

Connections for Independent Living

Board of Directors Regular Meeting Minutes

Wednesday, November 17, 2021 @11:00 a.m.- digital meeting room.

Attendance in the meeting:

President-Mary Jo Brockshus, Secretary-Elizabeth Mahoney, Member-Kate Howell, Executive Director-Rochelle Miller, Transitions Director-Brad Taylor, Finance and Admin. Manager-Carol Cochrane

Absent from the meeting:

Member-Lou Steinberg, Member-Erica Barraza

President Brockshus called the meeting to order at 11:08 a.m.

President Brockshus inquired if there were any questions concerning the minutes from the October meeting. Secretary Mahoney moved to approve the minutes of the October 20, 2021 Board of Directors meeting with two punctuation items corrected. Member Howell seconded. Vote taken. Motion approved unanimously.

Financial Report

The A/R Aging report indicates that the receivables are under control. Board members commented that it is much improved over the prior year. ED Miller stated that the few new customers in over 60 days are notified and we should have payment soon. The one over 90 days listing is expected to have a meeting later this week.

Executive Director Miller shared the financial dashboard presenting the budget vs. actual numbers for October. She explained that total expenses and total revenue for the month were in line with the budget. There is a small loss for the month, but this is normal for Connections as it operates on a pay and then receive reimbursement methodology. We are on track for the year as both income and expenses are at eight percent of the yearly amounts. When the issue with UNC is resolved, some of the incoming cash will be used to reimburse the savings account.

The profit and loss statement shows the awarded grants in both the costs and grants section. The five core services are direct costs. All salaries are represented. There is no direct coverage for administration fees or housing and sign language programs. The board briefly inquired as to the presentation of fees in the professional service area. ED Miller explained that by separating ongoing accounting support from the more project based audit and legal fees the visibility of each type of expense is improved.

The financial committee has not met since September. Therefore, there is no financial committee report at this time.

Mr. Taylor entered the meeting to provide a presentation on the Transitions program at Connections. He explained how the process works to enable a participant to transition from a nursing home to independent living. A person may self identify as wishing to transition or utilize other agencies that explain options and provide counseling on transitioning out of a congregate care facility. These agencies then refer the person wishing to transition to Connections or to another transition agency. Once identified as a candidate for transition with Connections, the Transitions department begins to identify what the person would need to transition. These items include special equipment, location of an accessible apartment and who else should be on the transition team. Next, numerous risk assessment meetings are held with the team. Each meeting takes the process one step further if the risks are deemed manageable. At any point in the process it could become apparent that the candidate would not be able to successfully transition and the process is stopped. If all requirements are met, a Connections partner agency locates suitable housing. Connections then assists the person in setting up the apartment with up to \$1,500.00 of government funds provided for that purpose, ensures that home health care and social workers are engaged and that all necessary supportive care items are secured. The Transitions Coordinator may follow-up with the person for up to one year.

The board asked follow-up questions concerning the length of time to transition, the average age of a person transitioning and the attitude of nursing homes and their willingness to participate in the program. Mr. Taylor responded that the average time is six months with finding a suitable apartment the biggest stumbling block. Fifty is the average age, though currently the person in transition is in their thirties. Congregate care facilities are mandated by law to assist in a qualifying individual's transition, so this former stumbling block has been mitigated. Mr. Taylor left the meeting at 12:13.

Operations and Executive Director Report

ED Miller began with a statement that the state audit final meeting is scheduled for 1:30 Friday afternoon. It is a Zoom meeting and all are welcome to attend.

Connections hosts the Northern Colorado Health Bus on December 20th from 10:00 am to 6:00 pm in the parking lot for COVID-19 vaccination shots (1st, 2nd, or booster) and the flu shot. We also were successful in scheduling the Health Bus for Wray on the 21st and Yuma and Haxton on the 22nd. As there is no cost to Connections for the actual bus clinic, we will advertise in area newspapers the bus availability using COVID-19 vaccine funding. We will also publicize the events on social media. If a person discloses

a disability and receives the COVID-19 vaccine they will be eligible to receive a \$25.00 gift card.

The Program Performance Report is due in December to the Federal Government. This supports Connections funding as a Part C/OILP participant.

The housing waiting list was open in October. Many individuals took advantage of this and housing was extremely busy. We are in the beginning stages of cross training some of the Independent Living Specialists in areas of housing in order to mitigate this problem in the future. Connections received more leads on grants for housing and plan on applying in the Spring for the ENT credit union grant.

Connections received the Life Stance interpreting contract for all their front range facilities. They offer psychiatric services. Next week there is a business meeting to discuss interpreting items. The letter notifying interpreting clients of a price increase along with an enclosure providing five tips for business owners when acquiring interpreting services will be mailed December 1, 2021. The meeting with UNC is rescheduled for tomorrow November 18, 2021.

A few updates to the Connections Employee Handbook will be presented at the December board meeting.

The December 6, 2021 All Hands Meeting will take a moment to honor Colin Morey's memory. If you attend, please wear Star Wars attire if you have any. There will be a "Life Tree" in the Connections lobby for anyone wishing to place an ornament in his memory. Sunday December 5, 2021 is the Lights of Hope memorial service from 4:30 to 6:00. This is an annual event offered by the Community Grief Center. The luminary for Colin will be displayed.

Connections will be honored by The Arc of Weld County at 4:00 pm on the 4th of December via ZOOM. If you would like a link to this celebration, please let us know.

There will not be a holiday lunch on Dec. 8, 2021. We are looking into the possibility of having a grab-and-go event coinciding with the Vaccine Bus on the 20th of December.

Discussion and approval of the proposed board meeting 2022 calendar was tabled until the December meeting.

Colorado Gives Day is December 7, 2021. Staff members are recording 1 minute videos to present on social media encouraging giving to Connections during this event.

The next board meeting is on December 22, 2021 via ZOOM at 11:00 a.m.

Secretary Mahoney moved to adjourn the meeting. Director Howell seconded. Motion passed unanimously. The Board adjourned at 1:08 p.m.

Respectfully submitted, done to the best of my belief and ability, by Carol Cochrane.

APPROVED AT BOARD MEETING held December 22, 2021.

Affirmed by:  23CEE8C0941748B... Date: 1/3/2022 | 4:53 PM PST
Elizabeth Mahoney, Board Secretary