

Mountain Valley Developmental Services, Inc.
Board Meeting Minutes
January 12, 2022

Opening:

The regular meeting of Mountain Valley Developmental Services, was called to order at 11:31 am on January 12, 2022 at 700 Mount Sopris Drive, Glenwood Springs, Colorado by: Charlie Willman.

Present:

Membership: Judy Oakes, Chris Tolk, Brian Wilson, Myra Bone, Charlie Willman, Debbie Anne Moeller, Melissa Knutson, Denise Rahe, Steve MacDonald.

Staff:

Sara Sims, Ksana Oglesby, Sarah Brotherson, Brent Basham, John Klausz, Courtney Little

Introduction of Guests: None.

Declaration of Conflict of Interest: None

Public Comment: None.

Approval of Minutes:

There was a motion by Chris Tolk; seconded by Myra Bone to approve minutes from October 27, 2021 (with correction listed below) and November 10, 2021; All in favor; motion passed. Correction to October meeting minutes: Charlie isn't listed as member present but was in attendance at the meeting.

Director's Report – Sara Sims

1. **COVID Update:** outbreaks in 5 of our group home - approximately 30 staff/residents testing positive; cold-like symptoms, no hospitalizations, no deaths, complying with CDPHE. Art on 8th is open and we do have a few people reporting to work in the Greenhouse, as long as we can avoid cross-contamination.
2. **Strategic Plan:** started this process will culminate in March/April, will be seeking input, will be much shorter than prior one, and will submit to HCPF as part of our CCB application.
3. **Policy Update:** II.3.0 change name to "Hiring Practices and Treatment of Employees" updated with Chapter 24 QMAP background check language, clarified discretionary bonuses, & updated references to internal procedures and language. Same changes for II.3.1 Compensation policy.
 - a. Motion to approve policy changes by Steve MacDonald, second by Melissa Knutson. All in favor; motion passed.

Finance Report – Ksana Oglesby

1. **Review of Financial Statement:** We are ahead of budget YTD as of November. Primarily due to additional HHS funding that we were able to obtain. Raises went into effect 11/1/2021, so financials show only one month of impact.
 - a. Motion to approve November, 2021 financials made by Denise Rahe, second by Chris Tolk.
2. **Health Insurance Update:** we switched to an Individual Coverage HRA plan for insurance this year. This allows employees to get insurance through the Marketplace and then MVDS pays those premiums on their behalf, rather than having a group plan. This helps us keep our insurance costs about the same as they were in 2021 instead of the 32% increase we were presented for 2022. It also provides employees with additional options for coverage.
3. **Grants, Colorado Gives Day & End of Year Giving:** We had our best year ever with Colorado Gives Day and received about \$9,000. Our grants have been fairly consistent with the past year. We have been pursuing some additional grants, as well. We also received an additional \$90,000 in HHS funding.
4. **Update on Recently Adjusted Pay Scale:** Consensus is that our recent increase has increased the number of new employees coming our way. We appreciate the Board's willingness to work with us through all of these rate increases and are happy to report a positive impact on hiring and retention.
5. **Stock Donations:** we had several stock donations at the end of 2021. In order to receive these donations, we had to open an account with Edward Jones.
 - a. Charlie motioned that the Board authorize the opening and closing of an account to receive the donations through Edward Jones and the appropriate and necessary officers be able to sign; second by Steve MacDonald. All in favor; motion passed.

Staffing Update – Courtney Little

We have hired 21 employees since the raises went into effect November 1, which is just about half of the positions that we had vacant on that date. We have only had 1 employee voluntarily resign since the raises went into effect. We have a 12% turnover rate currently, for the same time period last year we were at almost 20%

Board Membership/Election of Officers – Charlie Willman

Motion to approve re-election of officers slated and for Debbie Anne to begin her 3 year term by Judy Oakes; second by Chris Tolk. All in favor; motion passed.

Report from Representative of Individuals Receiving Services – Judy Oakes

Brian reports that many of those in our services are stuck at home right now, but all seem to be doing okay. The group is still not meeting in person due to the PHE.

Other Business: None.

Adjournment of Public Meeting:

Judy Oakes motioned to adjourn the meeting, second by Melissa Knutson; All in favor. Regular session adjourned at 12:09pm. Moved into Executive Session at 12:10pm.

Myra motioned and Chris second the motion to move out of Executive Session and back into Regular Session at 1:08pm.

At 1:09pm, Chris motioned to adjourn the meeting and Myra second; All in favor.

Next Board Meeting will be held on:
Wednesday, March 9, 2022 at 11:30am.

Minutes submitted by:
Sarah Brotherson

Approved by: Myra Bone and Judy Oakes