

*Community Living Alternatives, Inc.*  
**BOARD OF DIRECTORS MEETING MINUTES**  
**February 1, 2017**

**Members present:**

Richard Kent / President  
Brook Phifer / Vice President  
Shari Janata / Secretary  
Megan Brand  
Ken Dwenger  
Ray Furman  
Karen Takamatsu  
Frank Taylor

**Members absent:**

Janet Burgess  
Jerry Furman

**Staff Present:**

Barbara Kenyon-Mohrlang / Executive Director  
Charles Martinez  
Betty Piperato  
Gregg Wilson  
Taylor Jones

**Guest(s):**

None

The regular meeting of the Board of Directors of Community Living Alternatives, Inc. (CLA) was called to order at 4:01 pm by the Board President, Mr. Richard Kent, at Community Living Alternatives, Inc., 14252 E. Evans Avenue, Aurora, Colorado 80014. A quorum was present.

Ms. Barbara Kenyon-Mohrlang read the resignation letter from Mr. Maurice Serotta. All of the Board of Directors and staff expressed appreciation for his lengthy commitment and service to CLA.

**Minutes of December 7, 2016**

MOTION: Ms. Shari Janata moved to approve the minutes of December 7, 2016. The motion was seconded by Mr. Ray Furman. The motion was approved by unanimous voice vote.

**Controller's Report** – Ms. Betty Piperato

Ms. Piperato reviewed the financial statements for September and October 2016. September 2016 had a net gain of \$13,858.07. October 2016 had a net gain of \$13,538.68.

MOTION: Mr. Ken Dwenger made a motion to approve the financial statements for September of 2016. The motion was seconded by Ms. Karen Takamatsu. The motion was approved by unanimous voice vote.

MOTION: Mr. Ray Furman made a motion to approve the financial statements for October of 2016. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

**Fundraising Committee Updates-** Ms. Shari Janata

Ms. Shari Janata informed the board of the 2<sup>nd</sup> Annual Musical Fundraiser to be held on March 9, 2017 at the Stampede. This event will take place from 6:00 pm to 9:00 pm. She encouraged the board to spread the word and to be thinking of any “big ticket items” that we could use for the live auction. Ms. Janata also let the board know that we are also planning on fundraising for the backyard at CLASS, and that we are aiming for June to do a fundraising event at The Copper Kettle.

**Executive Director Updates-** Ms. Barbara Kenyon-Mohrlang

The outcome of the CDPHE Final Settings Rule Survey of our host homes was very positive. We need to follow up with them regarding locks being installed on all bedroom doors and host home providers implementing leases with all persons who receive services living in their homes.

We have started a CLA Advisory Committee with seven individuals who receive services from CLASS Day Program. The group decided that they will meet quarterly. They gave initial feedback on things that are working and things that they would like to see changed at CLASS. At the next meeting, they have decided to focus on rights and self-advocacy issues.

Ms. Piperato and Ms. Kenyon-Mohrlang have completed the Medicaid Revalidation process. The new system will begin on March 1, 2017.

MOTION: Mr. Brook Phifer made a motion to approve the authorization of liquidating up to \$100,000 from investment funds to pay for salaries and agency bills, if necessary, for the month of March 2017. The motion was seconded by Mr. Ray Furman. The motion was approved by unanimous voice vote.

Due to the current litigation regarding the overtime exemption rule, CLA is going to take a “wait and see” stance and will not implement any major changes at this time.

The Board and staff discussed past PETI payments that were never collected by the CCB or State of Colorado. Since there are no pending collections for these funds, they will be returned to the service recipients they were collected from. This is to be done in a manner as to not negatively affect their benefits.

MOTION: Mr. Frank Taylor made a motion to distribute PETI funds, with a plan in place, to individuals. The motion was seconded by Ms. Megan Brand. The motion was approved by unanimous voice vote.

