

MOUNTAIN VALLEY DEVELOPMENTAL SERVICES
January 19, 2010

Board of Director's Meeting

The following Directors were present:

Jim Mason	Larry Mincer	Reggie Jaramillo	Bob Murray
Bruce Robinson	Joan Gantzel	Art Houglan	

The following Directors were absent:

Chris Tolk	Connie Nostdahl
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The following staff was present:

Bruce Christensen	Susan Henderson	Janet Jesse	Sheila Maurer
Dan Kuglin	Brenda Scrimsher		

Review of Minutes:

The Directors reviewed minutes of the Board of Directors meeting held on November 24, 2010. Director Bruce Robinson motioned to accept the minutes as written. Director Bob Murray seconded the motion. All were in favor.

Finance Report:

- Susan distributed an Income Statement and Balance Sheet dated November 30, 2009. She reviewed the line items with the Board.
- Susan reported that the PETI payable amount for year ending 6/30/2010 for the first 6 months of the year will not be collected by the state so it is no longer a payable. The second six months of the year will be paid back to the clients.
- Bruce opened up a discussion regarding slots and lost revenue due to lost slots because of recent deaths and transfers. We are losing about \$17,000 per month in revenue without those slots. We are working very hard and have a plan to get more slots and admit new people.

Directors Report:

- Bruce reported that while one of our clients was in the hospital they had a positive drug screen. All other clients in his residential setting were then tested with negative results. The MVDS investigation process was also started. The client's regular Dr. found that one of his regular prescription medications could cause a false positive. A test done by the Mayo Clinic lab showed a negative response. The State Department of Health report will need to be purged and cleared.

- Bruce stated that we are now posting our annual audits, Board of Directors meeting dates and Board minutes on our website.

Other:

- Susan stated that we are ready to go on to the electronic time keeping payroll system.
- We are looking at changes to our employee health insurance benefit.
- Employees seem to be handling the current salary freeze well.
- Dan reported that we are fully staffed at this time.

The next Board of Directors meeting is scheduled for March 30, 2010 at 11:30 a.m.

Motion to adjourn was made by Bruce Robinson and seconded by Art Hougland. All were in favor.

Meeting adjourned at 12:55 p.m.

Respectfully submitted, Janet Jesse, Office Manager

MOUNTAIN VALLEY DEVELOPMENTAL SERVICES
March 30, 2010

Board of Director's Meeting

The following Directors were present:

Jim Mason	Larry Mincer	Reggie Jaramillo	Bob Murray
Chris Tolk	Joan Gantzel	Art Hougland	

The following Directors were absent:

Connie Nostdahl	Bruce Robinson	Myra Bone
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The following staff was present:

Bruce Christensen	Susan Henderson	Janet Jesse	Sheila Maurer
Dan Kuglin	Brenda Scrimsher		

Review of Minutes:

The Directors reviewed minutes of the Board of Directors meeting held on January 19, 2010. Director Joan Gantzel motioned to accept the minutes as written. Director Larry Mincer seconded the motion. All were in favor.

Finance Report:

- Susan distributed an Income Statement and Balance Sheet dated February 28, 2010. She reviewed the line items with the Board.
- Susan reported that income was down due to vacancies. One new client is expected at the beginning of February. Bruce explained funding methodology regarding vacancies and filling slots. We do expect to admit new people at the end of April.
- Susan also noted that expenses are up due to low staff turnover and therefore increased employee insurance costs and other benefits. If we can fill the client vacancies we should be close to budget on staff benefits.
- The Vail Program Director has resigned and there is no plan for replacement as a cost saving measure. There was some discussion regarding other cost saving strategies.
- A motion for a Board Resolution to open a new checking account at Alpine Bank for the purpose of fundraising was made by Art Hougland and seconded by Chris Tolk. All were in favor.
- A motion for a Board Resolution was made by Larry Mincer to change the 403b employee retirement plan to a delayed vesting plan and requiring an employee match starting on September 1, 2010 and seconded by Joan Gantzel. All were in favor.
- Chris Tolk reviewed and explained Form 990 with all Board of Directors. All were in approval.

