7/12/222

CARR Board Meeting

9AM Zoom Call

Meeting called by: Standing Monthly Call Type of meeting: Monthly Board Meeting

Facilitator: Butch Lewis Note taker: Kevin Fox

Timekeeper: Butch Lewis

Attendees: Amy Cooper, Rourke Weaver, Rich Montoya, Matt Neptune

Minutes

Agenda item: Snapshot of financials Presenter: Butch Lewis

Discussion:

Current account balance = \$75,785.00 Snapshot & State Contract = \$35,470.84 \$51,000 still out to be reimbursed Returning \$125,000 to state.

Conclusions:

CARR financials solidly in the positive.

Agenda item: NARR October Conference Presenter: Butch Lewis

Discussion:

Dates: October 24th - 26th (Leadership meeting on 23rd)

Location: Richmond, VA.

Hotels: ~\$1,000/person (~\$200/night) Flights ~\$500 round trip/person

Who would like to go?

Rourke planning to attend; who else planning?

Butch suggest carry over this topic to next board meeting.

Will CARR pay for board members' travel costs - vote on this next board meeting.

Conclusions:

NARR Conference attendance by board members and cost covered by CARR to vote on during August meeting.

Agenda item: CARR Recovery Summit Presenter: Butch Lewis

Discussion:

CARR Recovery Summit scheduled for November 10th

Location - Heritage Eagle Bend in Aurora.

Do we want to invite sampling of affiliate operators to sit on a summit committee?

Be careful not to conflict with the Peer Recovery Summit in August.

Possible to bring in a NIMBY expert on recovery housing as key note speaker. Jeff Van Treese from NARR affiliate, Michigan Association for Recovery Residences

Butch to preview a rough draft of a new CARR Guidebook on recovery housing; 31 pages now will probably be near 60 when done.

Covers over 65 areas, such as:

- Developing policies and procedures, you need
- Administration and operation
- Determining your budget
- Recovery supports
- Deciding how medications will be handled
- Physical Property
- Staffing and compliance with state labor laws
- Resident agreement
- Good neighbor policy

It will NOT contain examples of policies, rather describe what policies are needed – will submit to board for review after proof read.

Conclusions:

Awaiting board's thought on hand selecting a group of operators to sit on committee for the CARR Summit scheduled for November 10th. Committee might help determine what affiliates would like to hear.

Agenda item: Salesforce Presentation Presenter: Kevin Fox

Discussion:

Screenshared views of the Salesforce app to show the current design of Salesforce software, showing what and how CARR affiliates' info is captured on the front end to set up data for future reporting options.

Conclusions:

Continuation of auditing CARR affiliate data and entering into Salesforce. Functionality of Salesforce still a work in progress but is operational. Working with Salesforce consultant on dialing in user interface and developing reports.

Agenda item: Minimum Liability Insurance Presenter: Butch Lewis

Discussion:

Question raised on CARR requirement of a minimum liability insurance amount.

Rourke - should not be mandatory but highly recommended. What do we require affiliates to carry?

Matt – General liability minimum requirements.

Butch – CARR does NOT dictate what SLs require but show SLs what DOJ requires.

Conclusions:

CARR will require that SLs must carry some general liability insurance.

Agenda item: Website Update Presenter: Butch Lewis

Discussion:

Twenty-seven pages have been created. Currently working on editing content.

Home				
About				
Recovering Housing Information				
Research				
Info Sheets				
Board of Directors				
CARR Staff				
Resources for Residents				
Find a Residence				
What to Look For				
Questions and Concerns				
Recovery Housing Information				
File a Grievance				
Standards				
FAQ's				
Resource for Affiliates				
CARR Training				
Helpful Links				
Outcomes Survey				
Outcomes Tools Directions				
Best Practice Guide				
Recovery Housing Information				
Standards*				
Applying for Certification				
What Level Are You?				
FAQ's				
Fees				
Certified Recovery Residences				
Affiliates Login				
Contact Us				

Affiliates will be able to log into their individual profiles to update their documents, monitor grievances, etc.

Conclusions:

Updating of website continues, completion is TBD.

Agenda item:	Board gifts	Presenter:	Butch Lewis		
Discussion:					
Butch suggest presenting former board members, James Rhoades and Alia Andrews with thank you gifts and sending a gift to current board president Cali to recognize birth of her child.					
Conclusions:					
Butch to obtain plaques of appreciation to James & Alia and an appropriate congratulations gift to Cali.					
Other Information					
Observers:					
Resources:					
Special notes:					

August board meeting to include the following priority agenda items in order of importance; 1) CARR By-Laws, 2) Board Expansion and 3) Financials.