



BOARD OF DIRECTORS' MEETING MINUTES
Wednesday, February 21, 2024

MEMBERS PRESENT: (via Zoom unless otherwise noted)

LOIS LANDGRAF, Chair
PATRICK DAVIS, Vice Chair – in person
JESSIE MARTINEZ, Treasurer
LAURIE HUISINGH, Secretary – in person
HEIDI BRANDON
TRACI MARQUES
GEORGE MENTZ
DAVE PAUL
SHARON THOMPSON
AMY YUTZY

MEMBERS ABSENT:

SARAH BRITTAIN JACK
BERNARD BYERS
RAQUEL DOMINGUEZ

STAFF PRESENT:

COLLEEN BATCHELOR, CEO
KYLE COX, Navigation Manager
KATHERINE DUFFY, Coordinator
TAMARA ENGRAM, Executive Assistant – in person
DORA FERNANDEZ, IT Project Manager
LORI GANZ, Clinical Services Director
SHELBY GIORDANO, Coordinator
CHARLOTTE GORDON, Coordinator
DON GRAY, Facilities Director
BRANDI GRIFFITHS, Service Coordination Manager
ABBY HOPPER, Coordinator
TAMIE KNERR, Controller
RYAN KUYPER, Learning and Staff Development Director – in person
MEGAN LAWRENCE, SC Lead, Ongoing
KELLY LYNG, Development Director – in person
HEATHER MEIZIS, Quality Manager
COURTNEY MESUNAS, Coordinator

AMELIA MILLER, Coordinator
CALLIE MURPHY, State General Funds Manager
SARAH NOLAN, Respite Programs Specialist
KAREN RICE, EI Billing Manager
HEATHER RICHARDSON, Coordinator
STEPHANIE SAMORA, Contracts and Grants Manager
JEWEL SANDEEN, Intake Coordinator
KITTY SILVERS, Credentialing Authorization and Billing Specialist
GINGER STRINGER, Physician & Community Outreach Specialist
NANCY VIGIL, Navigation and Quality Director
JULIE WHITE, Marketing and Communications Manager
HEATHER WHITWORTH, CFO
CELINE ZABALA, Coordinator

GUESTS:

RUTH ARBER, Connect America
CATE BAZE, Community Member
ASHLEIGH BIEGEL, Community Member
TIM CUNNINGHAM, Cheyenne Village
MEGAN DEVINE, Community Member
VALERIE EDWARDS, Community Member
TIM EVANS, Community Member
JOAIRE GIORDANO, Community Member
BRICE HARVEY, Community Member
BRITTANY LEGLEITER, Community Member
ALISON KAMER, Community Member
SARA LOBATO, Pikes Peak Enterprise Zone, El Paso County Economic
Development Department
LOLA OGUNMOD, Community Member
1 for All Home, Community Provider Agency
JESSE SPAETH, 6385 Corporate Drive LLC Board Member
JENNIFER STREHLOW, Operations Director, 6385 Corporate Drive LLC
and New Altitude – in person
TAMARA TRUJILLO, Goodwill Services of Southern Colorado
504.495.1748 (did not identify)

Without a quorum, the Board of Directors' meeting began with the informational agenda items.

I. MISSION MOMENT AND STRATEGIC FOCUS

Julie White, TRE's Marketing and Communications Manager reminded the group of Charlotte, a child receiving services from Early Intervention. TRE received a very generous grant that funds the purchase of admission to various community venues and events. The ability to purchase these admission tickets allowed Charlotte's family to practice/apply the learning tools they have acquired (from sessions with TRE therapists) in their community.

Charlotte's family along with TRE celebrate her achievements. TRE hopes to continue to offer these opportunities to clients, members and their families throughout their lifetime as needed.

With this goal in mind, TRE, in celebration of its 60th Anniversary, along with New Altitude, is kicking off its Altitude Attitude Capital Campaign project.

The Capital Campaign's focus is to assist with the cost of upkeep of 6385 Corporate Drive, renovate office space, pay off the mortgage, etc. so that funds currently being used for these purposes can be used for unfunded services for the people that TRE provides services to. An additional goal is to build relationships/programs with other community members, agencies, schools to help develop career skills for people with disabilities so that they can find success in their future.