Directors Report:

- Bruce informed the Board that our pickup truck is no longer road worthy and we need to replace it for our lawn crew to use this spring and summer. A motion to approve up to \$22,000 for a late model used truck or up to \$30,000 for a new pickup truck was made by Bob Murray and seconded by Art Houglan. All were in favor.
- The Department of Health is requiring upgrades to the sprinkler systems in four of our group homes. We have gotten bids and the best bid is around \$19,000. A motion to approve the bid was made by Larry Mincer and seconded by Art Houglan. All were in favor.
- We have received a substantial rate increase for our employee health insurance renewal. There was a long discussion regarding changing plans offered, decreasing coverage, asking for employee contributions to the coverage and more. Bruce asked for Board authorization to renew with the same insurance carrier with a PPO5 plan, but offer employees the opportunity to buy up to the PPO4 or HD15 plans. Art Houglan made a motion to accept this plan, Chris Tolk seconded the motion. All were in favor.
- Bruce opened a discussion regarding HCPF's issue of potential for conflict of interests for CCB's that provide both case management and direct services. A committee has been appointed and will be looking at the potential need for system redesign. A report is due by the end of May. It is very important to have parents and board members attend hearings at which public input will be taken to show the value of locally available case management services.

Other:

- A Board budget committee meeting is needed in May. President, Jim Mason, appointed a committee comprised of Larry Mincer, Chris Tolk, Jim Mason, Susan Henderson and Bruce Christensen. The committee will meet on May 25, 2010 at 10:00 am
- A grant for \$20,000 to \$30,000 was designated for an addition to a house in Rifle. That addition is no longer an immediate need and we would like to re-allocate the money to the group home in Rullison to add living space to accommodate another resident. We will need approval from the granting authority.

The next Board of Directors meeting is scheduled for May 25, 2010 at 11:30 a.m.

Motion to adjourn was made by Art Houglan and seconded by Bob Murray. All were in favor.

Meeting adjourned at 1:35 p.m.

Respectfully submitted, Janet Jesse, Office Manager

MOUNTAIN VALLEY DEVELOPMENTAL SERVICES
July 20, 2010

Board of Director's Meeting

The following Directors were present:

Myra Bone	Reggie Jaramillo	Bob Murray	Bruce Robinson
Chris Tolk	Joan Gantzel	Art Houglan	

The following Directors were absent:

Jim Mason	Larry Mincer
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The following staff was present:

Bruce Christensen	Susan Henderson	Dan Kuglin	Janet Jesse
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Review of Minutes:

The Directors reviewed minutes of the Board of Directors meeting held on May 25, 2010. Director Art Houglan motioned to accept the minutes as written. Director Joan Gantzel seconded the motion. All were in favor.

Finance Report:

- Susan distributed an Income Statement and Balance Sheet dated May 31, 2010. She reviewed the line items with the Board.
- Susan predicts that the end of year numbers should be close to the projected budget.
- Susan reminded the Board that the auditors will be here in August

Directors Report:

- Bruce informed the Board that Director, Connie Nostahl, has resigned her position. It is time again to start actively recruiting new Board members. Some potential people were discussed.
- We also have a new resident moving into Columbine House in Carbondale, which will bring us back to capacity there. We still have one vacancy at one of the Rifle group homes but have finally been successful in filling the majority of the vacancies that resulted from the 4 deaths last year.
- We have a bid for \$37,000 for the addition to the group home in Rulison. This will allow for better accommodation for one more person who has moved in there.

- There was lots of discussion regarding the case management conflict of interest issue. We had very good representation at the public hearings in Denver and Grand Junction. Bruce understands that the report will recommend two options. The first would be the total separation of Case Management by some time within the next two years. This is being recommended on a vote of 9-8. The minority recommendation, which was supported by 8 members, will recommend providing an array of choices for families one of which would be the continuation of the current system. This will now go to the legislature in January for consideration.
- The Family Support Services Program (FSSP), which provides direct support to families caring for a family member under 21 years old in the home, may be eliminated from the State in September. We are trying for grants to use for emergency funds for families in need.
- This is the last year that the State is contracting for the financial auditors. We can now hire our own choice and can look for bids. There was a discussion regarding the advantages and disadvantages.
- Bruce joined the Board in congratulating Susan on her 30 year anniversary with MVDS.

The next Board of Directors meeting is scheduled for September 14, 2010 at 11:30am

Motion to adjourn was made by Art Houglund and seconded by Reggie Jaramillo. All were in favor.

Meeting adjourned at 12:30 p.m.

Respectfully submitted, Janet Jesse, Office Manager