

Community Living Alternatives, Inc.
BOARD OF DIRECTORS MEETING MINUTES

June 23, 2020

Members present:

Ray Furman /President
Ken Dwenger /Vice President
Brook Phifer / Secretary
Janet Burgess
Margaret Dominguez
Buffy Fox
Shari Janata

Members absent:

Jerry Furman
Karen Takamatsu

Staff Present:

Barbara Kenyon-Mohrlang / Executive Director
Betty Piperato / Controller
Charles Martinez/Residential Director
Gregg Wilson / Day Program Director
Taylor Jones / Administrative Director

Guest(s):

None

The regular meeting of the Board of Directors of Community Living Alternatives, Inc. (CLA) was called to order at 10:01 am by the Board President, Mr. Ray Furman, via GoToMeeting. A quorum was present.

Minutes of April 1, 2020

MOTION: Ms. Shari Janata moved to approve the minutes of April 1, 2020. The motion was seconded by Ms. Margaret Dominguez. The motion was approved by unanimous voice vote.

Financial Statements January & February 2020 – Ms. Betty Piperato

Ms. Piperato reviewed the financial statements for January and February
January had a net gain of \$8,250.45, including a net gain for CLASS of \$1,183.07.
February had a net gain of \$7,543.34, including a net loss for CLASS of (\$2,659.33).

MOTION: Mr. Brook Phifer made a motion to approve the financial statements for January 2020. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

MOTION: Mr. Ken Dwenger made a motion to approve the financial statements for February 2020. The motion was seconded by Mr. Brook Phifer. The motion was approved by unanimous voice vote.

Ms. Kenyon-Mohrlang informed the board that CLA has been able to use retainer payments to bill for individuals who receive Day Habilitation services (Specialized Habilitation and Supported Community Connection services) through the HCBS-DD and HCBS-SLS waivers. This has allowed us to bill for all units approved in each

person's service plan, whether or not those actual services were provided, from March 16, 2020 to the present. When retainer payments are no longer an option, we will only be able to bill for the services that are being provided face-to-face and virtually. At this time, that would only be a fraction of what is in each person's service plan and it would cause a significant loss in revenue threatening the viability of the day program. We have been told by Health Care Policy and Financing (HCPF) that we will be given advance notice of when retainer payments will end in order to develop plans for how to continue operations. There is also a concern around transportation since, as of now, transportation can only be provided by CLA for Supported Community Connection services to one person at a time. While one-to-one service is preferable, especially at this time, it is not possible to sustain our program with the current rate structure.

Budget for FY 2020-21 Ms. Kenyon-Mohrlang

The proposed budget for FY 2020-21 is based on the assumption that we will receive six (6) months of retainer payments for Day Habilitation services and the second six (6) months based on the services currently being provided (virtual and one-to-one walks), with the addition of seven (7) people attending CLASS, as a best-case scenario. If/when the retainer payments are no longer available, the board will have to reconvene to adjust the budget accordingly.

MOTION: Ms. Margaret Dominguez made a motion to approve the budget for FY 2020-21. The motion was seconded by Ms. Janet Burgess. The motion was approved by unanimous voice vote.

Executive Director Updates- Ms. Barbara Kenyon-Mohrlang

Ms. Kenyon-Mohrlang reviewed most of her updates in the Budget Discussion.

Ms. Piperato gave an update on the open staff positions for the Accounting Technician and Accounting Assistant/Benefits Coordinator. She has gotten some responses and has spoken to a potential candidate.

New Business/Announcements- Ms. Barbara Kenyon-Mohrlang

MOTION: Ms. Janet Burgess made a motion to approve the Work from Home Policy. The motion was seconded by Mr. Ken Dwenger. The motion was approved by majority voice vote with one opposed.

Board Member Elections and Re-elections:

MOTION: Ms. Margaret Dominguez made a motion to re-elect Ms. Janet Burgess to the CLA Board of Directors. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

MOTION: Ms. Margaret Dominguez made a motion to re-elect Ms. Karen Takamatsu to the CLA Board of Directors. The motion was seconded by Ms. Janet Burgess. The motion was approved by unanimous voice vote.

Executive Session

MOTION: Ms. Janet Burgess made a motion to go into Executive Session at 11:39 am. The motion was seconded by Ms. Margaret Dominguez. The motion was approved by unanimous voice vote.

MOTION: Ms. Janet Burgess made the motion to set aside \$10,000 in Board Designated Funds. Ms. Buffy Fox seconded the motion. The motion was approved by unanimous voice vote.

MOTION: Ms. Janet Burgess made a motion to come out of the Executive Session at 11:56 am. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

Public comment

No public present

Adjournment

The meeting was adjourned by Mr. Ray Furman at 11:57 am.

Taylor Jones - Reporter

Reporter

Secretary

Date