TRE was recently awarded this project after application through the Pikes Peak Enterprise Zone, El Paso County Economic Development Department to pursue the Capital Campaign where donors can be provided with additional tax credit opportunities, volunteer opportunities etc. when donating through the Enterprise.

For additional information on the Campaign and ways to donate, please visit TRE's website – www.tre.org/capital-campaign/ or contact Kelly Lyng (klyng@tre.org).

Ms. Lyng also explained the design concept of the 60th Anniversary logo.

(The PowerPoint presentation is incorporated into these minutes by reference and can be found in the February 21, 2024 Board records for further review.)

II. CALL MEETING TO ORDER

The regular meeting was called to order at 7:45 am by Patrick Davis, Vice Chair.

III. PUBLIC COMMENTS

None.

IV. CONSENT AGENDA

A MOTION WAS MADE BY HEIDI BRANDON, SECONDED BY LAURIE HUISINGH TO ACCEPT AND APPROVE THE ITEM PRESENTED ON THE CONSENT AGENDA (TRE Board of Directors' Meeting Minutes dated January 17, 2024. Motion unanimously approved.

V. BOARD COMMITTEE REPORTS

a. Finance and Investment Committee (FIC)

Financial Statements, January 2024 – The month of January 2024 shows a gain of approximately \$281,000. Year-to-date report shows a loss of \$708,000. The improvement for the month of January is mainly due to diligent back-billing.

Cash on Hand shows a ratio of 0.64 month. Start-up grant monies received. Computers and IT expenses have been paid. Recruitment bonuses are ongoing.

Single Entry Point (SEP) Deferred Revenue will most likely be reduced. Waiting for the final report from the Closeout Review.

Accounts Receivables are high mainly due to billing issues around breaks in service. Should recoup most.

Early Intervention Services (EI) – Payment due in the amount of \$965,000 is at the 45-day contract mark. Staff will follow-up this week.

EI Request for Proposal (RFP) was submitted at approximately 18% increase. TRE is expecting questions surrounding the increases.

Single Entry Point shows a profit of \$32,000.

Accrued Salaries are high, mostly due to timing.

Consultants and IT is higher than budget. Some expenses will be paid by grant dollars.

FTE – the vacancy savings is lower due to overtime.

Payments in preparation of Deferred Revenue Payment \$100,000 was sent in anticipation of deferred revenue payment.

Line of Credit – Drew on the line of credit for first payment for build out on the first floor. Learning Rx expected to move in in early March.

FY 23 Financial Audits are ongoing. No issues have been identified thus far.

State Contract Close Out Audit should be finalized on Friday. TRE is expecting several invoices to be disallowed due to a break in service.

THE FINANCE AND INVESTMENT COMMITTEE RECOMMENDS THE APPROVAL OF THE JANUARY 2024 FINANCIAL REPORTS FOR THE RESOURCE EXCHANGE. Motion unanimously approved.

b. Nominating Committee

George Mentz, Committee Chair reported. One candidate from Pueblo County withdrew their interest in BOD membership.

Jennifer Thornton provided an overview of her qualifications and interest in serving on TRE's Board of Directors.

A MOTION WAS MADE BY HEIDI BRANDON, SECONDED BY LOIS LANDGRAF TO APPROVE THE NOMINATION FOR JENNIFER THORNTON TO SERVE A THREE-YEAR TERM BEGINNING ON MARCH 1, 2024. *Motion unanimously approved.*

The group welcomed Jennifer to the BOD.

The group was asked to please send any other nominations for BOD membership to Mr. Mentz.

c. Executive Committee

Deferred report to CEO Report.

