

Mountain Valley Developmental Services, Inc.

Board Meeting Minutes

January 8<sup>th</sup>, 2020

**Opening:**

The regular meeting of Mountain Valley Developmental Services, was called to order at 11:35am on January 8<sup>th</sup>, 2020 at 700 Mount Sopris Drive, Glenwood Springs, Colorado by: Charlie Willman

**Present:**

Membership: Charlie Willman, Board President; Judy Oakes, Steve Macdonald, Melissa Knutson, Myra Bone

**Staff:**

Sara Sims; Ksana Oglesby; John Klausz; April Stroder; Jacob McMillan; Brenda Scrimsher

**Introduction of Guests:**

Denise Rahe Special Ed Director for Colorado River BOCES

**Approval of Minutes:**

Moved by Steve, seconded by Melissa to approve minutes from November 13<sup>th</sup>, 2019.

**Member of Public Comment:**

None Present, No comment.

**Finance Director's Report:**

Review of financial statement- Presenting of November 30, 2019 financial statements it shows the following, we have collected grant revenue which is significant increases from PY. Revenue was at 144,675 ahead of budget YTD. Revenue is higher this year then prior years due to collection from E.I billing and outings that are allowable by Medicaid whereas prior years we were not able to bill evenings and weekends. HB-1407 revenue is continuing funds

that are being utilized for raises, insurance, and bonuses for DSP staff. Current DD waiver enrollees are at 96 with currently 89 of those individuals are being served by MVDS. We have two new enrollees and we have two potential new enrollees. We have group home rate increases that will go into effect January 1<sup>st</sup>, 2020. Moved by Steve to approve financial statements seconded by Myra, motion passed unanimously.

### **Executive Director's Report:**

Presentation of Revised Policies- Asking approval from the board for two revised policies.

Prevention and Reporting of Mistreatment, Abuse, Neglect and Exploitation- MVDS PASA: A motion to approve subject to final Board approval via email vote was provided by Myra, seconded by Steve, motion passed unanimously

The Family Caregiver Service Delivery Model- MVDS PASA. A motion to approve subject to final Board approval via email vote was provided Judy, Myra seconded, all in favor motion passed unanimously.

Set BOD meeting date for June- Move of board meeting to June 24<sup>th</sup>, 2020 Melissa moved to approve, Judy seconded, motion passed unanimously.

Replacement of Computers- Sara requested approval to spend up to \$50,000 dollars to approve replacement of desktops. This is a capital expenditure. Motion to approve by Steve, Seconded by Myra, motion passed unanimously.

### **Staffing Update:**

Jake McMillan provided information on the switch from ADP to Paycom there is some turnover discrepancies but as of currently it shows that turnover is down 8%. We are trying zip recruiter, and we have a job fair coming up for MVDS and we remain to have success with indeed and social media to fill positions.

### **Board Membership:**

Charlie presented information on membership term expirations and nominated the four expiring members: Chris Tolk, Steve MacDonald, Myra Bone, and Melissa Knutson to additional 3 year terms. Charlie motioned and Judy second the motion; motion passed unanimously. These are three year terms which will expire in January of 2023.

Charlie also presented information on expiring Officer terms and nominated Chris Tolk for Vice President, Judy Oakes for Secretary, Steve MacDonald for Treasurer, and Charlie Willman for President. Charlie motioned and Steve second; motion passed unanimously. These are one year terms which will expire in January of 2021.

We have currently three vacancies. The Board will vote at the next meeting on Denise Rahe to fill one vacancy. Sara and Charlie will be meeting with another candidate next Monday; and Sara continues to seek a representative from Valley Settlement Program.

**Client Representative Report:**

Judy reported that the self-advocacy group has been growing. Topics that were discussed last month was that they would like to have more notice for medical appointments and they would also like to know if there is more staff to go on outings that they want to attend. They also discussed reporting problems with safe driving, and safety with current road and sidewalk conditions. The self-advocacy group has really focused on safety and problems that are occurring, and what they can do to solve the problems.

**Adjournment of Public Meeting:**

The meeting was adjourned to executive session at 12.50 pm.

**Executive Session:**

Executive session began at 12:50 pm and adjourned at 1:45pm.

**Next Board Meeting will be held on:** March 11<sup>th</sup> at 11:30am

**Minutes submitted by:**

April Stroder

**Approved by:**

Steve MacDonald and Melissa Knutson