



THE HAVEN BOARD OF DIRECTORS MEETING
AGENDA – February 28, 2023, 3:30pm
via ZOOM and in person at
2601 N. Campbell Avenue, Suite 110

Our mission is to provide professional, holistic services to all women as they unlock their potential while recovering from substance use and while moving towards their best mental health.

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

Staff Present: Aimee Graves, Vondi Grijalva, Emilia Honkasaari, Cynthia Duncan, Amber Santa Cruz, Sharese Bailey, Allison LaCroix, Ryan Olsen, Lalita Arnold, Savannah Robbins, Latricia Clary, Julie Mairs

Guests: Erin Russ

Staff Appreciation – Lalita Arnold, Residential Technician Supervisor

Discussion: She is absolutely the hardest working most competent employee I've ever seen at The Haven and I've been here for over 10 years. She also has one of the hardest jobs at residential dealing with staff and clients. She's a great leader and handles all the stresses of her job without letting it affect her work. She makes everyone feel welcome and creates a safe space for clients and coworkers. She has been doing an amazing job at Res. and like they said she has a very difficult job and does it with grace!

Education Minute – Day in the life of a client – Vondi Grijalva

Discussion: The Assessment Team completes the intakes with clients. The intake process is reviewed with each clients. They are offered food and drinks. After the intake is completed, clients are offered assistance with obtaining a behavioral health agency. Conversations take place with the clients about any emergent needs they may have such as food and appointments they have scheduled. If the client is established with an agency, the agency is notified of the clients arrival. After the Assessment Team has completed their part, warm hand offs to other departments take place. The whole process typically takes 1 to 1 ½ hours. This is a new process and is much smoother. Currently there is about a 24 hour turn around time for clients to be admitted.

Consent Agenda

1. Minutes from January

2. Executive Director's Report

Discussion : This months ED report highlighted client success stories. Motion to approve Consent Agenda by Fran and second by Jacquie. All in favor. Unanimous approval.

Committee Reports – *Please review committees meeting notes, which are part of the board packet, through the Board Portal on The Haven website.*

Finance/Audit - Discussion: Reviewed bullet points from the Finance Director. Revenue from January was \$515k which is about 83% of what was budgeted. Year to date revenue is just over \$2m which is approximately 80% of the budget. Expenses for January were \$485k which was about 79% of the budget. Year to date expenses are 2.3m which is 87% of the budget. 95% of current client receivables are aged at 90 days or less. Current days cash on hand is 238.

Development - Discussion: Chrysalis Luncheon has been the main topic of conversation. This year it will be held at Tohono Chul. Attendees can explore the grounds either before or after the event. We are in need of volunteers to help with the event. It is common practice that each board member purchases a table and fills it with guests. The guests could be people who are interested in learning about The Haven and the event. There are a lot of ways to support The Haven. The event starts at 11am and we're asking volunteers to arrive at 10am. We will be sending a sign up sheet via email with where help is needed. We have created a new tri-fold brochure and thank you postcards. We are also continuing to make outreach thank you calls to donors.

Information, Discussion and Action Items

Gender Education – Erin Russ

Discussion: Erin has been an active member of the community for years. They currently assist with Senior Pride. Our language is evolving when we talk about gender and so it helps to all be on the same page. The full presentation was recorded.

How we handle gender at the Haven – Allison La Croix

Discussion: Reviewed the power point presentation created by Allison.

Meeting adjourned at 5:45pm

DATES TO REMEMBER

- Governance meeting – March 1 at 12:15pm via zoom
- Haven Tour – April 21 at 8:30am
- Development Committee – March 27 at 12pm via zoom
- Finance/Audit Committee – March 27 at 4pm via zoom
- Board Meeting – March 28 at 3:30pm, hybrid (in person and zoom)
- Chrysalis Luncheon – April 18 at Tohono Chul
- Board Enrichment – May 9, at Barbara's house, 1601 E. Kleindale
- Personnel Committee – ad hoc