**Minutes**

**BOARD OF DIRECTORS MEETING**

**Gunnison Valley Church of the Naz-1721 H Rd, Delta, CO**

**January 20, 2022**

**Started at 10:06**

**Present Members: Carol, Karen, Al, Raul, Dave, Tamara, Maria, Jorge**

OLD BUSINESS

* Review and approve minutes from previous meeting-**Al approved minutes and Raul seconded the minutes**
* **Reviewed of** [**BOD Action Items**](https://docs.google.com/spreadsheets/d/1Qi09rcPuQnIpx4vPprkfkUx9DPKzOkVm/edit?usp=sharing&ouid=110523837506151229723&rtpof=true&sd=true) **and projects from last meeting**
* Board site-**Dave will help Bethany get the site updated.**

-**Action Item**: **Al will send the board the link for the board site.**

-What is the best way to communicate? **The board raised their hands (text 7 hand raises email 3 hand raises). Both methods will be used moving forward.**

-**Action Item: Maria, Marla, and Raul will send their pictures and bios to Bethany to be updated for the website.**

-**Action Item: Bethany will pass around the staff survey again to compare results.**

-**EHR survey from the therapists, reported they are unhappy with it. Sunshine mentioned the new Capacity grant that was just written has the funding to purchase and implement a new EHR if received.**

-**Action Item: Bethany will add to the executive meeting minutes “To take care of current issues before expanding.” (office space, culture, etc)**

-**Action Item: organizational excellence committee will evaluate the need for more office space.**

**-Action Item: organizational excellence committee will look at non- profit excellence and compared to salary.com to make sure we are staying competitive (401 K), insurance benefits, etc.**

NEW BUSINESS

* **Introduced Maria Forster-welcome to the Board of directors.**
* Expansion Plan**-Brenda went over the slideshow packet to show where we are, where we are not, new office potential. We will be opening the Crawford office next week as our first pilot) then as we get staff, we will open to Hotchkiss, Cedaredge, and Olathe. Then after that we can expand to Montrose. Our plan is to build slowly and steady with a lot of planning and thought into getting up and going. Our staffing plan, is to have Sunshine be a consultant and help coordinate with outreach coordinators and getting a good solid plan. We will put an add out for an outreach manager. It is critical to plan a solid outreach plan.**
* Training for the Board- **(Brenda) stated we are trying to be really solid as we go forward, “Stay in your Lane Training” should be given to the Board. Brenda encouraged the board to think about the new Board Training, Job description and more definition of Board roles. It was mentioned to look to other Boards to see what they use for their training. Action: Sunshine will send what she has to the executive committee from her time at The Paradise Theater.**
* **Action Item: Bethany will add the Grievance policy needs to be in the Board manual.**
* **Action Item: Executive Committee To meet and get a plan going and checklist on how to train new board members, and speaking points.**
* **Action Item: Sunshine will create a document that will be great for verbiage to explain Families Plus.**
* Committees Schedule February Meetings-**Scheduled meetings**
  + –**Outreach: February 17th at 11:00**
  + **–Excellence Committee: February 22nd at 9:00**
  + **–Clinical Meeting: February 23, at 10:00**

Outreach Committee:

* New Outreach Manager Position-**Sunshine will be the interim outreach manager until we hire someone else to take over.**
* Crawford New Office Outreach Ideas- **Lisa Delaney and Sunshine have been working on reaching out to the community, if anyone else has ideas let them know.**

Organizational Excellence Committee:

* New Data Position-**Families Plus has a new data specialist. Sonya will start the next week and will really help with getting data in order to have readily available for grants, reports, and as a clinical tool.**
* Review of Financials- **Bethany stated there is a big payment of $47,000 from United at is going to cover the transfer from RMHP to United as they get their process in place for Medicaid.**
* Audit Review Update-**Carol gave an update,** “**We updated the review this morning, and most of everything was HIPPA related. I feel like we are in a good place, with the audit”**

Clinical Committee:

* Client Survey Results- We didn’t have a lot of people at the event. Action Item: The plan is to try running it through Parent Partners for client survey in an interview format in the next couple months with description and train the therapists to invite honesty.
* Action Item: The data specialist will redo the board report for the March meeting.

OPEN ITEMS

**Next Board Meeting: 11:00 March 24th Location somewhere in Hotchkiss TBD Action Item: Raul will choose a place**

**Adjourn at: 11:43 am**