

CARR Board Meeting

5/21/24

9AM

Zoom Call

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| Meeting called by: | Butch Lewis | Type of meeting: | Monthly Meeting |
| Facilitator: | Butch Lewis | Note taker: | Zoom AI / Christi Romig |
| Timekeeper: | Jaycie Lafrican | | |

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| Attendees: | Butch Lewis, Christi Romig, Scott Mounce, Gonzalo Ardavin, Dara Keller, Danielle Gillespe, Alia Andrews, Amy Everet |
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Minutes

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| Agenda item: | April Financials | Presenter: | Butch Lewis |
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Discussion:

-Went over statement of financial position

-CARR currently has outstanding debt of \$324,000 owed by BHA to CARR.

- Similar situation in the past
- Reallocation of funds on certification contract.
- Next month funding should be covered until 196 contract is settled

-Interpretation of BHA contract:

Current contract states that BHA has 45 days to pay CARR from submission

- When questions are raised, BHA has been restarting the 45 days after all issues resolved
- Amy shared other providers face similar issues and BHA is reviewing their payment process based on feedback from Commissioner Smith
- Dara found that the language is strict in the contract not supporting BHA's 45 day stance.

-End of fiscal year

- Potentially unable to move forward after June due to cashflow issues
- \$250,000 necessary from BHA to complete planned deliverables

-Financial reviews

- Gonzalo would like clarification on particular financials
- Requesting a breakdown of the financials
- Butch will provide invoices and breakdown beginning next month

-Requests to approve financials.

Conclusions:

April financials approved.

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| Agenda item: | Software | Presenter: | Butch Lewis |
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Discussion:

-Butch discussed the implementation of BeHave software

- Software needs to be implemented in next 40 days
- CARR will need to get \$610,000 loan to prepay for software
- BHA to pre approved MOU to ensure payment
- Invoice can only be turned in after MOU approval

-Fiscal year

- 196 contract from BHA came back with 2 budgets
 - 6-month contract for July to December
 - 1-year contract for July to June
- CARR will assume the debt and then pay for it

-Butch would like board approval to initiate \$610,000 loan

Conclusions:

No objections from board regarding loan

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| Agenda item: | XXXXXXXXXX Audit | Presenter: | Butch Lewis |
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Discussion:

-Audit will be occurring next week

- One day for Policy and Financial audit (Butch and Christi)
- Two days for site audits (Kevin)

-Investigation concluded by DORA due to Civil Rights complaint

- No fault settlement

-Signal has been updated on results

Conclusions:

-Will report back to board next month on situation

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| Agenda item: | XXXXXXXXXX Grievance | Presenter: | Butch Lewis |
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Discussion:

-Grievance was filed regarding physical issues on property

-Kevin did CARR inspection last week

-Meeting tomorrow with Head of Building Department and Head of Code Compliance with Butch and Kevin to discuss

-Littleton PD reporting increased number of calls of service and will provide information

Conclusions:

-Will report back to board next month on situation

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| Agenda item: | 2025-2026 Budget | Presenter: | Butch Lewis |
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Discussion:

-New budget to go into effect July 1, 2025

-Beginning in January 2024, Butch and Kevin receiving 8% salary increase. Butch raise has not gone into effect.

-CARR is looking to add 2 new positions

-Dara is concerned with salaries after expansion grant ends

- \$200,000/year budget will increase to \$407,000

-Monies received in 2 forms

- Certification Fees
- Legislative funding

-Amy asked where we would get the additional \$207,000 in funding

-Increase in only \$200/house is not feasible without an increase in legislative funding

-Gonzalo states that there are only two ways to increase our budget

- Increase fees
- Supplemental support from state

-Alia: BHA supports going to legislature to ask for increase

-Amy: There needs to be both an increase in pay (with a possible tiered plan) and subsidized through the state

-Without state help, fees would increase certification to \$867.20/house

-Gonzalo: Arizona has \$100/bed/year fee for certification and with this increase, it is still only \$87/bed/year in Colorado

-Scott: Currently the budget is not sustainable. If there is no state funding, providers will have an increased amount for certification

-Dara: A multifaceted approach may be best

Gonzalo: If there is an increase in house fees to \$500/house for certification, it is still only \$50/bed/year. Arizona is currently \$100/bed/year and is looking to increase to \$120/bed/year.

-Rourke and NARR are working on national comparisons currently

- \$4M/year currently in Colorado
- \$10M/year currently in Virginia where they keep all the administrative fees and can grow within the certification body.

-Scott: \$200/house/year is not sustainable. It was \$700/house/year in the beginning

-Gonzalo: We have to raise certification fees

-Scott: Why not raise the fees now?

-Gonzalo: Come up with a scalable plan where fees are progressively raised? Increase \$300 next year and another \$100 per year until back at \$700.

-We have to find a way to make up the \$183,479 today and in the future

-Gonzalo: Raise to \$700 per house now to bring funds up to where they need to be. With this change, everyone will be angry for 2-3 weeks and then it will be okay. Houses will be refunded with state legislative monies.

-Butch: Concerns for hold-outs. If 50 houses don't recertify, fees will increase to \$1020/house/year and there are no consequences for not getting certified.

-Scott: If you aren't certified, you can't get referrals. The only way to get residents is off the streets.

-There is no state funding to uncertified residences.

-CARR needs to this now to be sustainable. Then go to legislature and give credits to homes when approved.

Conclusions:

-Fees for houses will need to increase

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| Agenda item: | Background Checks | Presenter: | Butch Lewis |
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Discussion:

-Butch: Currently required to do background checks on operators but have not been due to lack of disqualifying criteria

-Gonzalo & Scott: See what is approved through Probation and Parole for criteria

-Butch: Will research and report next month

Conclusions:

-Will report next month on criteria through Probation and Parole

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| Agenda item: | Grievances | Presenter: | Butch Lewis |
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Discussion:

-Butch: Should there be an Ethic Standard Committee made up of only operators? When grievances occur, the committee will review, make a determination, and report to the board?

-Gonzalo: With grievances under CARR, they have been getting resolved. CARR is doing a great job.

-Scott: We can't have sober living owners policing other sober living owners. This will cause more issues and BHA will not approve of this model.

Conclusions:

-Review and revise bylaws and grievance process

Other Information

Observers: N/A

Resources: N/A

Special notes: N/A