



BOARD OF DIRECTORS' MEETING MINUTES
Wednesday, September 21, 2022

MEMBERS PRESENT (via Zoom unless noted)

DEENA HARTJE, Chair – in person
DAN MIRER, Vice Chair – in person
JESSIE MARTINEZ, Treasurer
LAURIE HUISINGH, Secretary – in person
HEIDI BRANDON – in person
SARAH BRITTAIN JACK – in person
BERNARD BYERS
LOIS LANDGRAF – in person
DIANE LOSCHEN
GEORGE MENTZ
DAVE PAUL
TINA SWONGER
AMY YUTZY

MEMBERS ABSENT:

PATRICK DAVIS

STAFF PRESENT (via Zoom unless noted)

ELIZABETH ALBO, Development Director
COLLEEN BATCHELOR, CEO – in person
SARAH BOULTON, Service Coordinator
TAMARA ENGRAM, Executive Assistant -in person
REBEKAH WEIMAR, Nursing Home Supervisor
DORA FERNANDEZ, IT Director
LORI GANZ, Clinical Services Director
DON GRAY, Facilities Director – in person
BRANDI GRIFFITHS, Service Coordinator Manager
RYAN KUYPER, Learning and Staff Development Director
DEMETRIA LOPEZ, Benefits/Billing Supervisor
DAISY MARTINEZ, Benefits & Billing Coordinator
CALLIE MURPHY, State General Funds Manager
SARAH NOLAN, Respite Programs Specialist
AMANDA REED, Early Intervention Director
KAREN RICE, EI Billing Manager



KITTY SILVERS, Senior EI Billing Specialist
GINGER STRINGER, Physician and Community Outreach Specialist
LAURA THOMAS, Case Management Director
NANCY VIGIL, Navigation and Quality Director
JULIE WHITE, Marketing and Communications Manager
HEATHER WHITWORTH, CFO
JACKIE WOODS, Human Resources Director

GUESTS (via Zoom unless noted)

ED BOWDITCH, Bowditch & Cassell Public Affairs – in person
CHRIS CIPOLETTI, Cipoletti Consulting – in person
TIM CUNNINGHAM, Cheyenne Village
NICI HEISLER, The Independent Center
LISA HRINIK, Wipfli
DANIEL KELLEY, Wipfli
BRIDGET KIRBY, Community Intersections
RYAN PEASLEY, Wipfli
ANTHONY SHIBATA, Wipfli – in person
JENNIFER STREHLOW, Operations Director, 6385 Corporate Drive LLC
and New Altitude – in person
TAMARA TRUJILLO, Goodwill Services

I. CALL MEETING TO ORDER

The regular meeting was called to order at 7:32 am by Chair Deena Hartje.

II. PUBLIC COMMENTS

None.

III. MISSION MOMENT

Jenn Strehlow, Operations Director of 6385 Corporate Drive LLC and New Altitude Co-Working Space provided updates on activities at New Altitude. Since beginning her employment, it has been her goal to create/build more community among the members of New Altitude by hosting Football Thursdays and Happy Hours. Ms. Strehlow also interacts with members often to gather feedback and ideas on how to better meet their needs at New Altitude.

Ms. Strehlow shared the story of one of the members, Lukas Kirby, Street Styles Academy and Astro Blade.

IV. QUARTERLY IT AND OTHER PROJECTS UPDATES

Representatives from Wipfli shared information on projects completed, ongoing or on the schedule for The Resource Exchange.

- Flows project is almost complete. This work streamlines work for staff.
- Virtual Desktops for staff using personal equipment. This ensures increased security needed.
- Adobe Software – researching more budget friendly software options.
- Decommissioning in-house servers.
- Database Assessment, Consolidation and Reporting Capabilities
- New Altitude Network Refresh
- IDEA Discovery Project
- Working with State contractor on new case management system.

(The PowerPoint presentation is incorporated into these minutes by reference and can be found in the September 21, 2022 Board records for further review.)

V. STRATEGIC FOCUS – Legislative Influences

Ed Bowditch, TRE Lobbyist shared information on the past State legislative session and the most probable focus of the session beginning on January 9, 2023. One item that has already been identified is affordable housing. Local governments would need to opt in to participate in the proposed legislation which will be costly, but important.

Mr. Bowditch shared that many of the elected legislators for TRE's catchment areas will be new to the legislature due to term limits and redistricting. Meetings will be set up for Colleen Batchelor to meet with the new legislators shortly after the upcoming election.

Mr. Bowditch then reviewed several Statewide propositions on the ballot that might impact the State budget and the subsequent budgets for contractors with the State.

The Joint Budget Committee (JBC) will receive the quarterly revenue forecast this week.

Legislation that takes effect this year includes Paid Family Medical Leave (effective January 2024 with premiums beginning in January 2023). This legislation requires that all leave for employees be closely tracked.

The Department of Early Education was formed to oversee all Early Intervention (EI) business for the State. TRE's CEO has been assigned to serve on the Rules Advisory Council.

