

**Connections for Independent Living  
Board of Directors Meeting  
October 26, 2023**

Meeting attendees:

Elizabeth Mahoney, Chair  
Rochelle Mitchell-Miller, Chief Executive Officer  
Tim Wilson, Board Member  
Mary Jo Brockshus, Board Member  
Joshua Fulenwider  
Kate Howell, Vice Chair  
Lou Steinberg, Treasurer  
Tony Gonzalez, Secretary

Absent:

none

**Meeting called to order by Elizabeth Mahoney, Chair** at 9:39 am

**Board Review of the September 2023 Minutes by Elizabeth Mahoney, Chair** at 9:39 am

1. Motion to approve the minutes by Kate
2. Tim Wilson seconded the motion
3. All in favor to approve as they are.

**No Digital Vote - Elizabeth Mahoney, Chair** at 9:39 am

**Director Dashboard Update by Rochelle Mitchell-Miller, Chief Executive Officer** at 9:39 am

- A. Attended April Conference Association for Program and Rural Independent Living Centers last week with Heather Barnes.
  - Learning how to use AI and products like ChatGPT to translate into basic language, art and infographic pictures that are more visual and available in languages other than English.
  - Time with Grand Junction's David Nelson
  - Undivided attention with Paula McElwee, our Federal CIL contact
- B. Attended a Colorado Cross Disability Coalition Meeting yesterday.
  - First time ACCIL was invited to attend this in many years.
- C. The Interpreting Department will be phasing out as of next week.
  - This was a decision from Karen primarily.
  - Josh asked: What happens now if people come to us for deaf services? 3 other local (CO) agencies we will refer people to.
  - Forwarding information for Colorado Commission for the Hard of Hearing, Deaf, and Deaf Blind (The Deaf Blind Council) will determine about a video-relay on demand online service. It seems like the pricing is very affordable.
  - Elizabeth Mahoney asked how the staff were doing? Rochelle Miller reported that they do not know.
  - Tim asked what is the plan for the website? Where is the funding going to come from to make that happen? Rochelle said she had a contingency plan already started. That will be part of our shut down and change process next week. Links will be redirected to the Deaf Blind Council, Sorenson and a few others. It will take Jessica a few hours - ½ a day to do this. For financials,

we will focus on collecting any outstanding monies and phase Karen to be with us through the end of December 2023.

- Tony joined the meeting at 9:56 am and Elizabeth Mahoney brought him up to speed about this. Rochelle will put together a written release that goes to staff (after Elizabeth looks at it) so we can flush out any questions. Take time to process this and ask questions to Rochelle.

### **Monthly Financial Reports** at 958 am

#### **Profit and Loss**

- These financials and projections will look different without the Interpreting Department.
- Looked at net profit for the month. Looked at expenses - major expense is interpreting (always), contract labor and salaries. Basically, we are at 99% towards the budget for the year.
- The board looked at the visual graphics of Projected Fiscal Year 2023 and Actual.
- Rochelle asked that further discussions about the Interpreting Department will go into Executive Session 10/31 at 12:30 pm on zoom as it involves HR matters.

#### **Annual P&L**

- Looked at total income and total expenses for the year.
- We have not received income from the ACCIL Retreat yet. That will be in our final year end reimbursement numbers. We will have the trial balance done at the end of October/beginning of November. No major adjustments are planned for.
- Overall, we did well last year and can put a substantial amount back into reserve.
- ADP IRS funds are still pending (staff was overpaid with their Old Cost of Living Increase and their New Cost of Living Rate - it just didn't get overwritten) This is how we handled it. At the end of the month, they will get paid 63% less this upcoming payday as they got to keep that money (prepaid for their work).

Michele please get with Lou and Elizabeth about the old calendar Board Meeting invites.

### **Update by Josh Fulenwider** 1015 am

I am the COO and Director for CIL. I oversee the day to day programs.

