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**Rhonda L Roth**

Executive Director

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**BOARD OF DIRECTORS MEETING**

**June 29, 2023**

**Members Present Members Absent Others Present**

Mike Ehrmann Carrie Ankrom Rhonda Roth

Dean Wingfield (phone) Ronald Smith Kasha Sheets

Kent Jostes (phone) Jerri Spear

Linda Heller

Tom Timm (phone)

Eva Bruns (phone )

Ronald Berges (phone)

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

**PUBLIC COMMENTS:** None

**EXECUTIVE SESSION:** Executive Session was held from 6:31 to 6:39 pm. for personnel discussion. Following the Executive Session, a **Motion** was made with second: (Bruns/Timm) to approve the Executive Director Evaluation as presented. All in favor; none opposed. Motion carried. **Motion** was made with second: (Wingfield/Jostes) to approve the Executive Director annual salary increase of $4000 to $132,000. All in favor; none opposed. Motion carried.

**APPROVAL OF MINUTES:** **Motion** was made with second: (Heller/Bruns) to approve the May 25, 2023, Minutes. All in favor; none opposed. Motion carried.

**AGENDA ADDITIONS/UPDATES**:

* Ronald Berges Board appointment
* Paychex payroll/HR system update

**CORRESPONDENCE**: None

**FINANCIAL REPORT**: Finance Director, Kasha Sheets, presented the Financial Report for April 2023. Expenses exceeded revenues by $18,000+ with contributing factors of additional IT costs and annual document shredding. We also have an increase in gas and grocery costs. The latter has significantly increased due to the discontinuance of COVID related Food Assistance benefits for our residents. **Motion** was made with second: (Heller/Bruns) to accept the April 2023 Financial Report as presented. All in favor; none opposed. Motion carried.

**Board of Director’s Meeting**

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**OLD BUSINESS:**

* **Case Management Redesign (CMRD):** NECALG was recently notified that they are the recipient of the Case Management Redesign RFP for Region I. We have not met with them yet to start planning but are reaching out to schedule a meeting. We are continuing to work on our Transition plan, which is due to the State by July 15th and working with our HMA consultant about business practice changes.

**NEW BUSINESS:**

* **Board Appointment:** Ronald Berges introduced himself and discussed his career and vast experience in Behavioral and Mental Health in Iowa. He is a new Sedgwick County Commissioner and is the BOCC’s designated representative to ECSDD’s Board. **Motion** was made with second: (Heller/Bruns) to approve Ronald Berges’ appointment to the Board. All in favor; none opposed. Motion carried.
* **Pay Schedule Revision:** We have updated our Pay Schedule to include the5% required increase in the Direct Care wages with the JBC approved starting hourly rate of $15.75 effective no later than July 1, 2023. Direct Care positions will receive the 5% adjustment and all others will see a 3% increase which is consistent with the state rate increases for all other programs. The adjusted rates will result in an approximate increase of $6500 per pay period excluding overtime.  **Motion** was made with second: (Heller/Bruns) to approve the proposed Pay Scale. All in favor; none opposed. Motion carried.
* **Paychex update:** We have begun working with the Paychex team to set up our new payroll/ HR system with the plan to start using the employee time tracking and payroll by mid-August**.**

**MEETING ADJOURNED**

**Next Board meeting is July 27 29, 2023, at 6:00pm**

**617 S 10th Ave, Sterling**

**Telephone conference number is 571-748-4021 and the Participant Pass Code is 8798724,**

**followed by the # sign.**