



THE HAVEN BOARD OF DIRECTORS MEETING
AGENDA March 19, 2024, 3:30pm
via Microsoft Teams and in person at
2601 N Campbell, 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 toward their best mental health.

Board members present: Colette Barajas, Jacquie Ward, Vanessa Seaney, India Davis, Jeannie Gadea, Phyllis Howell, Fran Moore, Kimberly Bond, Judith Francis

Board members absent: Barbara Sattler

Staff members present: Latricia Clary, Aimee Graves, Vondi Grijalva, Cynthia Duncan, Emilia Honkasaari, Shawna Lortz, Sharese Bailey, Kelli Gacic, Erisha Green, Julie Mairs

Meeting called to order at 3:35pm

I. **Education Minute** – Alumni Program

Discussion: Presentation by Shawna Lortz, Alumni Coordinator. Alumni program started in June 2023 and offers support for Haven alumni. Each month a calendar of events is distributed. The program began with monthly “fun” outings and morphed to more support type groups. Considering the pivot back to fun activities. Participation has been minimal so in January 2024, the program was open to OP members. Ideas are being discussed on how to improve the program. We have alumni who are mentors to IOP/OP members and that is going well. Alumni need a minimum of two years continued sobriety to be a mentor and the requirement is a minimum of two in person meetings per month. We have 12 active mentors with a capacity of 15. Each mentor has a 90-day commitment.

II. **Consent Agenda**

A. Minutes from February 27, 2024 - 2 minutes

B. CEO’s Report - 5 minutes

Discussion: Motion by Jacquie to approve and seconded by Phyllis. Admissions intakes have increased by 50% and unplanned discharges have decreased. A journalist who is doing an article on the Fentanyl crisis at the boarder has spoken with Emilia and Allison. No updates to report. 10 of 13 weeks of Celebrating Families have been completed and this is a great program. Everything has been completed in regard to the PHI breach that happened in fall 2023. Shoutout to Latricia who coordinated with a partner organization to give back. Members made valentines’ cards and they were delivered along with a flower to the members at that organization. AZCH annual audit saw an increase in results from prior year audit. Census at residential is currently around 90% and IOP at 104%. We’ve restructured the Res Tech shifts from 8 to 12 hour shifts and we’ve been tweaking the model as we need to.

Unanimous approval to approve the consent agenda.

III. **Committee Reports**

Please review the committees’ meeting notes, in the board packet on the Board Portal on The Haven website.

Executive

Discussion: Thank you cards for Chrysalis attendees and sponsors are available for board members to sign. Be on the lookout for an email from Julie to schedule 1 on 1's with board members and Aimee. Barbara's plaque will be ready soon.

Finance/Audit

a. Board Bullets

Discussion: Reviewed the board bullets, balance sheet, income statement and units of service. Down about 50k for February and about 320k YTD. Payors have been paying slowly due to place code changes.

Development

Discussion: Raised about 43k from Chrysalis and our goal this year was 45k. Honoree is always the big draw and reflective of the money we raise. New relationships that we've gained is always important. We'd like to integrate the drumming and/or blessing into next years program and going forward. It was well received by all who attended.

Board Growth and Advancement

Discussion: The orientation manual is close to being finished and should be available within the next couple of months. The manual will be online and can be printed if board members request a hard copy.

IV. Information, Discussion and Action Items

Staff appreciation lunch

Discussion: Will schedule for November with food trucks again. Thursday afternoons work best. Asking \$200 from each board member. Approval to move forward with the event.

Special Project Award

Discussion: Encourage staff to see what they need in their areas and "pitch" their ideas to the board. This will help with staff morale. Continue discussions at the next board meeting. Winner will be presented at staff lunch in November.

Fast Pitch

Discussion: Event is March 26th at 7pm at The Fox Theatre.

Meeting adjourned at 5:03pm

DATES TO REMEMBER

- Fast Pitch – March 26, 7 pm, Fox Theater
- Executive Committee – April 3, 12:15 pm via Microsoft Teams
- Development Committee – April 2, 11 am via Microsoft Teams
- Board Growth and Advancement Committee – April 3, 1:30 pm via Microsoft Teams
- Finance/Audit Committee – April 22, 4pm via Microsoft Teams
- Board Meeting – April 23, at 3:30pm, hybrid (in person and via Microsoft Teams)