person
REBEKAH FALETTI, Nursing Home Supervisor
DORA FERNANDEZ, IT Project Mgr, Bilingual Developmental Interventionist
LORI GANZ, Clinical Director, Early Intervention
DON GRAY, Facilities Director
BRANDI GRIFFITHS, Service Coordination Manager
JORDAN HABINCK, Service Coordination Supervisor
DEMETRIA LOPEZ, Benefits/Billing Senior Coordinator
CALLIE MURPHY, State General Funds Manager
SARAH NOLAN, Break Time Program Coordinator
LISA PICKRUHN, Service Coordinator
KENDRA RANDERSON, Family Support Coordinator
STEPHANIE SAMORA, Benefits/Billing Supervisor
KITTY SILVERS, Sr EI Billing Specialist
GINGER STRINGER, Physician and Community Outreach Specialist
LAURA THOMAS, Case Management Director
NANCY VIGIL, Navigation and Quality Director
HEATHER WHITWORTH, CFO
JACKIE WOODS, Human Resources Director
MALLORY YEOMAN, Enrollment Coordinator

GUESTS (via Zoom unless noted)

CHRIS CIPOLETTI, Cipoletti Consulting – in person
TAMARA TRUJILLO, Goodwill of Southern Colorado

I. CALL MEETING TO ORDER

The regular meeting was called to order at 7:30 am by Chair Deena Hartje.

II. PUBLIC COMMENTS

None.

III. MISSION MOMENT

Jordan Habinck and Lisa Pickruhn provided a copy of a letter from a person receiving Single Entry Point (SEP) services expressing gratitude to TRE and specifically Ms. Pickruhn. The client's children and grandchildren had an amazing Christmas due to being able to learn about and have assistance with connecting to several community resources from Ms. Pickruhn.

Ms. Pickruhn was also acknowledged by the client for taking the time to learn about her medical needs and helping to determine that the current care was not sufficient and securing adequate services and supports where possible.

(The letter referenced above is incorporated into these minutes by reference and can be found in the January 2022 Board records for further review.)

IV. STRATEGIC FOCUS

Christopher Cipoletti, Consultant shared information on the formation of 6385 Corporate Drive LLC, its structure and intent, and the future use of 6385 Corporate Drive (building). The group was reminded that 6385 Corporate Drive LLC is an independent entity from TRE and governed by a volunteer Board of Directors comprised of two TRE Board members, TRE's CEO and two community members.

6385 Corporate Dr LLC generates income for the building operations (paying down building mortgage debt, maintenance for building, etc.) by having traditional tenants (3rd floor), Coworking/community space (2nd floor), TRE offices and planned event center (1st floor).

Mr. Cipoletti also shared an overview of planned internal operations of 6385 Corporate Drive LLC in operating the building.

New Altitude Coworking and Office Space will provide a much-needed service to the community on the north end of Colorado Springs and surrounding areas while also

employing several individuals with disabilities and providing training opportunities (provided by outside Supported Employment agencies) to people with disabilities to assist them with securing competitive employment in their community. Creating this social impact business will also help meet TRE's mission statement. The hard launch of the coworking space is set for February 1, 2022.

It is also hoped that philanthropic funding can be raised to build-out the proposed event space on the first floor, proposed name Level One at Monument Creek. This space will hold up to 175 people for larger gatherings, private activities and/or events. It is planned that partnerships can be forged with catering agencies and others as identified. 6385 Corporate Drive LLC also plans to apply for a liquor license so that people who rent the event space will have full-service use of that space.

Strategic priorities for 2022 include:

- Refinance of the building.
 - Current note balloons in 2027
 - Timeline: Q1 2022
- Philanthropic Investment
 - Grant and Individual Fundraising for Event Space Build Out
 - Timeline: Q1 and Q2 2022
- Event Space Build Out
 - Timeline: Q4 2022
- Coworking Expansion v. Traditional Tenant Analysis for Second Floor
 - Timeline: Q2 through Q4 2022

Anticipated goals for training and employment in coworking space:

- Part-time Employment – 18-20
- Opportunities for Training (on-site) offered by PASAs who provide Supported Employment services – 120-150/year once geared up. Possibility of adding virtual training for more rural communities.

Other details for New Altitude and 6385 Corporate Drive LLC:

- Website should be launched before February 1, 2022. Will use New Altitude branding.
- Management software platform will be Nexedus. Will be able to reserve rooms, etc. online. Will use New Altitude branding.
- May change locking system to interface with Nexedus to work with smart phones instead of key badge.
- Suggested to price out liability insurance to cover liquor license now.
- Mr. Cipoletti was asked to contact Dave Paul, Board Member to discuss his contacts, etc.

(The PowerPoint presentation is incorporated into these minutes by reference and can be found in the January 19, 2022 Board records for further review.)

V. CONSENT AGENDA

A MOTION WAS MADE BY JORDAN WEIMAR, SECONDED BY LAURIE HUISINGH TO ACCEPT AND APPROVE THE ITEMS PRESENTED ON THE CONSENT AGENDA (Correction of Board of Directors' Meeting Minutes dates January 20, 2021; Board of Directors' Meeting Minutes dated December 15, 2021, and Community Engagement Meeting Minutes dated January 7, 2022. *Motion unanimously approved.*

VI. BOARD COMMITTEE REPORTS

a. Finance and Investment Committee (FIC)

TRE Financial Statement Review – Jordan Weimar, Treasurer reported that YTD loss of \$1.2 million; \$1.6 million in deferred revenue due to:

- Revenue reporting expectations was interpreted differently when SEP contract was awarded to TRE, as a fee-for-service contract. It is now understood that funds paid must be deferred until services are provided. TRE has two years to spend down the deferred revenue. If not used, it will need to be returned to the State.
- In the future, SEP Case Management will be reported separate from CCB Case Management.
- Beginning December 2021, Management and General (admin) expenses are allocated to the specific program area. This will better reflect the true costs of Management and General expenses. This has also been adjusted in the FY 20-21 audit and financials.

