

The INARF Board of Directors meeting was held on Friday, April 28, 2023 at Easterseals Crossroads, Indianapolis. The INARF Board of Directors meeting convened at 11:30 AM.

Present: Donna Elbrecht, Easterseals Arc of Northeast Indiana, Chair
Neil Samahon, Opportunity Enterprises, Inc, Vice Chair
Patrick Cockrum, Sycamore Services, Inc., Treasurer
Yolanda Kincaid, Janus Developmental Services, Inc., Secretary
Debbie Bennett, Hillcroft Services, Inc., Immediate Past Chair
Brienne Boles, Developmental Services, Inc.
Jeff Frady, Benchmark Human Services
Matt Harrington, LOGAN Community Resources, Inc. (phone)
Jason McManus, Wabash Center, Inc.
Chris Nabors, Peak Community Services, Inc. (phone)
Jacque Pulling, The Columbus Organization (phone)
Danielle Tips, Pathfinder Services, Inc. (phone)
Jim Wiltz, Kestrel Behavioral Health, LLC

Guests: Christiaan Campbell, Campbell and Associates LLC
David Smith, Carey Services, Inc.
Kacie Ensign, Opportunity Enterprises, Inc.
Rick Thompson, Marshall-Starke Development Center, Inc.

Staff: Katy Stafford-Cunningham, President/CEO
Barb Young, Vice President - Finance/CFO
Nanette Hagedorn, Vice President, Member Services
Brian Carnes, Director, Public Policy & Technical Assistance
Courtney Scott, Public Policy Analyst
Ethan Newett, Communications & Marketing Coordinator
Alivia Duerlinger, Operations Coordinator

INARF Board of Directors meeting

I. Call to Order, Welcome

Donna Elbrecht called the meeting to order.

II. Modification to the Agenda

There were no modifications to the agenda.

III. Approval of the Minutes

The March 24 INARF Board of Directors meeting and March 24 INARF Annual Meeting of the Board minutes were presented and reviewed.

Motion 23:09 Jason McManus motioned to approve the March 24 INARF Board of Directors meeting and March 24 INARF Annual Meeting of the Board minutes. Brienne Boles seconded, and the motion carried.

IV. Review of March Financial Statements

Barb Young presented and reviewed the March financial statements. At the end of March, the change in net assets from operations is \$33,100, the change from nonoperating activity is \$53,400, for an overall increase in net assets of \$86,500.

Motion 23:10 Debbie Bennett motioned to file the March financial statements for audit. Yolanda Kincaid seconded, and the motion carried.

V. Standing Committee Reports

A. Finance

Barb Young presented a report from the Finance Committee which met on April 12, where they reviewed the financial statements, the NBI Investment Performance report, and the INARF 401(k) Plan Fund Monitoring Report. They were also given a status update on the transition to the Plan's new third-party administrator.

In preparation for the Committee's annual review of the Organizational Member Dues Formula, there was agreement to form a subcommittee to enable deeper analysis prior to the Committee's next meeting which is anticipated to be held in June.

B. Audit

Matt Harrington presented a report from the Audit Committee which met on March 16.

i. Review 2022 Audit Report

The INARF Audit Committee met with Blue & Co. representatives Shawn Williams and Tyler Dickey to hear the presentation of the 2022 Audited Financial Statements on March 16. This report and the accompanying letter to the Board are included in your materials. The letter reflects a clean opinion with no audit adjustments or concerns. The Audit Committee recommends the Audited Financial Statements be accepted as presented.

Motion 23:11 Neil Samahon motioned to accept the 2022 Audited Financial Statements, Patrick Cockrum seconded, and the motion carried.

ii. Review 2022 Draft Form 990

The draft Form 990 prepared by Blue & Co. was emailed to the Board in advance. The Audit Committee has reviewed the document and recommends it be accepted as presented.

Motion 23:12 Patrick Cockrum motioned to accept the 2022 Draft Form 990 for filing, Brianne Boles seconded, and the motion carried.

