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**Rhonda L Roth**

Executive Director

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**BOARD OF DIRECTORS MEETING**

**December 16, 2021**

**Members Present Members Absent Others Present**

Mike Ehrmann Alice Hilzer Rhonda Roth

Dean Wingfield (Phone) Ronald Smith Kasha Sheets

Eva Bruns Leeah Key

Mark Turner (Phone) Dave Fast

Linda Heller

Kent Jostes (Phone)

Tom Timm (Phone)

**ROLL CALL:** Michael Ehrmann, President, called the meeting to order. A quorum was present.

**PUBLIC COMMENTS:** None

**EXECUTIVE SESSION:** None

**APPROVAL OF MINUTES:** **Motion** was made with second: (Bruns/Heller) to approve the October 28, 2021 Minutes with the correction of the updated pay schedule to be effective for the October 27, 2021 payroll instead of the November 10, 2021 payroll. All in favor; none opposed. Motion carried.

**AGENDA ADDITIONS**:

* Morgan County membership
* Agency credit card for Jerri Spear, Quality and Compliance Director

**CORRESPONDENCE**: Appreciation feedback from staff for the increases related to the newly implemented pay schedule was shared with the Board members. A few people did express disappointment that the increase for direct care providers was not a consistent percentage.

**FINANCIAL REPORT:** Finance Director**,** Kasha Sheets presented the October financial report, which reflects a small loss. Major contributors were the overtime costs due to our staffing shortage in addition to the cost of the annual audit. We are still waiting for notice regarding potential ARPA funding we may receive from our October application. **Motion** was made with second: (Wingfield/Heller) to approve the October financial report. All in favor; none opposed. Motioned carried.

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**OLD BUSINESS**:

* COVID-19 Update: There are no current COVID outbreaks in our agency.
* We are working on developing a cost share contract with Healthcare Workforce Logistics.
* Effective 12/1/2021 there will be no more National Guard assistance to help address our staffing shortage.
* Yard signs and the new pay increase have attracted new applicants. We have been able to hire new people for facilities in Sterling and Fort Morgan. The current plan is to advertise for the HR Director position in January 2022. Executive Director Roth, Finance Director Kasha Sheets and Quality and Compliance Director, Jerri Spear are jointly filling the role currently.
* The moves from Almar in Julesburg to Vickie Street and Gayle Street in Fort Morgan did have some repercussions resulting in some staff and a manager’s resignations.

**NEW BUSINESS:**

* The online vote to approve the annual staff Christmas gifts with an approximate cost of $8700 was reviewed. The approved rates are as follows:

$20 for substitute and staff with less than a year of employment

$35 for 1 year of employment

$65 for 1- 5 years of employment

$85 for 5 - 10 years of employment

$120 for 10+ years of employment

**Motion** to ratify the online vote for staff Christmas gifts with second: (Bruns/Heller). All in favor; none opposed. Motion passed.

* Ms. Roth is meeting with the new Morgan County Commissioner, Gordon Westoff, next week. It sounds like he will be replacing Alice Hilzer as the Morgan County ECSDD Board appointee.
* Ms. Roth wants to apply for an agency credit card for Jerri Spear, Quality and Compliance Director. Ms. Spear orders items for FSSP purchases and for her current HR role she is ordering and paying for CAPS checks for new employees. Motion was made with second: (Bruns/Heller) to approve the application for a credit card in Ms. Spear’s name. All in favor; none opposed. Motion passed.

**EXECUTIVE DIRECTOR UPDATE:** None

**MEETING ADJOURNED.**

**Next Board meeting is January 27, 2022 at 6:30 pm.**

**The telephone conference number is 1-877-820-7831 and the Participant Pass Code is 8058169, followed by the # sign.**