VI. CHIEF EXECUTIVE OFFICER'S REPORT

Statewide Case Management Agency (CMA) Issues

- Several State partner agencies (including TRE) are sent a letter to the Colorado Department of Health Care and Policy (HCPF) and the Joint Budget Committee (JBC) to again express concern and hopefully help them understand the issues caused for all CMAs, PASAs and members due to the following contributing factors:
 - Continuation of workforce crisis (shortage).
 - Case Management Redesign
 - Increased work activities
 - Monitorings
 - HCPF reporting is not accurate
 - Care in Case Management (CCM) System Roll Out
 - Roll out in July
 - Increased inaccurate reporting from HCPF.
 - Increased workload
 - Increased need for numerous corrections due to constant workarounds to workarounds
 - End of Public Health Emergency
 - Breaks in Services are creating backlogs across the State and with County agencies.

As a result of this communication, several members of the group are meeting with members of JBC and HCPF. HCPF and Assured Care (agency that developed

CCM program) are focusing on program fixes. The Governor's Office and OSPE have been informed as well.

CMA Designated Service Agency (DSA) 12 (Pueblo County) – CEO Batchelor reported:

- that monthly Town Halls have been held with Providers and Members of Waiver and Single-Entry Point Services.
- The subcontract for Pueblo County Department of Human Services' (DHS) staff to continue some case management work is finalized.
- Office space in the Wells Fargo building is progressing. The lease has not been finalized yet. However, the tenant finish work has already begun.
- The reception/front desk will be manned effective March 1.
- Many staff have been hired with a start date of March 1. Recruitment continues.
- Training is scheduled and locations secured for said training sessions.
- New staff were introduced. The BOD welcomed everyone to TRE.

Early Intervention (EI) – A meeting is scheduled with the CFO and other representatives of the Colorado Department of Education (CDE) to discuss continued late payments, budget, and contract amendment challenges for FY024.

VII. NEW BUSINESS

TRE Board of Directors Meeting, March 20, 2024 – The meeting will be held at Pueblo County DHS Citizens Support Services Building, 320 West 10th Street, Pueblo CO, 3rd Floor Conference Room. The building does not open until 7:30 am so the meeting start time will be 8:00 am (for the March 2024 meeting only). Virtual attendance is available via Zoom.

Strategic Focus for March 20, 2024 BOD Meeting – Collaboration and Community Partners.

Pikes Peak Area Council of Governments (PPACG) – Sharon Thompson, Board Member shared information on the development of the Long-Range 2050 Transportation Plan. The group is looking at ways to simplify the application process for specialized transportation. CEO Batchelor expressed interest in pursuing this work.

Legislative Update – CEO Batchelor informed the group that TRE is supporting HB1229 regarding presumptive eligibility for members seeking Medicaid. If passed, this will not go into effect until 2026.

The group reminded CEO Batchelor that most are available to testify at the Legislative level when needed.



VIII. ONGOING BUSINESS

a. 6385 Corporate Drive LLC (Building) and New Altitude Updates

Jennifer Strehlow, New Altitude Director shared information on the following:

- Tenant Improvements continue on the 1st floor for Learning Rx's new space. The tentative move in is early March 2024.
- A possible tenant is interested in space on the 3rd floor once Learning Rx moves to their new location.
- New Altitude continues to have a waiting list for office space. Marketing continues for flex desk memberships.
- New Altitude's website will be updated with the Capital Campaign information.
- Research for grants for the start-up of the employment training program.

IX. PUBLIC COMMENTS

None.

X. SCHEDULE OF NEXT MEETING

The next Board of Director's meeting is scheduled for **Wednesday, March 20, 2024, at Pueblo County DHS, 320 West 10th Street, Pueblo CO or via Zoom.** TRE BOD are encouraged to attend in person if possible.

XI. MOTION TO ADJOURN THE REGULAR SESSION

A MOTION WAS MADE BY LAURIE HUISINGH, SECONDED BY HEIDI BRANDON TO ADJOURN THE REGULAR SESSION OF THE BOARD OF DIRECTORS' MEETING. *Motion unanimously approved.*

The regular session of the meeting adjourned at 8:50 am.

These meeting minutes were unanimously approved at the March 20 2024 Board of Directors' meeting.

SUBMITTED BY:

Colleen Head Batchelor, CEO

RECORDED AND TRANSCRIBED BY:

Tamara Engram, Executive Assistant

APPROVED AS TO FORMAT:

Laurie Huising, Secretary