(The PowerPoint presentation is incorporated into these minutes by reference and can be found in the September 21, 2022 Board records for further review.)



V. CONSENT AGENDA

A MOTION WAS MADE BY HEIDI BRANDON, SECONDED BY SARAH BRITTAIN JACK TO ACCEPT AND APPROVE THE ITEMS PRESENTED ON THE CONSENT AGENDA (Community Engagement Meeting Notes dated September 9, 2022, and TRE Board of Directors' Meeting Minutes dated August 17, 2022. Motion unanimously approved.

VI. BOARD COMMITTEE REPORTS

a. Finance and Investment Committee (FIC)

TRE Investments Review

Jessie Martinez, Treasurer shared information from Jason Akridge, Integrity Wealth Investments covering the quarterly review of TRE Investments. While the stocks and bonds markets have dropped considerably, TRE's average loss is better than the national average.

TRE's Investment Policy will be reviewed soon and compared to trends and other indicators. Any proposed changes will be presented to the FIC for consideration.

Financial Statements Review for August 2022

Treasurer Martinez reviewed the financial statements for August 2022. August 2022 showed an approximate YTD loss of \$426,000, monthly loss of \$229,000 as compared to the budget.

Cash on hand has also decreased. Current reporting shows 0.94 months on hand.

Accounts Receivable has increased and mostly due to late payments from the State for services provided by TRE per contracts.

The Income Statement shows that revenue versus income is down. Per member per month services are not meeting the budgeted amounts and Family Support Services Program's (FSSP) budget has been decreased by the State.

Salaries and Benefits are mostly on track with budgeted.

Of note for next month's report, all purchases of new equipment will be allocated to the department/program area that is using that equipment.

Other

Audits are on schedule.

b. Executive Committee

Chair Hartje reported that most items that were discussed have been covered in others report.

Strategic Planning Report Follow-Up and Goal Setting for the BOD – Preliminary dates for this review are either November 15 or 16, 2022. A poll will be sent for Board members and Executive Team to determine date and time.

TRE Board of Directors' Meeting at The Arc Pikes Peak Region – TRE was informed that this meeting will be scheduled in early 2023.

VII. CHIEF EXECUTIVE OFFICER'S REPORT

TRE's Strategic Plan and Operations Report – The Executive Team is in the process of reviewing and updating the current Operations Report. The development of 2023's Operations Plan is beginning.

Leadership Development Plan – A consultant has been engaged to begin the development of this program for TRE. This new program will align with TRE's Cultural Roots and provide opportunities for staff development for all staff.

Mentally Strong Program – TRE is in the process of working with Mentally Strong to assist staff in building resilience and other skills due to the stressful nature of the work and world currently.

Developmental Disabilities Health Center (DDHC) – The clinic's physician, Dr. Emily Johnson, has left the practice. CEO Batchelor plans to meet with leadership of Peak Vista to discuss the issues and offer assistance with the hire of a new physician for the clinic.

Gratitude Event – The next Gratitude Event for donors and community partners is scheduled for November 3, 2022, 5:30-7:00 pm. Invitations will be sent next week. Please plan to attend.

VIII. NEW BUSINESS

October's Board of Directors' Meeting Strategic Focus – Organizational Health, Diversity and Increase Revenue to Strengthen and Sustain TRE.

IX. ONGOING BUSINESS

a. TRE Bylaws

Chair Hartje again reviewed the proposed minor revision to language in Article II, Section 2.2 (d) Representation. The final sentence is proposed to read “*At no time shall a staff member of TRE or an employee, or board member of a service agency serve as a director of TRE.*”

A MOTION WAS MADE BY HEIDI BRANDON, SECONDED BY SARAH BRITAIN JACK TO ACCEPT AND APPROVE THE REVISION AS STATED ABOVE. Motion unanimously approved.

b. 6385 Corporate Drive LLC (Building) and New Altitude Updates
Chris Cipoletti, Consultant updated the group on current activities. The business management software is working well, and other scheduling availabilities will be added soon, most for TRE meeting needs.

Several community organizations are renting meeting space and/or expressed interest.

The Grand Opening celebration for New Altitude is scheduled for November 10, 2022, 4:00-7:00 pm. Please plan to attend.

X. PUBLIC COMMENTS

None.

XI. SCHEDULE OF NEXT MEETING

The next Board of Director's meeting is scheduled for **Wednesday, October 19, 2022**, at 7:30 am at The Resource Exchange and via Zoom.

XII. MOTION TO ADJOURN REGULAR MEETING

A MOTION WAS MADE BY HEIDI BRANDON, SECONDED BY SARAH JACK BRITTAIN TO ADJOURN THE REGULAR MEETING. *Motion unanimously approved.*

The regular meeting was adjourned at 9:10 am.

These meeting minutes were unanimously approved by TRE's Board of Directors at their October 19, 2022 meeting.

SUBMITTED BY:

Colleen Head Batchelor, CEO

RECORDED AND TRANSCRIBED BY:

Tamara Engram, Executive Assistant

APPROVED AS TO FORMAT:

Laurie Huisingh, Secretary
