

# CARR Board Meeting

8/20/24

9AM

Zoom Call

<b>Meeting called by:</b>	Butch Lewis	<b>Type of meeting:</b>	Monthly Meeting
<b>Facilitator:</b>	Butch Lewis	<b>Note taker:</b>	Zoom AI / Christi Romig
<b>Timekeeper:</b>	Christi Romig		

<b>Attendees:</b>	Butch Lewis, Scott Mounce, Gonzalo Ardavin, Dara Keller, Matt Neptune, Joy Hart, Amy Everet
-------------------	---

## Minutes

<b>Agenda item:</b>	July Minutes	<b>Presenter:</b>	Butch Lewis
---------------------	--------------	-------------------	-------------

### Discussion:

-July Board Minutes reviewed

### Conclusions:

July Board Minutes approved

<b>Agenda item:</b>	July Financials	<b>Presenter:</b>	Butch Lewis
---------------------	-----------------	-------------------	-------------

### Discussion:

-Gonzalo mentioned that there was an accounts payable to Butch for \$5,000. He would like to see that paid back and closed out before the next board meeting

-Butch states that he thinks there may actually be a larger amount in quickbooks, but he will get with Lee Ann and complete the payout.

-Requests to approve financials.

### Conclusions:

July financials approved.

<b>Agenda item:</b>	Certification Fees	<b>Presenter:</b>	Butch Lewis
---------------------	--------------------	-------------------	-------------

### Discussion:

-Gonzalo thought there was going to be further discussion and attempts to not increase fees

-Butch states there are two steps to get to certification fee final amount

1. How inspections take place
  - a. Are we keeping it yearly certifications
  - b. Are we going to every other year
2. Financial landscapes done with HRSA & SAMHSA & University of Kentucky

These two pieces of data will allow CARR to give the Board a better idea of how the legislature is going to respond to the increase in certification fees or increase in the CARR budget.

- Inspections happening yearly for each residence currently. Issues with this include:
  - Takes up time and staff yearly
  - Residence owners know exactly when we are coming.

- CARR staff proposes that after a recovery residence has had 2 years of consecutive inspections on a house that the 3rd year would be random at 10% of the homes. So for programs with 10 houses or less, we would inspect one house randomly. If that house fails, we would inspect another house. If the second house fails, we would do an entire review of the program and inspect all houses in that program. The random inspections should open up a more accurate insight to how the program runs the rest of the year when CARR is not coming into the houses.
- If a program passes with a random inspection, we will do a complete inspection of program and properties the next year. This would allow CARR to inspect all houses every other year.
- CARR expects some pushback from the municipalities for not inspecting the homes every year, but we will educate them on the fact that we are trying to get a more accurate picture of what the program looks like on the off years with random inspections.

-Scott asks if it is a program or house for 2 consecutive years, talking about if you open a new house within a program.

-Butch states that we should do it by program. Especially with the rural programs.

-Scott asks about notice - is it 24 hours

-Butch thinks it will be just a knock and inspection or we give a larger program 24 hour notice and they have no idea what house it is. CARR inspector would knock and if no one is there, we would go back.

-Scott doesn't want CARR showing up and there is no one at the house and then they have wasted their time. Can CARR call in the morning and say that it will be in the next couple of hours?

-Butch states we would try to do it toward the evening time so that we can do an interview as well and we would need people in the house. We have found in the past that evening is best when we do no-notice inspections because if we give notice, programs will get the people out of the house that they don't want CARR to interview and will have the people they want CARR to interview present.

-Dara asked about concern with privacy if there is no-notice

-Gonzalo understands the intent, but thinks that there needs to be a reasonable amount of time for notice. Maybe 24 hours? He also likes the direction CARR is going, but thinks there may be pushback in the community regarding why Scott would only have one house inspected and the programs would be paying \$1,200 each year for inspections. He asked why he would have to pay the full fees.

-Butch says that each program will have to earn the right to have bi-annual inspections of only 10% of houses, but that CARR will give the option of having all of the houses inspected.

-Scott states that most of the fees are certification at this point and that he would be willing to pay the full inspection fees and only have one house inspected rather than take a whole day for inspections.

-Gonzalo would like to have a notice prior to an inspection. He gave a hypothetical that when it is time for inspections if the Board agrees to this, that he will get insurance certificates updated, application in, and fees paid, the program operator is just waiting for a notice for inspection?

-Butch discussed the portal and that once it is created, there is not going to be a need for the extensive paperwork process. Everything will be uploaded and online and only new signed documents will need to be uploaded.