While there have been discussions about succession planning and what will be done in case of an emergency, there is not a good written plan currently in place. Ms. Kenyon-Mohrlang will be working on this to present to the Board at a future date.

The Executive Director Evaluation and Board Evaluations were passed out. All completed Executive Director Evaluations will go to Mr. Ken Dwenger to be compiled before the next meeting. All Board Evaluations will be sent to Ms. Taylor Jones for compilation.

The most current Strategic Plan was reviewed:

Strategic Initiative One – Marketing and Outreach. All initiatives regarding a new logo, updated website, brochures and other marketing materials were completed. The only area that had not been addressed was outreach and collaboration with other organizations.

Strategic Initiative Two – Program Evolution. The focus was on starting and growing the day program. All objectives were completed except for the purchase of a wheelchair accessible van.

Strategic Initiative Three – Governance Refinement. While the Board membership has expanded to fill some of the strengths and needs noted, biographies still need to be completed for all board members and the completion of an annual board evaluation.

Strategic Initiative Four – Cultivate Youth Market. This is the one area that received little attention as outlined in the plan. Due to the focus on the development of the day program, CLA was able to, more naturally, get involved with a younger group of individuals. We will continue to expand those relationships with the hope that they would consider CLA to be a good choice of residential services if and when they decided to move out of their parents' homes.

The Joint Budget Committee (JBC) approved \$4.7 million from the I/DD cash fund to support SLS providers.

The Medicaid fraud investigation involving a former CLA host home provider was discussed. Once the CLA staff discovered this incident, it was immediately reported to the Medicaid fraud unit. CLA staff have been working with our attorneys and Medicaid to reconcile this matter.

**Policy Update** – Ms. Barbara Kenyon-Mohrlang

In light of the incident of the Medicaid fraud investigation, the “Monitoring Service Delivery” policy and procedure were revised to require increased communication with family/guardians to minimize the possibility of this type of situation from happening again in the future.

MOTION: Ms. Karen Takamatsu made the motion to approve the “Monitoring Service Delivery” Policy & Procedure. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

**New Business/Announcements-** Ms. Barbara Kenyon-Mohrlang

MOTION: Ms. Shari Janata made a motion to elect Mr. Ray Furman as President of the CLA Board of Directors. The motion was seconded by Mr. Frank Taylor. The motion was approved by unanimous voice vote.

MOTION: Ms. Shari Janata made a motion to elect Mr. Ken Dwenger as Vice President of the CLA Board of Directors. The motion was seconded by Mr. Ray Furman. The motion was approved by unanimous voice vote.

MOTION: Ms. Megan Brand made a motion to elect Mr. Brook Phifer as Secretary/Treasurer of the CLA Board of Directors. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Mr. Ray Furman made a motion to re-elect Ms. Shari Janata to the CLA Board of Directors. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

MOTION: Mr. Ken Dwenger made a motion to re-elect Mr. Brook Phifer to the CLA Board of Directors. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Ms. Karen Takamatsu made a motion to re-elect Mr. Frank Taylor to the CLA Board of Directors. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Ms. Megan Brand made a motion to re-elect Mr. Richard Kent to the CLA Board of Directors. The motion was seconded by Mr. Ken Dwenger. The motion was approved by unanimous voice vote.

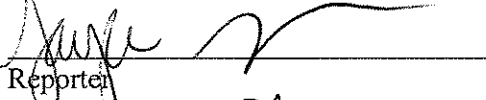
**Public Comment**

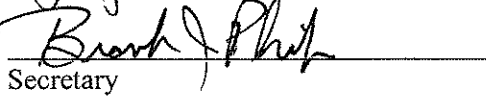
No guests were present.

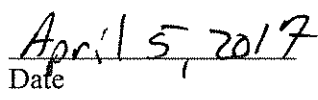
**Adjournment**

The meeting was adjourned by Mr. Richard Kent at 6:14 pm.

Taylor Jones – Reporter

  
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Reporter

  
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Secretary

  
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Date