

Community Living Alternatives, Inc.
BOARD OF DIRECTORS MEETING MINUTES
February 7, 2018

Members present:

Ken Dwenger /Vice President
Brook Phifer / Secretary (via phone)
Shari Janata
Karen Takamatsu
Megan Brand
Jerry Furman
Richard Kent

Members absent:

Ray Furman/President
Janet Burgess
Ben Patterson

Staff Present:

Barbara Kenyon-Mohrlang / Executive Director
Taylor Jones
Crystallene O'Shea

Guest(s):

None

The regular meeting of the Board of Directors of Community Living Alternatives, Inc. (CLA) was called to order at 4:11 pm by the Board Vice President, Mr. Ken Dwenger, at CLASS 1770 S. Helena St., Aurora, Colorado 80017. A quorum was present.

Ms. Kenyon-Mohrlang introduced the new Intake Coordinator/Program Manager, Crystallene O'Shea, and had her share some information about herself.

Minutes of August 2, 2017

MOTION: Mr. Jerry Furman moved to approve the minutes of December 6, 2017. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

Financial Statements October 2017 – Ms. Barbara Kenyon-Mohrlang

Ms. Barbara Kenyon-Mohrlang reviewed the financial statements for October 2017. October had a net gain of \$16,265. Included in this was a net gain of \$3,531 for the day program.

MOTION: Mr. Richard Kent made a motion to approve the financial statements for October 2017. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

Executive Director Updates- Ms. Barbara Kenyon-Mohrlang

Ms. Kenyon-Mohrlang gave an update on the new online application process for potential Host Home Providers. Ms. Crystallene O'Shea is working on this as well as creating and updating Host Home Provider profiles. These are used when we respond to a potential residential match. The profiles provide pictures as well as detailed information about the Host Home Provider. Ms. O'Shea has responded to one referral on behalf of CLA since she started.

Mr. Ken Dwenger updated the Board on the CLASS greenhouse project. Currently, we need an engineer to come out and decide whether the structure can be built on the concrete slab in the CLASS yard. Once that is done, the project can go forward with an amendment to our current zoning.

Strategic Plan Review:

Ms. Kenyon-Mohrlang updated the board on the mill levy fund proposal for a transitional apartment program. She is hoping to get the grant turned in within the next week. She has spoken to staff who are interested in working together on the research and development aspect of the program, should it be approved and funded.

HomeAid Colorado:

Ms. Kenyon-Mohrlang updated the board on the HomeAid Colorado apartment project. After meeting with staff from Colorado Department of Public Health and Environment, it was determined that we will not be allowed to have more than one person who receives Medicaid waiver funding to reside in each apartment complex to prevent "clustering".

The Board discussed the importance of insuring that CLA's nonprofit status is not jeopardized. In addition, it was recommended by our auditor that, should we proceed, we should investigate the possibility of creating a separate entity for the apartment project to protect the assets of CLA. We will need to retain an attorney to look into this further.

Mr. Brook Phifer put together and reviewed an analysis of the potential costs for proceeding with the project. Based on his conservative projection, the Board has decided to continue to move forward to research this as a possible investment and new program of CLA. It was also discussed that Mr. Brook Phifer and Mr. Cody Phifer would volunteer to provide oversight during the construction.

MOTION: Mr. Jerry Furman made a motion to allocate \$5,000 from operating funds to retain an attorney for the HomeAid Colorado/CLA Partnership. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

Wheelchair Accessible Van:

Mr. Gregg Wilson, Day Program Director, has located a possible wheelchair-accessible van for the day program. It is currently in another state but can be held for CLA if we put a refundable deposit on it. We can then have it inspected before finalizing the sale.

MOTION: Mr. Jerry Furman made a motion to allocate \$2,000 for a refundable deposit to look at a 2003 wheelchair-accessible van. The motion was seconded by Ms. Megan Brand. The motion was approved by unanimous voice vote.

New Business/Announcements- Ms. Barbara Kenyon-Mohrlang

The board motioned to accept and approve the following policies based on the recommendations of the Policy Review sub-committee consisting of Mr. Jerry Furman, Mr. Ray Furman and Mr. Ken Dwenger who previously reviewed and made recommendations for any necessary revisions.

MOTION: Mr. Jerry Furman made a motion to approve the Electronic Data Management policy. The motion was seconded by Ms. Karen Takamatsu. The motion was approved by unanimous voice vote.

MOTION: Mr. Jerry Furman made a motion to approve the Emergency Control Procedure policy. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

MOTION: Mr. Richard Kent made a motion to approve the Emergency Plans for Day Program Services policy. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Ms. Megan Brand made a motion to approve the Experimental Research policy. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Ms. Shari Janata made a motion to approve the Fraud, Waste and Abuse Reporting policy. The motion was seconded by Ms. Karen Takamatsu. The motion was approved by unanimous voice vote.

MOTION: Ms. Shari Janata made a motion to approve the Funds Management for Persons Receiving Services policy. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

MOTION: Ms. Shari Janata made a motion to approve the Gastrostomy Services policy. The motion was seconded by Mr. Jerry Furman. The motion was approved by unanimous voice vote.

MOTION: Ms. Shari Janata made a motion to approve the Grievance Resolution policy. The motion was seconded by Ms. Karen Takamatsu. The motion was approved by unanimous voice vote.

MOTION: Ms. Megan Brand made a motion to approve the Host Home Movement Guidelines policy. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Mr. Richard Kent made a motion to approve the Individual Service and Support Plan (ISSP) policy. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Mr. Jerry Furman made a motion to approve the Match Process policy. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

MOTION: Mr. Jerry Furman made a motion to approve the Media Relations policy. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

MOTION: Ms. Karen Takamatsu made a motion to approve the Medical Services policy. The motion was seconded by Ms. Shari Janata. The motion was approved by unanimous voice vote.

MOTION: Ms. Shari Janata made a motion to approve the Medication Administration policy. The motion was seconded by Mr. Richard Kent. The motion was approved by unanimous voice vote.

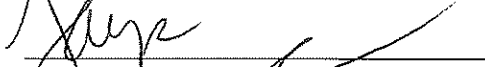
MOTION: Ms. Shari Janata made a motion to approve the Medication Reminder Systems policy. The motion was seconded by Ms. Karen Takamatsu. The motion was approved by unanimous voice vote.

MOTION: Ms. Karen Takamatsu made a motion to approve the Personal Possessions policy. The motion was seconded by Mr. Jerry Furman. The motion was approved by unanimous voice vote.


Adjournment

The meeting was adjourned by Mr. Ken Dwenger at 6:53 p.m.

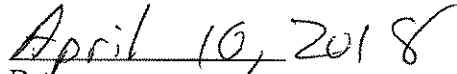
Taylor Jones – Reporter



Reporter



Secretary



Date