



InspirationField Board of Directors Monthly Meeting Minutes

January 8, 2024 / 1:00 pm

612 Adams Avenue, La Junta, CO / Tiger Field Boardroom

1. Call to Order

President McIntyre called the meeting to order at 1:06 pm.

2. Roll Call

There were sufficient members for a quorum.

A. Members Present

Elaine McIntyre - President

Pat Finkner - Treasurer (Google Meet)

Jennifer Snyder - Secretary

Nate Clem - Board Member

Margie Gardner - Board Member - (Google Meet)

Marty Fleischacker - Board Member

Janette Bender - Board Member

B. Members Absent

Steve Berg - Vice President

Kayla Kaminsky - Board Member

C. Staff Present

Johnnie DeLeon - Chief Executive Officer

Cameron Salzbrenner - Chief Financial Officer

Ryan Denahy - Adult Services Director

Niki Liddle - Director of Nursing

Brittany Baylor - Community Relations Director

Kirsten Bonds Human Resources Director

Brian Gauna - Program Supervisor

Thomas Workman - Program Supervisor

Shaun Rains - Program Supervisor

Parker Bickel- Network Administrator

D. Staff Absent

Nicole Baylor - Community Supports Director

Julia Hoeppner- Program Supervisor

3. Public Comment

President McIntyre wished everyone a Happy New Year and welcomed the New Board Members with self introductions. Conflict of Interest statements are due again for the new year, sent to those that are joining via Google Meet or absent at this time. DeLeon mentioned that Finkner had a birthday in December and recently had surgery. DeLeon will be taking her a slice of cake and card later today. DeLeon did recognize Snyder in person for her Birthday and presented her with a card and slice of cake. Baylor mentioned that DeLeon and Denahy also have Birthdays, each receiving a slice of cake.

4. Approval of Monthly Meeting Minutes

Motioned by Finkner and seconded by Snyder and carried unanimously to approve the November 6, 2023 meeting minutes with corrections.

Motioned by Clem and seconded by Snyder and carried unanimously to approve the December 4, 2023 meeting minutes with corrections.

5. Approval of Special Board Meeting Minutes

Motioned by Clem and seconded by Garner and carried unanimously to approve the December 18, 2023 Special Board meeting minutes with corrections.

6. Approval of Financials - Salzbrenner reviewed with the board the October and November 2023 Income Statements and Balance Sheets and explained the items of interest, which are highlighted with corresponding footnote explanations.

Fees for Medicaid Funded Services – Final billing for State SLS and FSSP including back billing from Otero County - \$53,880.58.

Public Support-Contributions/Fundraisers – Salzbrenner Indicated that there were expenses for Monster Bash (-\$4,306)

Work Activities/Store Revenues - Salzbrenner indicated \$514 from the Mobile Crew

Other Revenue – Salzbrenner indicated Pending Grants (CDOT \$182,119)/Sale of South 2nd (\$225,000)/Sale of Vehicles (\$15,000).

Salaries & PTO – Salzbrenner indicated the monthly variance \$315,382.28. 11 FT vacancies (7 DSP & 4 Admin).

Rent/Utilities- Salzbrenner indicated Scissor Lift Rental (\$2,171).

Building/Equipment and Maintenance - Belleview Apartment Repairs \$3,163/5 Star Gate Repairs \$1,486.

Compute Supplies - Salzbrenner indicated Therap Annual Renewal \$15,035/Fast Bar \$1,952.

Client Assistance- Salzbrenner indicated FSSP \$11,590.

We ended October with a monthly net income of \$21,846.05 and a Year to Date net loss of (\$30,588.25).

Salzbrenner reviewed the Balance Sheet as of 10/31/23. I.F. Cash Accounts were at \$826,444.04 and the Operating Account was at \$625,124.85. The Designated Funds for Building/Equipment/Maintenance balance was at \$68,875.46, the Designated Funds for the Global Treasurz Building Expansion balance was at \$64,295.23. Total Current Liabilities were at \$642,738.40. Total Long Term Liabilities were at \$797,234.18 Current Year Retained Earnings were at (\$30,588.25).

Fees for Medicaid Funded Services – November 2023 See attached MW Resources count for billable resources \$22,664.88.

Public Support-Contributions/Fundraisers – Salzbrenner Indicated Monster Bash (\$10,773).

Other Revenue – Salzbrenner indicated Pending Grants (CDOT \$182,119)/Sale of South 2nd (\$225,000)/Sale of Vehicles (\$15,000), Catering (\$3,883), Van (\$2,025).

Salaries & PTO – Salzbrenner indicated the monthly variance \$293,692.21. 12 FT vacancies (8 DSP & 4 Admin).

Building/Equipment and Maintenance - Belleview Apartment Repairs (\$4,483)

Medical & Other Supplies/Equipment - Year End Events - Decor/Prizes/Awards (\$4,417)

Food - Admin-BOD/Thanksgiving/Annual Dinner/Santa's Workshop/Volunteer (\$6,052)

Other Expenses - Q3'21 UI Claims(\$12,973)

We ended November with a monthly net loss (\$11,841.09) and a Year to Date net loss of (\$42,429.34).

