

CARR Board Meeting

04/18/23

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, Cali Petersen, Dara Keller, Gonzalo Ardavin, Matt Neptune, Rich Montoya, Rourke Weaver, Tonya Wheeler, Alia Andrews		

Minutes

Agenda item: Board members update **Presenter:** Butch Lewis

Discussion:

Amy Cooper voted back onto board as a non-operator. Alia Andrews back as a non-voting member representative for the BHA. By-laws consider non-voting members as advisory role.

Conclusions:

Amy Cooper back on CARR Board of Directors as non-operator position and Ali Andrews back on board as a non-voting advisory role.

Agenda item: Revisit roles for Board of Directors **Presenter:** Butch Lewis

Discussion:

Board comprised of 60% recovery residence operators and 40% non-operators.

With Rich Montoya opening his own new recovery residence turns him from a non-operator to an operator.

Dara – recommend either change by-laws to raise the % or establish a range dependent on board recommendations.

Rich – open to either change by-laws or step down.

Rourke – standards are in place for a reason, favors stepping down and reapplying

Rich – favors stepping and reapplying as well

Dara & Rourke – open to expand board to 15 members

Butch – Does everyone agree that when board member changes role, member resigns and reapplies?

Gonzalo – Agrees, but want to make sure CARR is following BHA rules.

Cali – motions to that when board member changes role, member resigns and reapplies

Motion passes w/ Rich abstaining

Butch clarifies that when board member changes role (i.e. operator to non-operator or vice versa), that member resigns and reapplies to board membership

Conclusions:

New by-law that when a board member changes role (i.e. operator to non-operator or vice versa), that member resigns and reapplies to board membership

Agenda item: Recovery Residence Discharge Bill HB23-1204 update **Presenter:** Butch Lewis

Discussion:

Passed both House and Senate. Waiting for governor's signature.

100 days after signing goes into effect

Oxford House was fine with everything (Oxford House and legacy programs will be a little different)

Probably 2 or 3 board meetings before effective.

Discharges will be on Summit agenda.

Conclusions:

HB23-1204 Recovery Residence Discharge Policy to take effect 100 days after governor's signature. This bill will be one of the items on the Summit agenda.

Agenda item: Budget update **Presenter:** Butch Lewis

Discussion:

CARR budget sitting OK.

Newly acquired insurance cost of \$10K and Salesforce database software cost of \$8K to come of this month.

New insurance includes the following:

- Cyber Policy – due to website and all records now stored on the cloud in Salesforce, covers data breaches, HIPAA violations and anything that involves technology/internet.
- D&O (Directors & Operators) – specific to organizations like CARR, covers anything Board of Directors do.
- Liability – example: if Kevin or Butch commits theft or damages something/someone, covers up to \$1 million additional automobile liability
- Workers Compensation – state contract with BHA requires

\$10K total for all coverage

Butch will email out financials to all board members as well as next year's budget including new legal & accounting and board approved raises for employees.

Conclusions:

New insurance acquired for CARR. Budget, legal and accounting info to be emailed directly to board members.

Agenda item: CARR Summit 2023 **Presenter:** Butch Lewis

Discussion:

Denver West Sheraton @ 6th & Union in Lakewood.

Food & Beverage costs decreasing from last year w/ CARR providing snacks vs. purchasing snack service from venue.

In-house A/V "Inspire" is a little higher than A/V company used last year so additional cost is offset with CARR providing snacks.

No concerns voiced w/ holding the summit on the west side of Denver metro this year.

Butch – How does the board feel about charging \$10 - \$20/ticket? Would this be a barrier OR an incentive?

Tonya – concerned with any barriers to attending.

Amy – Sponsors?

Rourke – attendees should have a little "skin in the game". Maybe scholarship opportunities. Is CARR's goal either to get the word out to everyone or only want invested participants?

Gonzalo – Perhaps we charge \$0 this year and consider charging next year in '24?

Matt – How much money do we need to raise?

Butch - \$30K. Sponsorship is \$2,500. Asking each board member to locate one (1) sponsor.

Amy – What else can board members do to help manage future summits, planning?

Butch – Was considering asking RR operators to create committee on the summit. Comedian offering to entertain for free. Kim Savage attorney from Berkley, CA specializing in recovery housing (non-oxford house) to do a session for Colorado law w/ more live scenarios (did this for Missouri). Start with State of the State and new 1204 law.

Conclusions:

CARR Summit 2023 to be held Thursday, November 9th at Denver West Sheraton.

Undetermined if charging attendees this year or not.

Summit agenda, speakers, etc. are still in planning. Possible to ask RR operators to a volunteer planning committee?

Agenda item: Funding **Presenter:** Butch Lewis

Discussion:

- Conversations w/ Diversus
- Grievances receiving at a higher rate all require follow up.
- Oxford House received \$500,000 opening 17 residences; CARR certified 69 residences in 2022.
- Butch seeking two (2) more staff members: (1) to help Kevin w/ inspections/certifications and (1) for training and grievances as trainings are the primary resolution to grievances.
- Create a jurisprudence exam to address basics of standards for operators, etc.
- Butch & Kevin completed a 30hr training from NARR.

Conclusions:

CARR seeking funding from multiple potential sources to finance additional staff members and training programs.

Agenda item: [REDACTED] – Critical Incident **Presenter:** Butch Lewis

Discussion:

[REDACTED] – no formal grievance filed, more a critical incident report. [REDACTED] admits to a sexual relationship w/ client. They have been upfront. Has stepped down from their position, removed themselves having no contact with any participants in the program.

Conclusions:

CARR required all staff of the program to complete NAADAC training. [REDACTED] placed on a 90-day probation having no contact with any clients in the program, required to complete NAADAC training and to be reassessed at the end of the probation.

Agenda item: [REDACTED] - Grievance **Presenter:** Butch Lewis

Discussion:

[REDACTED] – Alleged discharge w/ out appropriate referral sources. Possible 5 or 6 violations against standards. Diversus brought this to CARR. Initial meeting conducted w/ Diversus. Fact finding meeting to be scheduled w/ [REDACTED].

Cali – Believes [REDACTED] uses the software, [REDACTED], similar to [REDACTED]. It time stamps everything through the client portal.

Amy – For the most part, treatment facilities do not provide copies.

Cali – what does their intake process look like? Does someone walk the client through the portal? They could still have access 1 year after discharge.

Conclusions:

CARR and Diversus to conduct a joint meeting with [REDACTED] to discuss circumstances of the grievance submitted and allegations. CARR to confirm the program's intake procedure and follow up.

Other Information

Observers:

Resources:

Special notes: