

**DEVELOPMENTAL PATHWAYS, INC.**  
**Board of Directors Meeting Minutes**  
**Tuesday, September 25, 2018**

**Members Present:**

Tim Batz (by teleconference), Chris Becze, Kristin Hoover, Adam Horney, Beth Klein, Dr. Michaela McDonnell, Monique Peyton, Mayre Lynn Schmit, Commissioner Nancy Sharpe, JoAnne Zboyan

**Members Absent:**

Excused: Tim Moore, Lynn Myers, Commissioner Diane Holbert

**Others Present:**

Melanie Worley, Matt VanAuken, Lloyd Sweet, Ed Bowditch, Malinda Anderson, Deidra Tjerandsen, Casey Garcia

The meeting of the Developmental Pathways, Inc. Board of Directors was called to order by the Board Vice President, Ms. Hoover at 6:29 p.m. A quorum was established by Board Secretary, Ms. Schmit.

**Conflict of Interest**

None.

**Public Comment**

None.

**Consent Agenda**

- a. **Approval of Regular Board Minutes – June 19, 2018**

**MOTION: Mr. Horney moved for the approval of Consent Agenda items as presented, the motion was seconded by Commissioner Sharpe. It was approved by unanimous voice vote. Mr. Becze abstained as he was absent.**

**Executive Committee** – Ms. Hoover

Ms. Hoover announced that Mr. Batz was joining the meeting via teleconference and then briefly talked about the nominating committee processes.

**Legislative Update** – Mr. Bowditch

The Joint Budget Committee (JBC) received its quarterly revenue forecast on September 20. Both economic reports were positive. For the state budget, the September forecasts are used as the basis for the Governor's November 1 budget request. According to the Legislative Council, the Colorado and national economies are expected to continue to accelerate in 2019. The strong economy in Colorado has resulted in General Fund growth. As a result, Legislative Council projects the State will exceed its TABOR revenue limit and will be required to issue TABOR refunds. A challenge to next year's budget is the Gallagher Amendment, it is projected to result in a decrease in the Residential Assessment Rate in 2019. This will require increased General Fund appropriations for the state to backfill the loss in local property tax revenue for K-12 Education. The next forecast will be issued on December 20. The Interim Committee on Gallagher has been considering a variety of possible changes to Gallagher, but almost all these changes will be referred to the voters. Two exceptions: modifying the calendar for the reassessment cycle and modifying the tax treatment for short term rental properties (VRBO, Airbnb). These changes could be made through statute. A decrease in residential assessment rate will decrease the amount of local property taxes that are collected to support K-12 Education as well as every county and special district in Colorado. For K-12 Education, the State will be required to either increase General Fund to backfill the loss in property tax revenue or increase the budget stabilization factor. Any increased State General Fund support required for K-12 Education will impact the availability of funding for all other State Agencies. For special districts in Colorado, there is no such State backfill. Mr. Bowditch also provided a brief 2018 Ballot Initiative Overview.

Ms. Worley spoke about a recently published (all companies) newsletter which included information about initiatives, amendments and propositions that will be on the November ballot. Employees have expressed an interest in learning more about ballot measures, so they are more informed when voting.

**Proposed 2019 schedule discussion:**

The following 2019 proposed meeting schedule was presented to the Board for their review and approval. The Board agreed on the 2019 meeting schedule as follows:

January 22	Regular Board Meeting
February 22	Board Retreat
March 26	Study Session
April 23	NO MEETING
May 28	Regular Board Meeting
June 18	Regular (Annual) Board Meeting
July 23	Study Session
August	NO MEETING
September 24	Regular Board Meeting
October	NO MEETING
November 19	Study Session
December 10	Regular Board Meeting

Ms. Worley asked that the Board think about topics for discussion at the study sessions. One study session will include a facilitator to talk about the duties of the Board.

**MOTION: Mr. Becze moved for the approval of 2019 Board Meeting Calendar as presented, the motion was seconded by Ms. Klein. It was approved by unanimous voice vote.**

**Finance Committee** – Ms. Hoover, Ms. Klein, and Mr. Sweet

The August 2018 YTD financials were reviewed. Below is a summary of the Developmental Pathways Consolidated August 2018 Financials:

**Balance Sheet:**

Assets	\$39,237,913
Liabilities	\$ 7,368,478
Fund Balance	\$27,690,056

**Statement of Operations:**

	<b>Actual</b>	<b>Budgeted</b>
Revenues	\$ 7,278,017	\$ 7,097,231
Expenses	(\$ 6,949,971)	(\$ 7,539,005)
Excess of Revenues Over Expenses	\$ 328,046	(\$ 441,774)

In accordance with SB16-38, we are required to review and approve financial statements at least quarterly. With that said, we will not present financials at every Board meeting, but rather on a quarterly basis. Financial reports are posted on the Board portal approximately 1-week prior to Board meetings.

Ms. Hoover asked for a motion to approve the August 2018 YTD financials.

**MOTION: Ms. Klein moved for the approval of the August 2018 YTD financials; the motion was seconded by Ms. Schmit. It was approved by unanimous voice vote.**

**Nominating Committee** – Ms. Schmit

Ms. Schmit advised that no Board members are up for renewal at this time. Ms. Hoover announced the resignation of Board Member, Alison Dronkers as of June 2018 and thanked Ms. Dronkers for her service to the Developmental Pathways Board.