#### **Independent Living Program Reporting**

- Current staff and new staff are all going through the training program. Focused on consumer experience and I&R Caller (consumer wants extended services in the form of a independent living plan) and I&R Caller (needs one resource)
- 564 consumers served (disability identified)
- 451 unique I&R calls served (doesn't have to identify with a disability)
- Over 50% of I&R have disabilities

#### **Highlights:**

- Housing 377 unique service
- I&L Skills 564
- I&R Services for Consumers 1341 services
- Unique I&R Callers 1186 services

**There are 8 IL Speciality (5 in Greeley and 3 in the Outreach Team)**

- One Outreach member is Heather who is a VIP Specialist too

#### **IL Skills**

- Favorite story - an individual Irish Immigrant who was Deaf (ISL) and he worked with Amber over 6-8 months and met all of his goals. He came to the US to find a job to be a part of his child's life. He built a resume, job search, job, housing, driver's license, purchased a car, and insurance.

Questions? Lou asked what kind of job skills he had.

Joshua shared he did a graphic design type position (work from home).

Rochelle shared that we are really keeping track of the increase of our digital impact from the website, google notes, I&R Calls for consideration by the Feds. We count them in our numbers but they are not considered Federally yet.

Elizabeth Mahoney asked if the Digital Equity program will help with this. Rochelle pointed out that this was a state program. This is a big campaign push for us.

#### Youth 2 year CO Grant from Parks and Wildlife

5 activities - 3 State Park, Horsebuds (best attended), CO Youth Outdoors Archery and Fishing

15 youth reached (ages 14-17)

8 or more events this summer (2024)

Reaching out the schools and their SWAP Programs (Centennial BOCES and Weld RE4/Windsor) - will keep pushing out to them

Lou has some contacts from School District 6

#### Weld County Youth CHAFEE Program

Mimics what a transition from a nursing home would look like

Dependent on vouchers - IDD (Hidden disabilities) and Mental Health Disabilities

Rochelle Miller talked about the national and state housing crisis

#### BEC (Benefits Enrollment Counselor) Grant application submitted

##### Non-Attorney Rep Program

VIP Program - This program is tailored to the veteran. Our assistant helps the Veteran find resources. We are at 12 and there are more incoming. Giving the vehicle to Heather due to all the miles she has to drive.

Lou asked if they don't use the budget does it carry over? Josh shared that normally the case is they are overspending the funds not underspending. Heather helps them track their spending plans and keep it on track. Lou asked what disability % they need to be at? Josh told him to reach out to his VA representative.

They have to qualify through an assessment at the Veterans Affairs. It is dependent on the Director of the VA Clinic. The Cheyenne VA Director is favoring this program and the Denver VA Director is less favoring. Josh volunteered to talk to them if needed.

- Rochelle said we must continue to build State Representative relationships and must be built and maintained to build disability advocates.
- Elizabeth suggested perhaps we look for a Veteran for this role when it goes to a full-time status.
- We will be able to pay a decent wage for this position.

Rochelle said giving hats off to Josh as he replaced all the ceiling tiles, soap dispensers, grinding on the sidewalk, thermostats and fixed the toilet. The IL team is really thriving.

#### **Old Business by Elizabeth Mahoney, Chair** at 1052

2024 Board Meeting Calendar - 1st Tuesday of the month except for Jan, July, Dec 1230-2 pm

**New Business by Elizabeth Mahoney, Chair** at 1053

Elizabeth talking to a potential board member. Still actively seeking Board Directors (9 is ideal).

Executive Committee Update - coincides with the Quarterly Finance meeting. After the Finance meeting but probably not in the same month. Looking at the second Wednesday from 1230-130 starting in February 2024.

One more Board meeting this year and Staff Holiday Luncheon, December 6, 2023 at 1 pm at Austin's American Grill, 1100 8th Avenue, Greeley, CO.

Meeting adjourned at 1100 am.