



InspirationField Board of Directors Monthly Meeting Minutes

February 5, 2024 / 1:00 pm

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

1. Call to Order

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

2. Roll Call

There were sufficient members for a quorum.

A. Members Present

Steve Berg - Vice President

Pat Finkner - Treasurer

Jennifer Snyder - Secretary

Nate Clem - Board Member

Margie Gardner - Board Member - (by Phone)

Marty Fleischacker - Board Member

Kayla Kaminsky - Board Member

B. Members Absent

Elaine McIntyre - President

Janette Bender - Board Member

C. Staff Present

Johnnie DeLeon - Chief Executive Officer

Ryan Denahy - Adult Services Director

Nicole Baylor - Community Supports 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

Cameron Salzbrenner - Chief Financial Officer

Julia Hoepfner- Program Supervisor

3. Public Comment

DeLeon welcomed the New Board Member Kayla Kaminsky as she was not able to attend the previous month. Kayla introduced herself to the Board of Directors.

4. Approval of Monthly Meeting Minutes

Motioned by Finkner and seconded by Clem and carried unanimously to approve the January 8, 2024 meeting minutes.

5. Approval of Special Board Meeting Minutes

Motioned by Snyder and seconded by Fleischacker and carried unanimously to approve the January 23, 2024 Special Board meeting minutes.

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

Fees for Medicaid Funded Services – For the Month of December 2023 \$20,370.70.

Public Support-Contributions/Fundraisers – DeLeon Indicated that there were donations for (\$12,320 Unrestricted /\$250 Restricted), SECOM Golf (-\$688), Mardi Gras (-\$25)

Work Activities/Store Revenues - DeLeon indicated (\$104), Concession Stand (-\$32)

Other Revenue – DeLeon indicated Pending Grants (CDOT \$182k)/Sale of South 2nd (\$225,000)/Sale of Vehicles (\$15K)/Gain/Loss on Asset-Van Body Work (-\$3099).

Salaries & PTO –DeLeon indicated the monthly variance \$313,715.40 9 FT vacancies (4 DSP & 5 Admin).

Professional Services- OCDHS Back-Billing Oct`22-Oct-23 (\$48,055) * Received amounts for July-23 and Sept-23 Previously posted.

We ended October with a monthly net loss of (\$39,326.48) and a Year to Date net loss of (\$81,228.98).

DeLeon reviewed the Balance Sheet as of 12/31/23. I.F. Cash Accounts were at \$827,689.15 and the Operating Account was at \$816,451.27. The Designated Funds for Building/Equipment/Maintenance balance was at \$68,978.80, the Designated Funds for the Global Treasurz Building Expansion balance was at \$64,298.34. Total Current Liabilities were at \$698,094.62. Total Long Term Liabilities were at \$766,090.92 Current Year Retained Earnings were at (\$81,228.98).

Motioned by Finkner and seconded by Snyder and carried unanimously to approve the December 2023 financials.

Department Updates

7. Human Resources Director Report – Kirsten Bonds

- Bonds reported that we had 2 separations in January and we had 1 new hire.
- Bonds reported that IF has vacancies: 12 DSP positions and 5 admin positions, 7 Total in January. Turn over rate for the month of January was 2.2%. The YTD turnover ratio is 2.2%.
- Bonds reported February 8, 2024 in the Commons there will be the monthly hiring event.

8. Adult Services Director Report – Ryan Denahy

- Denahy reported 5 Star Automotive Shop revenue for the Month was \$4,467.
- Denahy reported a new DD resource will be coming to Inspiration Field this month.
- Denahy invited the Board Members to the Valentine Ball on February 13, 2024 at 5:30pm in the Commons.

9. Community Support Director Report – Nicole Baylor

- Baylor reported Regional Basketball is February 25 in Colorado Springs. Individuals will only compete in skill sets. There is an interest in Weight Lifting. Tom, Johnnie, and myself met with the owner Tim at Twisted Steel here in La Junta for the individuals to practice. We have a total of 15 individuals wanting to participate in the sport. Track and Field is now open for enrollment and we will be starting practice in March.

- Baylor reported the Annual Performance Evaluations will be administered this month. This is the time of year where Supervisors and Directors will go over performances and goals for the year.
- Baylor reported the agency will be having our annual Valentine Day Dinner on February 13 starting at 5:30. A big thank you to Connie for having done a great job of getting with the kitchen crew on planning a meal, getting decorations, and the DJ.
- Baylor reported Darrien has been working on collecting bids for construction work at the Global building. Once all labor and material estimates are completed, a permit will be issued to start the remodeling.

10. Community Relations Director -Brittany Baylor

- Baylor reported the agency received information on the Early Intervention RFP and the agency needs to update Policies for Early Intervention. Baylor Presented 5 Policies for the Early Intervention Program that will go in accordance with the Statement of Work for the RFP.

Berg asked for a motion to approve the Proposed Early Intervention Policies, Motion made by Fleischacker and seconded by Clem and carried unanimously to approve the Early Intervention Policies.

- Baylor invited the Board Members to the Mardi Gras event 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. Thank you On The Spot Security and SECO Plumbing, Heating & Remodel Services for Sponsoring this year's event!

11. Chief Executive Officer Report - Johnnie DeLeon

- DeLeon reported on the Property at 1525 Lewis Ave. DeLeon stated attached images were shared on social media, and one of which was the IF property at 1525 Lewis Ave. that was deeded over to the City of La Junta. DeLeon mentioned that the property had asbestos and the city was looking for an asbestos removal grant to demo the property and deed it back to Inspiration Field. DeLeon stated he reached out to Rick Klein and he mentioned that it was an error and will be deeded back to Inspiration Field. DeLeon stated he would follow up on February 6, 2023 at 2:30 PM.
- DeLeon followed up on a letter from the OCDHS Attorney. OCDHS billed approx \$103K for the period of October 3, 2022 - June 2023. If paid OCDHS \$48,055 for the correct work while they were subcontracting CMA work. However, the remaining \$55K was not approved by If because the claims did not have supporting documentation or were not billed timely. Original Claims were asking \$103,000. Inspiration billed out billable claims in the amount of \$48,055.
- DeLeon reported on Employee Credit the agency will be able to apply for. Deadline was January 31, 2024. Cameron, Stacy and I reviewed 192 items. DeLeon stated Inspiration Field is eligible for REtention Tax approximately \$2.3 Million. Received confirmation it was turned in on January 29,2024.
- DeLeon reported on the ARPA Grant for \$103,000 to purchase new laptops and cellphones. The agency was able to use \$10,000 for the Electronic PT Record.
- DeLeon asked that we may need a Special Board Meeting to be held on February 22, 2024 @ 10:30AM to review the final logos for Global Therapy & Services.

12. Meeting Adjourned

Motioned by Snyder and seconded by Fleischacker and carried unanimously to adjourn the board meeting at 2:00PM.

The next scheduled meeting will be March 4, 2024 at 1:00 pm in the Tiger Field Boardroom.

Respectfully, submitted by Brittany Baylor, Community Relations Director.