Ms. Hoover asked for a motion to approve the resignation of Alison Dronkers from the Developmental Pathways Board.

**MOTION: Ms. Schmit moved to approve the resignation of Alison Dronkers from the Developmental Pathways Board; the motion was seconded by Ms. Peyton. It was approved by unanimous voice vote.**

Ms. Schmit and Ms. Zboyan spoke briefly about two potential Board prospects.

**Development Committee** – Ms. Worley

- Ms. Worley shared information about the November 1, 2018 SUNRaiser Breakfast that will be held at the Falls Event Center and asked Board members to consider captaining a table.
- From July 2018 to September 24, 2018, we have received 15 gifts totaling \$13,312.
- Ms. Worley talked about a grant opportunity with Energy Outreach Colorado NEEP Program. Last year we received a grant for \$75,000 for an HVAC system; now we have an opportunity with them to replace all our lighting. They will provide \$82,000 towards the cost of new lighting. It will cost DP \$15,000. We will save \$10,000 each year in energy, so we will recover our cost quickly.

The Board concurred that the grant is a great opportunity for Developmental Pathways.

**Upcoming events include:**

SUNRaiser Breakfast: November 1, 2018 at the Falls Event Center

Colorado Give Day: December 4, 2018

Shining Starts Gala, May 3, 2019 at the Highlands Ranch Mansion (Seeking Host Committee Members and Sponsorships)

**New Business**

**CFO Report** – Mr. Sweet

- The Finance Committee met and reviewed the Colorado State Auditor’s office (AUP) fieldwork portion of the audit of all the Community Centered Boards (CCBs) in Colorado. They issued some preliminary findings and, all in all, we came out very well. The process now is to respond formally and reject to those findings we are not in agreement with. Once all the responses are made, the State will issue a report for all 20 of the CCBs; there is no timeframe of when the report will be ready. The purpose of the audit is to look at how efficiently the CCBs are operating since we are a unique industry. All CCBs were audited simultaneously.
- Mr. Sweet welcomed Malinda Anderson, the new VP of Finance, to her first official Board meeting. Ms. Anderson provided a brief introduction and shared that she has about 25 years’ experience working in nonprofit, most recently at Urban Peak.
- The financial audits have begun for the fiscal year ended June 30, 2018. The auditors have completed the 401k audit and they are working on the year end audits for Developmental Pathways, the SUN Foundation and the three housing corporations. This year the housing corporations will be consolidated into the Developmental Pathways financial statements. All financial statements are expected to be completed by the end of November to the middle of December.
- We currently have RFPs out to several General Contractors for remodel of the Jewell property and hope to move DP in by the end of February 2019.

**COO Report** – Mr. VanAuken

- Shared photos of DP’s August 4, 2018 Special Olympics Plane Pull Fundraiser. Developmental Pathways won an award for “most spirit”.
- Mr. VanAuken provided an update on individuals receiving new waivers and slots in accord with HB18-1407 – Access to Disability Services and Stable Workforce.
  - DP serves 8,000 individuals annually; companywide PIT 6,150; Case Management 2,200; Community Outreach 1,550, and Early Intervention 2,400

- New DD Waiver Enrollments per HB18-1407: HCPF has released 168 DD Waivers statewide in FY '18 separate from HB 18-1407. Of those, FY '18 waivers, DP received 18; HCPF is/has releasing 300 DD Waivers statewide in FY '19; 89 new DD Waivers in our area for families waiting decades.
- Community Outreach Point in Time – 8/31/18 Current Enrollment: Community Outreach: 1200; Family Support: 350; Housing Choice Voucher (HCV): 140; Exceptional Family Member Program (EFMP): 9 families and 17 children.
- Community Outreach Connections: 152 Contacts, events or meetings held with the community; 25 new contacts made, and 31 community agencies supported by DP. Direct Support Funds (unaudited): FS-\$296,224.17 was allocated to support families (257 Allocations). \$243,248 was provided to individuals and community agencies: \$146,579 in Arapahoe County and \$96,669 in Douglas County.
- Early Intervention Qtr. 4, Fiscal Year 2018: The average age at referral was 1 year and 6 months; Active children served monthly averaged 2,337; During the entire period, 2670 unique children were active in EI; Average Service Coordinator Caseload is 45 families for the 52 Coordinators we had on staff.

At future Board meetings, the Board requested that this update be near the beginning of the meeting.

A revised DP Acronym book will be provided to Board members at the December meeting.

**CEO Report** – Ms. Worley

- Ms. Worley shared that she is currently working on setting up meetings with all the area school districts superintendents to update the schools on the services Developmental Pathways provide so they can share with their employees and families in their school districts. Moreover, Ms. Worley would like to visit other organizations like Kaiser and City and County Governments to provide materials and continual education about Developmental Pathways. It is important to be out in the community updating these organizations.

**Adjournment:**

There being no further business to come before the Board, the meeting was adjourned at 8:16 p.m. Adjournment motioned by Mr. Horney and seconded by Commissioner Sharpe. Approved unanimously.