

DEVELOPMENTAL PATHWAYS, INC.
Board of Directors Virtual Meeting Minutes
Tuesday, December 15, 2020

Members Present: Lois Vaughan, Diane Holbert, Monique Peyton, Judge Don Toussaint, Mayre Lynn Schmit, Beth Klein, Kristin Hoover, JoAnne Zboyan, Commissioner Nancy Sharpe, Adam Horney, Lynn Myers, Tim Batz, Dr. Michaela McDonnell, Daniel Sampson

Members Absent: Commissioner Abe Laydon

Others Present: Matt VanAuken, Bob Ward, Selina Griggs, Cindy Lichti, Karen Flores, Erica Kitzman, Gill Kennedy, Daniel Harcey, Hunter Premschak, Tim Vincent, Ed Bowditch, Ksenia Popke, Chris Dillion, Kim Tenure

The meeting of the Developmental Pathways, Inc. Board of Directors was called to order by the Board President, Ms. Hoover, at 5:08 p.m. Ms. Schmit established a quorum.

Guests: None

Conflict of Interest

None.

Public Comment

None.

Consent Agenda

Approval of Regular Board Minutes – November 17, 2020

MOTION: Ms. Holbert moved for the approval of Consent Agenda items as presented; Mr. Batz seconded the motion. A unanimous voice vote approved the motion.

Finance Committee – Ms. Holbert

Year-End Financial Audits for Review/Approval – Ms. Popke

The Consolidated Financial Statements of Developmental Pathways, Inc., and affiliate, specifically, Youth Housing Colorado, were presented and reviewed by auditor Ms. Popke of Eide Bailly for the year ending June 30, 2020. Ms. Popke gave the Board an overview of the audit process and then walked the Board through the Consolidated Financial Statements. Ms. Popke stated that a COVID-19 impact footnote was added, noting that Developmental Pathways was not negatively impacted. The auditor communicated that the financial statements presented as having a clean opinion. A single audit was filed for Developmental Pathways due to receiving federal financial assistance over \$750,000. The auditor communicated that the single audit presented as having a clean opinion. Ms. Popke spoke about the additional letter that was addressed to the Board from Eide Bailly affirming that Eide Bailly (auditors) are required to provide information regarding their responsibilities, what they do and what they do not do, in accordance with general auditing standards generally accepted in the United States of America.

Mr. Batz asked if working remotely presented any risks the Board should be aware of regarding the audit?

Ms. Popke stated that there is an additional risk but that the policies and procedures put in place by NMSC to mitigate these risks were sufficient.

Ms. Flores followed up by stating that when COVID-19 occurred, the Finance Team administered new procedures for submitting invoices electronically and approval by email. The Finance department is also implementing an AP (accounts payable) Automation system called Stampli to streamline the process.

MOTION: Ms. Peyton moved for the approval of the June 30, 2020, Consolidated Audited Financial Statements. Judge Toussaint seconded the motion. It was approved by a unanimous voice vote.

Executive Committee – Ms. Hoover

Legislative Update – Mr. Bowditch

Mr. Bowditch provided the following legislative update to the Board. The 2020 Election allowed the Democrats to retain power in both the State House and the Senate. The Democratic control in the House (41-24) was unchanged, and the Democrats added one seat to their Senate majority and will now control the Senate 20-15. As a result of the election, there will be 14 new Representatives and three new Senators, not including those House members who are moving to the Senate. Regarding the ballot measures, the state's voters cut the income tax rate from 4.63% to 4.55%, increased taxes on nicotine products, prohibited the legislature from creating any new TABOR enterprises with revenues exceeding \$100 million, removed the Gallagher Amendment from the Constitution, and established a Paid Family Leave program.

Mr. Bowditch reported on issues specific to IDD, including the End the Wait List, ending subminimum wage, and the transfer of Early Intervention oversight from the CDE (Colorado Department of Education) to the CDHS (Colorado Department of Human Services). Given the state's ongoing budget challenges, it is unlikely that there will be any progress on the IDD waitlist. There will be legislation in 2021 to end the subminimum wage in Colorado with a five-year implementation timeline for those agencies that will be impacted. This is likely to be eliminated by the federal government as well. The 2021 regular session will convene on Wednesday, January 13, 2021. At this point, it is unclear if the legislature will stay in session or take a recess until the COVID-19 cases decline. Mr. Bowditch addressed significant issues, including the FY2021 budget, tax policy changes, and additional COVID-19 relief. Mr. Bowditch reminded the Board that his full report is available on the Board Portal for review.

