

THE HAVEN BOARD OF DIRECTORS MEETING
MINUTES
January 26, 2021 – 4pm
2601 N. Campbell Ave, Ste. 105 - via Zoom

Board members present: Colette Barajas, Jean Gadea, Frances Moore, Barbara Sattler, Vanessa Seaney, Tara Radke, Jacqueline Wohl, Michael Drake, Rhonda Peoples, Sheila Hipps

Board members absent: Michael Goforth, Lenn Ditmanson

Staff present: Margaret Higgins, Allison La Croix, Frank Pallavicini, Kristin Lindberg, Diane Anderson, Cynthia Duncan, Jon Wood, Julie Mairs

Called to order at 4:00pm

Staff Appreciation – Judi Romero, Lead House Manager Trainer, Residential:

Discussion: Judi is a huge asset to The Haven. She is new to the role as trainer and in this position has developed a training schedule. She steps up when she needs to and has great ideas. House manager staff work with clients and provide direct care support, make sure they attend meetings, transport to appointments and crisis intervention. This role has one on one interaction with clients and house managers are the backbone of the organization. The board acknowledges how crucial this role is.

Education Minute – Kristin Lindberg – Stakeholder satisfaction survey results:

Discussion: reviewed survey responses and performance goals for FY2020/2021. We have increased our marketing efforts and are advertising at bus shelters. Although we have not heard of anyone contacting us because they saw our ad, it may be an indirect approach. We are also looking to do staff presentations within the community and increase our presence. Policy manuals have also been updated (CARF requirement).

Consent Agenda:

1. Minutes from December 15, 2020
2. Executive Director's report
3. Financial Report/Audit

Discussion: Motion to approve by Jacqueline and 2nd by Tara. All in favor. No questions or comments. Unanimous approval.

Committee Reports:

Finance – Discussion: reviewed statement of financial position and statement of cash flows. We have had an influx of computer equipment/technology purchases this year due to new staff. We apply each year for different grants and have received approximately \$59,000. All lap tops are secure and staff became certified to deliver telehealth via zoom. We also have a zoom business account with offers another level of security. Once we transition to our new EHR, zoom is included as well.

Program – Discussion: new assessment center is complete. We have a team leader and two representatives. Intakes have increased and we currently have no waiting list. Additionally, the IOP staff has been increase to meet the needs of that level of care. Residential has been struggling due to recent Covid outbreaks in December which caused intakes to cease in December. We are currently trying to rebuild the census. Residential has a new procedure in place when new clients are admitted. They all go into quarantine at intake until their Covid test comes back negative. During this time, clients are still programming and receiving services. We are also growing our Native Ways program and

building new areas to honor their traditions. Beginning in February, we will also begin hosting a distinguished speaker series.

Development – Discussion: 50th celebration has been tabled to 2022 due to Covid. We will continue fundraising events and increasing awareness. We will step up our Facebook and social media presence. Bus shelter ads are very well done and we hope to see an increase in awareness. The committee is developing parameters for Reyn’s fund. The Stonewall Foundation has agreed to contribute \$5,000 annually for the fund. Looking to possibly create a Reyn’s fund committee for accountability. The board members and staff will work together to create an application for clients to apply for funds.

Personnel - Discussion: 12 new staff have been hired since mid-November and there are still a couple of open positions. Staff are continuing to receive Covid vaccinations. Approximately 60% of eligible staff have been vaccinated so far. 80% is the short term goal and 100% being the long term goal.

50th Anniversary Celebration – Discussion: on hold until 2022. Will continue to promote and fundraise through the website. Planning to send out a fundraising letter in March/April to replace this year’s Chrysalis luncheon.

Information, Discussion and Action Items

Election of Officers – Discussion: No contest and all current officers will retain their positions. Motion to accept by Sheila and 2nd by Tara.

Haven Foundation – Discussion: Jean is making progress on Form 1023 to submit to IRS. The foundation is to ensure protection of assets in the event of a merger, acquisition, etc. No other updates.

Advisory Board Establishment - Discussion: purpose is to have a formal way to keep people near and dear to The Haven on a roster so they don’t forget about us. We will be able to call on people when we need something. This board will have constituents from the community who want some level of involvement with The Haven, but not board-level commitment. Send potential member suggestions to Jean and Margaret. Changes to by-laws will be discussed during the Governance Meeting.

- a. Changes to by-laws needed
- b. Mission of Advisory Board
- c. Possible members
 - i. Betsy Bolding
 - ii. Julia Gordon
 - iii. Jill Rich
 - iv. Michal Goforth
 - v. Lenn Ditmanson
 - vi. John Wesley Miller

Update on Reyn’s Fund – Discussion: This was discussed during the Development Committee update.

Dates to remember:

Governance Meeting – Thursday, February 4, 2021 - 8:30

Next Board Meeting –Tuesday, February 23, 2021

El Tour de Tucson – April 10, 2021 (may be rescheduled for November 2021)

Meeting adjourned at 5:16pm