Salzbrenner reviewed the Balance Sheet as of 11/30/23. I.F. Cash Accounts were at \$827,687.83 and the Operating Account was at \$748,469.43. The Designated Funds for Building/Equipment/Maintenance balance was at \$68,977.16, the Designated Funds for the Global Treasur Building Expansion balance was at \$64,296.81. Total Current Liabilities were at \$668,380.97. Total Long Term Liabilities were at \$781,726.20 Current Year Retained Earnings were at (\$42,429.34).

Motioned by Bender and seconded by Clem and carried unanimously to approve the October 2023 financials.

Motioned by Bender and seconded by Finkner and carried unanimously to approve the November 2023 financials.

Department Updates

7. Human Resources Director Report – Kirsten Bonds

- Bonds reported that we had 1 separation in November and we had 4 new hires.
- Bonds reported that IF has vacancies: 4 DSP positions and 5 admin positions, 9 Total in November. Turn over rate for the month of November was 1.1%. The YTD turnover ratio is 46.6%.
- Bonds reported January 11, 2024 the agency is holding open interviews in the commons..

8. Adult Services Director Report – Ryan Denahy

- Denahy reported 5 Star Automotive Shop does offer a 10% discount for employees except for tires as the agency would lose money because our tire prices are low..
- Denahy reported at the end of December Zeke Vigil retired just shy of 10 years. Zeke has agreed to stay on part time to help with the Global project and work up to 20 hours per week.
- Denahy reported that Darrien Biggs was promoted in December as the Facilities Manager.
- Denahy reported that the agency will be accepting a new Individual into severices from Trinidad.

9. Community Support Director Report – Nicole Baylor

- None at this time.

10. Community Relations Director -Brittany Baylor

- Baylor reported the agency received information on the Early Intervention RFP at the end of December. Due date is February 14,2024 to apply.
- Baylor stated the Mardi Gras event is Coming up on February 17, 2024 in the commons from 11:00AM-4:00 PM. Live and Silent Auctions. Free admission, but if choosing to eat they will need to purchase their meal. Sweet Inspirations Catering will serve a Crawfish Boil and Chicken Jambalaya, more information on Facebook and agency website.
- Baylor mentioned the Childrens Christmas party was held last month with about 55 in attendance.

11. Chief Executive Officer Report - Johnnie DeLeon

- DeLeon reported the agency was able to receive an increase for the Early Intervention Contract. This is something that has been asked for several years and it's good to see a huge increase of \$67,789.
- DeLeon reported on the governor's budget for an Increase on July 1, 2024 for DSP wages to be increased to \$16.55 from its current rate of \$15.75, prior to that it was \$15.00.
- DeLeon reported on the Governor's Proposed common policy rate of 1.0 %, which affects admin and non-DSP Alliance staff is lobbying for a 2% vs. 1% increase. Exempt staff are sitting at minimum \$55,000 or could be hourly employees in the future.
- DeLeon reported Long Term Rates for CCB's will have a hearing in March and waiting on potential. The geographic modifiers for rural CCB's and/or PASA's.
- DeLeon reported on the Children's Halloween party, it was very heart breaking when Baylor reported this will be the last big childrens event we will be able to do. We are not able to keep the families information due to the CFCM requirements and deleting contact information.
- DeLeon mentioned that South 2nd Group Home has been on the Market for a year. and Dropped that price range to \$245,900.
- DeLeon stated that the agency received a Grant of \$10,000 from Colorado Trust Board Member Betty Velasquez nominated Inspiration Field for the Grant. Thank you from Inspiration Field!
- DeLeon thanked Rafael and the Kitchen Staff for preparing the meal at the Thanksgiving Luncheon.
- DeLeon thanked Brittany and the Service Coordinators for helping out with the Childrens Christmas Party.
- DeLeon thanked Brittany and all of the Elves for the 10th Annual Santa's workshop.
- DeLeon thanked the staff for working with Swink Lions Club who hosted the annual adult Christmas Party.
- DeLeon reported that he and all of the directors and supervisors did their annual acts of kindness. They split up and went throughout town and gave out 5 - \$100 gift cards, 10- \$50 Gift Cards, and fresh baked bread and cookies.
- DeLeon reviewed the floor plans for Global therapy & Services and the tentative timeline for opening will be April/May of 2024.
- DeLeon scheduled New Board Member Orientation for the new member on January 22, 2024 @ 8:00 AM -12:00 PM.

12. Meeting Adjourned

Motioned by Snyder and seconded by Bender and carried unanimously to adjourn the board meeting at 1:57PM.

The next scheduled meeting will be March 4, 2023 at 1:00 pm in the Tiger Field Boardroom.
Respectfully, submitted by Brittany Baylor, Community Relations Director.