



Board of Directors Meeting
Wednesday, May 13, 2020
11:00 a.m. via Zoom Meeting

Call to order

Welcome

11:00 a.m. Review of April minutes for approval (Attached)

Review and acceptance of digital vote: None

COVID19 Operations -

- General staff info/assignments/operations
- Welfare Survey (over 3,000 calls made to date)
- Interpreting Services & the future
- New tools: Dropbox, DocuSign, Evernote, TMS, Zoom, MailChimp
- New staff: updated onboarding needed
- Work From Home Policy (VOTE)
- Managing performance remotely
- 4-Phases of COVID19 & physical offices
- CARES Act Funding/budgeting

Financials - Anne Marie Yanez & RMM

- Review P&L and Balance Sheet
- CDLE - revised invoices being prepared for indirect costs
- A/R Invoicing schedule
- CDLE (State General Funds) 2020/21 Budget (VOTE/Attached) Risk Assessed budget backup
- ACM Audit push-back end of June

Executive Director Report - RMM

- Performance evaluations/Salary Projections
- Alt. Bonus committee meeting and will have recommendation: 6 days PTO/equivalent - recommending 4 days PTO to max equivalent for equal representation
- Certificate of Medicaid issues - personal information questions to board of directors
- Benefits Committee evaluating 403B plan

Old Business -

- 2020 Board Recruitment

New Business -

- Prep for Mark Holdt consulting June
 - SWOT Analysis
 - Constituent Input
 - Critical Issue identification
 - Aspirations

Adjourn

Next Meeting: June 24, 2020 11:00 a.m.