

THE HAVEN BOARD OF DIRECTORS MEETING
Minutes – September 28, 2022, 4:00 pm
via ZOOM

Board Members Present: Colette Barajas, Fran Moore, Jacquie Wohl, Barbara Sattler, Tara Radke, Jeannie Gadea, Phyllis Howell, India Davis, Rebecca Smith, Vanessa Seaney

Board Members Absent: All Present

Staff Members Present: Frank Pallavicini, Aimee Graves, Kristin Lindberg, Emilia Honkasaari, Cynthia Duncan, Allison La Croix, Latricia Clary, Vondi Grijalva, Cristina Simmons

Guests: No Guests

Meeting called to order at 4:05pm

Staff appreciation – Vondi Grijalva, Assessment Representative

Discussion: Comments from peers shared by Collete. Since Vondi has been at Assessments Vondi has done an amazing job with Residential admissions, completing assessments very quickly. Vondi does her best to help the Residential Technicians and help solve any issues that arise.

Vondi states she started at The Haven in 2015 as a Receptionist and has since moved up as a Recovery Coach and is now an Assessments Representative. Grateful to The Haven for the opportunities and to all staff for providing the amazing culture serving our community. Having to opportunity to work directly with women have been incarcerated and struggle with substance use disorders has always been a dream and is honored to work here.

Frank gives praises. Vondi has a talent that is rarely seen, making every client feel special, welcome and valued, develops a relationship and then uses to help guide them in their Recovery.

Education minutes: Naloxone Education

Discussion: Viewed Video and discussed content of video, availability of Naloxone at our facilities and proper practices for use.

<https://www.youtube.com/watch?v=ORbf7uNITZw>

Consent Agenda –

1. Minutes from July 26, 2022
2. Executive Director's report

Motion by Jacquie to approve. Second by Phyllis. No Discussion. Unanimous approval.

Committee Reports

Finance - Reviewed financial report. For August, 2022, Cash; Investment; and net Accounts Receivable balances are \$5.4m with 294 days cash on hand, an increase of 6 from July. There

was a \$120,000 ARPA disbursement on September 2nd. The Current Ratio, current assets over current liabilities, is 5.95 to 1. At August's close, 97% of the non-SABG (Substance Use Block Grant payable by Arizona Complete Health) Client Accounts Receivable is aged at 90 days or less. The Haven settled with Arizona Complete Health on their pre-Covid receivable at .70 cents on the dollar and received payment in August. The Haven hit its SABG limit at the end of July and wrote-off approximately \$50,000 for services in this category in August. The Net surplus for August is \$65,671, a favorable variance to budget of \$48,821. The Operating Surplus for August is \$62,162. The Haven will receive insurance proceeds of \$18,000 for duplex fire related costs.

Year-to-date, there is a Net Surplus of \$48,496, a favorable variance of \$87,111 to budget. Unrealized Investment losses for the year are \$240,707. For the eleven months

This report for July was made on August 11th.

For July 2022, Cash; Investment; and net Accounts Receivable balances are \$5.3m with 286 days cash on hand, an increase of 4 from June. The next ARPA disbursement will be in September. The Current Ratio, current assets over current liabilities, is 5.77 to 1. At July's close, 76% of the non SABG (Substance Use Block Grant payable by Arizona Complete Health) Client Accounts Receivable is aged at 90 days or less. Approximately, \$163,000 of UD modifier reprocessing is aged greater than 90 days. Without the reprocessing 96% of Accounts Receivable would be aged less than 90 days.

The Net surplus for July is \$53,607, a favorable variance to budget of \$42,303 to budget. The Operating Surplus for July is \$64,907.

Year-to-date, there is a Net Deficit of (\$96,565), an unfavorable variance of \$11,418 to budget. Unrealized Investment losses for the year are \$240,707. For the ten months ended July 31, 2022, Operations ended with a Surplus of \$288,184 as compared to a budgeted deficit of (\$6,119). Operating Income is \$297,106 [5%] greater than budget and Expenses are at 100% budget.

The Finance Committee is scheduled on October 24, from 4 – 4:45 PM via Zoom.

Personnel – Committee took place September 26th 2022 from 1-2pm via Zoom.

Development - Chrysalis has been postponed until March or April 2023. Tohono Chul is still the 1st option to hold the luncheon but we will continue to look at other venues as the time gets closer. Arizona Inn is still not scheduling events for the foreseeable future.

Information, Discussion and Action Items

Budget – Budget Summary presentation

Motion by Jacquie to approve. Second by Phyllis. No Discussion. Unanimous approval.

Foundation - The Foundation Committee has requested The Haven Butterfly Foundation's board to consider making changes to its Articles of Incorporation and Bylaws. Once The Haven Butterfly Foundation returns them to The Haven board, Aimee will engage Kendis Muscheid to review them to ensure all Haven board members are comfortable and confident moving forward. Next steps for The Haven board include identifying roles and creating policies and procedures that will govern how the two 501c3 organizations work together. Time for next Foundation Committee TBD at next Governance.

Oonagh Morison – Celebration of Life and Memorial took place on Saturday, September 10th at The Haven Campbell location. Upgrade to Serenity Garden currently dedicated to Oonagh.

Board Retreat – Jeannie will host at her house, January 10, 2023. Julie and Jeannie will work together to facilitate and plan.

Staff Updates- HR Director, Welcome Latricia Clary!

Dates to remember

- Next Board Meeting – October 25, 2022, 4pm
- Governance meeting - October 5, 2022, 12:15pm
- Development Meeting – October 17, 12pm
- Personnel Meeting – October 24, 12pm
- Finance Meeting – October 24, 4pm
- Tour de Tucson - November 19, 2022
- Holiday celebration - December 13, 2022 pending Covid status
- Board Retreat - January 10, 2023
- Annual meeting - January 24, 2023
- Chrysalis Luncheon - date not confirmed yet

Meeting was adjourned at 5:49pm