-Amy states that this is a little different than when considered initially a few months ago. She states that she thought it was just one year of an initial inspection and then the next year would be random. With a random inspection, there is a 24 hour notice before a "random inspection"? She states that this is very similar to the current situation and that 24 hours is quite a bit of time for a program to "clean up" the homes. She stated that CARR should be giving them more of a challenge on the front end and some forgiveness on the back end? 24 hours notice will allow the owner to cover all of the minor infractions we have been discussing in the first place.

-Butch clarified that the owners sign an agreement that CARR has the right for no-notice inspections with regards to grievances, but we have never incorporated it into the home inspection process. How do we do this from here on out?

-Dara agrees that with any state agency, they have the right to inspect when they want and that CARR should have the same ability. She doesn't know, however, if because it is a residence it presents tension there. She agrees that 24 hour notices will create the same problems now that the owner has sufficient notice to correct any problems. Perhaps CARR need to create a standard that agrees that inspections can be performed without notice. This will also include caution with regards to women's programs and male inspectors because CARR wants participants to feel comfortable as well.

-Butch reminds the board of a week last October where he and Kevin spent a week and went to other states to see how they did their inspections. There was no consistency. Florida, Virginia and West Virginia do unannounced inspections and also do 2 inspections a year - one that is scheduled and another that is unannounced. Ohio is like our state where they do one inspection a year and it is scheduled. The states with multiple inspections have larger staffs.

-Gonzalo mentioned that the State oversees the recovery residences in the State of Arizona and they give a 1 hour notice. It is typically directed at the program manager and/or the listed house manager.

Dara states that this may be a middle ground where a program cannot fix all the problems and move furniture out.

-Butch states that hiding beds is a big issue because we are moving to a per bed certification. So every bed moved out saves \$120.

-Alia says that this answers all her questions.

-Butch asked if it would be helpful for Kara to send out an email to other states to determine if they do random inspections, one hour, or 24 hour notices.

-Dara states she likes the idea of a 1 hour notice. That is more than enough time to provide the notice to a residence for privacy issues or concerns they may have.

-Matt states that he sees the value in having a short notice and getting an honest look into how programs are operating. He is wondering if it should be 1 hour or 4 hours, but a little notice would be good to ensure people are there. He thinks that there should be a some sort of a reward for doing well for years with a program without grievances and severe inspection issues.

-Alia states that she is looking at the NARR code of ethics and it is really up to CARR to determine this. She agrees with Matt and Dara that just a little amount of time is necessary for privacy and making sure there is someone there, but not enough time to correct problems and move beds. She is also wondering about PEER inspections and if we should look at that?

-Butch states that he is not so concerned with minor issues, but more unethical programs. Some neighbors and former residents inform CARR that a program has more beds than they are supposed to and bigger violations. He wants to know if when we do this are we giving 24 hour notice that we would be coming to inspect 10% of the program and not a specific house? Are we giving notice of the exact house we are going to inspect?

-Gonzalo shared that in Arizona they give you notice within the hour and tell you to have a representative at the front door of the address within 60 minutes.

-Butch mentioned that he spoke to someone about Arizona having a consultant to base their legislation and program more on what Colorado is doing, so within the next 3 months potentially, Colorado and Arizona may have a contract option of consulting together. This same company helped 4 or 5 other states on the east coast.

-Butch asked if the Board would like to just go with the 1 hour rule or reach out to other states.

-Scott states he agrees with the 1 hour rule, but an inspector will have to be trained to look for signs of hiding furniture. Looking in other spaces in the home where beds can be, marks on the floor and such. The 1 hour mark seems reasonable as long as there are less consequences for smaller infractions.

-Alia agrees with Scott that if you are running a good program, it will be apparent. If someone is being unethical, hopefully that will show if there is only an hour notice and things are awry.

-Butch will work up a new policy and procedure for this and send it to the board via email and hopefully approve at the next Board meeting.

**Conclusions:**

**-Butch will write new policy and procedure for inspections and send to CARR Board for approval at September Board meeting.**

<b>Agenda item:</b>	SUD as primary diagnosis in recovery residences	<b>Presenter:</b>	Butch Lewis
---------------------	---	-------------------	-------------

**Discussion:**

-Butch discussed that the CARR staff has been talking about the definition of a recovery residence. There are some programs that work primarily with the department of corrections to get referrals to the program, but the individual does not identify as having a substance use disorder. Does the CARR Board or the BHA have a problem with individuals that do not identify as having an SUD being referred to a recovery residence program?

-Joy states that when people are incarcerated for years and have previously had challenges with substance use, they have been forced into remission in prison. We know differently from the optimism of someone coming out of incarceration that there are many traumatic and stressful transitional times. Realistically, how many people would meet the diagnostic criteria if it is on a clinical basis? When does someone stop having the issue?