Resolution for Authorized Signatories – Ms. Flores

Ms. Flores asked the Board to approve the addition of Mr. Daniel Harcey to the existing list of signers for Developmental Pathways and Youth Housing Colorado. Updated resolutions need approval from the Board acknowledging this change. The Board approved the following motions.

MOTION: Commissioner Sharpe moved for the approval of the Board to hereby assign Matt VanAuken, Karen Flores, Cindy Lichti, Bob Ward, Erica Kitzman, and Daniel Harcey as authorized signatories on behalf of Developmental Pathways. Ms. Schmit seconded the motion. It was approved by a unanimous voice vote.

MOTION: Mr. Horney moved for the approval of the Board to hereby assign Matt VanAuken, Karen Flores, Erica Kitzman, and Daniel Harcey as authorized signatories on behalf of Youth Housing Colorado. Dr. McDonnell seconded the motion. It was approved by a unanimous voice vote.

Nominating Committee – Ms. Schmit

Ms. Schmit informed the Board that Ms. Holbert has a potential Board nominee and asked Ms. Holbert to provide information on the individual. Ms. Holbert stated that she gave an application to the potential Board nominee and went over the mission of Developmental Pathways with him. Michael Brown is a pastor with a medical background and moved to Colorado from Houston. Ms. Holbert feels he would be a perfect addition to the Board. The nominating committee will move forward with Mr. Brown in the nominating process.

Public Affairs – Ms. Schmit

Ms. Schmit thanked the Board for their support with Colorado Gives Day. This year, Developmental Pathways raised \$19,390.79, with a total of 66 donors. This is up from last year's total of \$7,306.92 and 35 donors. A social media campaign was launched for Colorado Gives Day through Facebook, Twitter, and LinkedIn. Ms. Schmit gave an update on the End of Year appeal that will run through December 2020. So far, \$4,850 has been raised. Ms. Schmit informed the Public Affairs committee that Ms. Griggs would be sending out an email to schedule quarterly meetings for next year. Ms. Schmit will be speaking with Mr. VanAuken and Ms. Kennedy about the possibility of a Facebook fundraising campaign for next year.

New Business

CEO Appraisal – Ms. Kitzman

Ms. Kitzman discussed the CEO's annual performance appraisal and salary review. Traditionally, the appraisal is done at the end of each calendar year. After further conversation with Ms. Hoover and Mr. Olsen of the Continuum/NMSC Board, an agreement was made that it aligns better with the fiscal year-end to tie the appraisal with fiscal year objectives. It was also discussed to develop an updated process. One item of discussion is keeping the reviewing pool smaller to include the Board President, two Board members, rotating each year, and the company Executive Team. All Board members are still encouraged to provide input to the Board President. Mr. VanAuken will also be able to provide his input on the new process. An executive compensation analysis will also be provided at this time. Ms. Kitman stated that a 360 Survey will still be completed every three years. This will include the entire Board of Directors, the company Leadership Team, and prominent community members. This will be discussed in more detail at the Board Retreat in April.

Executive Team Report – Mr. VanAuken

Mr. VanAuken stated that ANCOR (American Network of Community Options and Resources) is advocating for additional COVID-19 Cares funding to allow for additional payments to provider agencies, resuming of retainer payments, and that individuals with IDD and DSPs be prioritized in receiving the COVID-19 vaccine when it becomes available. In partnership with Alliance, a letter was sent to the Governor's office because the initial prioritization schedule for the COVID-19 vaccine did not include individuals in group homes and staff. An amended draft was presented this week that now includes our request.

Mr. VanAuken spoke about reversion dollars and how it has impacted the individuals in service during COVID-19. In the past, unused funds were returned to HCPF (Health Care Policy and Finance), returned to the federal government, and then returned to the general fund where the JBC (Joint Budget Committee) decides where to allocate the returned funds. With COVID-19, it is uncertain where these dollars may end up. Alliance is in talks with our State partners on their reversion numbers not matching the numbers that Alliance, CCBs, and provider agencies show. As we traverse COVID-19, the State partners are making significant changes around Day Program, Transportation, and Residential, making it more expensive and harder to run. We will continue to monitor this situation and provide updates to the Board as we have them.