The one-page summary sheet is not available this month due to the above revisions needing to be incorporated into that information. The revised document will be reviewed in detail at the February 2022 meeting.

A MOTION WAS PRESENTED BY THE FINANCE AND INVESTMENT COMMITTEE TO APPROVE THE FINANCE AND INVESTMENTS REPORT AS PRESENTED. *Motion unanimously approved.*

b. Nominating Committee

Julia Sands de Melendez provided an update on the activities of the Nominating Committee. Current members of the Committee are Ms. Melendez, George Mentz and Deena Hartje.

The Board of Directors currently has three openings on the Board, two in July (Julia Sands de Melendez and Jordan Weimar) and one when filled (Judith Light). Treasurer Weimar has referred a person with a financial background to the Nominating Committee. An initial meeting with this individual is scheduled for next week. If agreeable to all, this individual will be voted on prior to June so that he can join and work with Treasurer Weimar before his departure in June.

Two other potential candidates have been introduced to the Committee with follow-up calls to be made early in February.

If any Board member is interested in joining the Nominating Committee, please contact Chair Hartje.

c. Executive Committee

Chair Hartje reported that the group reviewed the updated ruling from the US Supreme Court on the COVID 19 OSHA Mandate Protocol. Thanks to TRE staff for being prepared for the implementation of said mandate, even though it is not needed. The mandate was put down by the US Supreme Court.

The Legislative Zoom Roundtable with Pikes Peak Region elected officials went very well. It is hoped that this exchange of common challenges and possible remedies will result in action during the legislative session.

VII. CHIEF EXECUTIVE OFFICER'S REPORT

Early Intervention (EI) Update – An announcement was received that there will be Public Hearings in February to extend Part C for children with late spring and summer birthdays. Normally children must exit that program at their 3rd birthday. Public comments are being requested on the possibility of extending that deadline through the Summer (until start of school year) for children who have summer birthdays that create a gap in service delivery. TRE is in favor of this change. However, workforce demands and/or challenges combined with the shift in responsibilities of EI Evaluations that are being moved from school districts to EI programs or other entities, effective 05/01/2022 is presenting concerns with how to implement all of the changes at once.

EI Intake Process – Advocacy in response to the proposed changes to the EI Intake process has been effective. It is likely that local intake and referral processes will continue and not be moved to a state level function. The State may take over these processes for the areas in Colorado that are not able to fulfill this work, such as rural areas.

EI Evaluations – The Request for Proposal (RFP) has not been received yet. It was originally expected in November 2021. The State has agreed to ask EI programs (under CCBs) to do the evaluations in place of the school districts starting on May 1 through June 30, 2022, under their existing contracts. Contracts will be amended to pay for those evaluation services during that period.

The RFP is expected at any time and will be given 60 days to respond. It will be effective on July 1, 2022 and will be a separate contract from current EI Program contracts.

EI Contract Budget Amendment Request – TRE submitted a request for budget amendment in late November 2021 to allow for increased pay rates for clinical providers to raise their salaries to align with the current market and prevent staff from leaving and pursuing higher paying jobs. No response has been provided even with weekly requests. This lack of communication concern was sent with an acknowledgment of issue but has not resulted in a response to request.

Of note, Alliance has been a great partner with TRE in all of this work.

Health Care Policy and Finance – In reference to the SEP and CCB contract changes, the new Care and Case Management data system will go live in April 2022 without a pilot as planned for November 2021.

COVID 19 Vaccination Temporary Standards Policy and Procedures – The Board of Directors conducted an email vote for approval of a new COVID policy required to implement OSHA mandates. This was approved with a vote of 10 to approve, 1 abstain and 1 no response.

Due to the recent ruling from the US Supreme Court, TRE is now asking for this policy to be rescinded.

A MOTION WAS MADE BY JULIA SANDS de MELENDEZ, SECONDED BY JORDAN WIEMAR TO RESCIND THE COVID 19 VACCINATION TEMPORARY STANDARDS POLICY. *Motion unanimously approved.*

VIII. NEW BUSINESS

Review of February's Strategic Focus – Chair Hartje informed the group that Community Engagement and Donor Relations will be February's focused discussion.

IX. OLD BUSINESS

a. Diversity, Equity and Inclusion Workgroup Update
The Book Club sponsored by the DEI, Workgroup, *Inclusify*, kicked off this month. Updates will be provided as requested.

IX. PUBLIC COMMENTS

None.

X. SCHEDULE OF NEXT MEETING

The next Board of Director's meeting is scheduled for **Wednesday, February 16, 2022**, at 7:30 am at The Resource Exchange and via Zoom.

XI. MOTION TO ADJOURN INTO EXECUTIVE SESSION

The Board of Directors motioned to adjourn into Executive Session at 9:20 am.

XII. ADJOURN REGULAR MEETING

A MOTION WAS MADE BY JULIA SANDS de MELENDEZ, SECONDED BY JORDAN WEIMAR TO ADJOURN THE REGULAR MEETING. *Motion unanimously approved.*

The regular meeting was adjourned at 9:35 am.

APPROVED AT THE FEBRUARY 16, 2022 BOARD OF DIRECTORS' MEETING

SUBMITTED BY:

Colleen Head Batchelor, CEO

RECORDED AND TRANSCRIBED BY:

Tamara Engram, Executive Assistant

APPROVED AS TO FORMAT:

Laurie Huisingh, Secretary