-Butch states that the staff has been discussing that very type of scenario. He reports that the CARR staff would like to continue to certify programs that are allowing individuals who may not identify as having an SUD but are living in a recovery residence and remaining sober. The CARR staff also agrees that it is better to err on the side of oversight rather than none. There is an example of a boarding house that was trying to make half of the house residents in recovery. This program was filling beds with people that were unhoused rather than with a diagnosis of SUD.

-Dara states that maybe putting guardrails on it to say that even if they don't identify as an individual in recovery, but are transitioning into a better societal position - such as the criminal justice system - that they can still become a resident of the program.

-Scott reports that he works with the DOC quite a bit and that his program is not a halfway house but a recovery residence, and they have to identify with a level 4 or 5 substance abuse score. He states that he really thinks it is up to the program and what they are willing to do and how they want to work. His parameter is a substance abuse score of 4 or 5.

-Butch states that CARR is working very closely with DOC on housing and trying to strengthen a lot of that up, so we are going to be seeing a lot more situations with DOC that are going to be coming up during the 2025 calendar year.

-Matt states that he doesn't think CARR should be in the business of telling operators who they can and can't take. It is up to the individual program to decide what kind of program they want to be and for CARR to support them in that way. He mentioned that if there is grant funding, there may need to be some type of oversight or barriers put in place. But as far as who identifies as a drug addict or not, that is up to the program to decide.

-Butch states it sounds like everyone is on the same page and CARR will continue to certify programs and be supportive in whatever way possible.

**Conclusions:**

**-Continue certifying programs and supporting them.**

<b>Agenda item:</b>	Open position at CARR	<b>Presenter:</b>	Butch Lewis
---------------------	-----------------------	-------------------	-------------

**Discussion:**

-Butch informed the CARR Board that we are going to have an opening because Kevin is moving to Texas. He will come back for the CARR Summit in November for everyone to say goodbye to him. Taylor will be filling Kevin's role and CARR is working on filling Taylor's position of Expansion Director. Taylor has the right temperament for the inspector position and will be shadowing Kevin for 4-5 weeks during the transition. He has also made great strides in the expansion position and has an investment group offering to buy 20 houses for programs in rural areas. They are looking for 2 houses in Cortez currently and CARR should see a lot of movement on the expansion side with this investment group.

-Butch has a job description for the Expansion Director role and we will be filling that role at the end of September.

-Matt asked when Kevin's last day was and if CARR would get him a going away present?

-Butch states that Kevin will be back in November and CARR has not had much success with going away gifts.

-Alia asked the name of the investment group.

-Butch does not know the name.

-Matt asked if it would be a conflict of interest for a CARR staff member to buy a houses for potential operators of sober livings.

-Butch states that it would be a conflict of interest and that it is not happening with CARR staff right now. He also mentioned that it is not Taylor buying the houses but an investment company.

-Alia mentioned that BHA is looking at conflict of interest everywhere right now. They are looking at it with every single person that contracts with them.

-Scott asked if the investors are buying the houses for the owner of the recovery residence and not for CARR.

-Butch assured everyone that this investment has nothing to do with CARR. He also wanted to discuss that there were individuals on CARR staff that were going to own and operate recovery residences or become partners, but that the conflict of interest restricted them from doing so.

-Alia asked if this was something started prior to employment at CARR?

-Butch stated they were in the process of doing it but did not go forward with it after securing their employment.

-Alia asked if someone involved with the Oxford House before could still open a house?

-Butch states that he doesn't know limitations with Oxford house, but that a CARR employee could not be a partner in running or owning houses. The closest thing that CARR staff is involved in recovery residences with is PEER coaching.

**Conclusions:**

**-Expansion position should be filled by the end of September.**

<b>Agenda item:</b>	CARR Board meeting extension	<b>Presenter:</b>	Alia
---------------------	------------------------------	-------------------	------

**Discussion:**

- Alia would like to propose that the CARR Board meetings be extended to an hour and a half from now on so that people don't schedule meetings and have to leave early.
- Butch doesn't disagree with the idea and wants to remind the Board that November 8 is an all day board meeting.
- The CARR Summit and all day board meetings are held right after elections every year in November so that all the politicians are back in town.
- Butch would like to put this on the agenda for the November CARR Board meeting.

**Conclusions:**

- Continue certifying programs and supporting them.**

MEETING ADJOURNED at 10:05

---

### ***Other Information***

---

**Observers: N/A**

**Resources: N/A**

**Special notes: N/A**