Mr. VanAuken informed the Board that instead of providing department updates, the Executive Team thought it would be fun to share some successes over the past year. He thanked the Board, the Executive Team, and their staff for all the great work they have put in during this challenging year.

Ms. Lichti stated that when COVID-19 occurred, there was a concern about not reaching families and community partners effectively. With that, EI (Early Intervention) developed informational videos to expand outreach to families and community partners and have beautiful results. EI also received results from the Family Outcome Survey, showing positive impacts on EI families, and the Positive State Indicator Report highlighted excellence and commitment in the EI department.

Ms. Lichti commended Case Management for their continued focus and positive perspective on work while adapting to remote work. They continue to complete ongoing enrollments supporting individuals in accessing the services they need. Case Management also rolled out the Douglas County Liaison role. This role will be vital in ensuring that Case Management can collaborate with community partners to best support individuals who may have complex and/or crisis level needs. The Case Management department has completed 134 enrollments and connected 89 new individuals to services.

Ms. Lichti concluded with Program Quality, where they have Implemented electronic delivery of all service plan information for individuals, families, and providers. They revamped current RFP (Requests for Proposal) processes with a positive impact on all stakeholders. They provided intake and support services, including DD determination, intake upon moving to Community Outreach, and crisis support. Program Quality has supported 110+ benefit issues since July 1, 2020, in addition to supporting all enrollment activities. They also moved all processes to a mobile environment while maintaining quality support. Program Quality has received 380 Intake calls since July 1, 2020.

Mr. Harcey congratulated the Public Affairs Team for creating the first every voter engagement campaign and guide and transitioning All Staff meetings, including the Halloween Party, to a virtual format. Mr. Harcey also spoke to the increase in communication needs around COVID-19, Diversity Equity and Inclusion (DEI), and Corporate Restructure. The Public Affairs department also created a Board of Directors Public Affairs Committee and formed a Community Centered Board (CCB) PR group with other metro-area CCBs.

Ms. Kennedy provided more information on Colorado Gives Day and the End of Year Appeal campaign. The Public Affairs team took a hard look at who has attended past galas and previous donors. A larger, more focused social media push was made, which significantly contributed to this year's increased numbers. Ms. Kennedy stated that she would provide statistics on what worked and what did not. Ms. Kennedy also feels that COVID-19 had an enormous impact on the number of donations.

Mr. Ward stated that Community Engagement, in partnership with NMSC, received the Lowe Grant in the amount of \$20,000 to support parent training and innovative early childhood teacher training. Community Engagement reimaged their biannual resource fair into a virtual event to continue supporting the diverse community needs. The Arc of Aurora THINK+Change Sponsorship coordinated funding to support the development of multimedia productions on topics such as transitions, self-determination, and navigating crimes against vulnerable populations. These resources will have immediate and lasting community impact as they support individuals and their families in navigating the complex intersection of community supports. Mr. Ward concluded with the Thanksgiving Holiday Outreach, which supported 112 Developmental Pathways families over the Thanksgiving holiday. Families picked up baskets at the Inverness office, with some receiving touchless home delivery thanks to several volunteers.

Executive Session

Ms. Hoover asked for a motion to move the Board of Directors to go into executive session to discuss legal issues and all associated issues as per section 3.9 of the Developmental Pathways Bylaws and Colorado Revised Statute 24-6-402 (4)(f).

MOTION: Mr. Batz moved for approval for the Board of Directors to go into Executive Session at 6:45 p.m. to discuss legal matters and all associated issues as per section 3.9 of Developmental Pathways Bylaws and Colorado Revised Statute 24-6-402 (4)(b); Ms. Klein seconded the motion. It was approved by a unanimous voice vote.

MOTION: Ms. Peyton moved for the approval for the Board of Directors to come out of Executive Session at 7:06 p.m.; Ms. Holbert seconded the motion. It was approved by a unanimous voice vote.

Upon adjournment of the Executive Session, the following motion was made.

MOTION: Ms. Zboyan moved for approval to terminate the 457(f) plan and Executive Life Insurance plan for Developmental Pathways Executive staff. Mr. Batz seconded the motion. It was approved by a unanimous voice vote.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:07 p.m. Adjournment motioned by Mr. Horney and seconded by Dr. McDonnell. Approved unanimously.