The Audit Committee was agreeable to continue engaging Blue & Co. for 2023 audit and tax services.

C. Government Affairs

Jason McManus presented a report from the Government Affairs Committee (GAC) which met on April 14.

Staff reviewed the deadlines for a few of the bills that INARF has been watching. These included HB 1001, the Budget Bill, the amendments, and changes that have been made thus far. Staff updated the Committee on HB 1342, the DSP Registry Bill, and HB 1213, the CIH Waiver Bill as well.

The next GAC meeting is TBD.

D. Training and Professional Development

Jim Wiltz presented a report from the Training and Professional Development Committee (TPD) which met on April 26.

Staff referenced the Consent Agenda Reports requesting the need for further discussion on any reports including the March Meeting Summary, the 2023 Annual Conference Dashboard reflecting Sponsorship commitments in the amount of \$54,600 (87% to goal), Exhibitor commitments of 36/51 (71% to goal), and Artisan commitments 13/16 (81% to goal), and a report of the 4.73 (Scale 1-5, 5 Highest) Satisfaction Rating for the March 21 & 22, INARF Person-Centered Individualized Support Plan Facilitator Training hosted

with thirty-five individuals in attendance.

The Committee New Business included a review of five of the eight remaining Educational Session proposals for the INARF 2023 Annual Conference in advance of the June 5 registration launch, a discussion on the Keynote and Post Note recommendations by Staff with a final selection of Petra Marquart's Keynote on Maintaining Quality Service During Change and Mike Mecozzi's Post Note on The Tortoise and the Hare Retold: Learning to Run and Win the Races that Matter, and a preview of the 2023 Annual Awards and Scholarship – Call for Nominations to launch May 1.

The next TPD meeting will be May 24.

E. Membership Development

Chris Nabors presented a report from the Membership Development Committee which met on April 12.

The Committee discussed ideas for future topics for the Membership Development Committee. A doodle poll will be sent to Committee members to get input on topics discussed.

The next Membership Development Committee meeting is TBD.

VI. Professional Interest Section Leadership and Committee Appointments

Donna Elbrecht reported on the full listing of Professional Interest Section leadership and committee appointments. There are 66 individuals representing 38 of INARF's Organizational Members that make up these appointments. This represents 53% of member organizations participating in at least one standing committee or leading a Professional Interest Section. The individuals have agreed to serve from April 2023 through March 2024.

Motion 23:13 Debbie Bennett motioned to approve the appointments. Yolanda Kincaid seconded, and the motion carried.

VII. President/CEO Report

Katy Stafford-Cunningham provided the President/CEO report including topics of internal operations and key policy, legislative, and regulatory updates.

Ms. Stafford-Cunningham informed the Board of discussion with the Finance Committee regarding their INARF membership dues formula review for this year. It was agreed that they would form a subcommittee to be led by Ms. Young which would review the formula more closely in advance of the next Committee meeting regarding how it has aged since it last changed in 2018. They will look at other state associations' dues formulas, as well as discuss the Dues Review Checklist. Ms. Stafford-Cunningham noted that at this time, they do not anticipate a change will be made to the dues formula for 2024. She shared that if there ever is a change proposed, then INARF will be very intentional with timely communication to the membership to assure adequate notice is given. The Board will be revisiting their Strategic Priorities in order to address the environment and this will impact future years' budgets. Because of this, conversation around the INARF dues formula will continue over time.

Next, Ms. Stafford-Cunningham informed the Board of the updated Board Meeting schedule. The INARF Board Retreat will take place on October 27 in lieu of a Member Forum. On Friday November 17, there will be a Member Forum that takes place virtually before the Board Meeting which will also take place virtually.

Ms. Stafford-Cunningham shared that INARF will be giving their feedback on the draft definition of Provider Owned and Controlled Settings to the state. Additionally, The Part C plan for First Steps is up for comment. Ms. Stafford-Cunningham and Courtney Scott are working with a group of members on drafting their comments, which are due May 5 and will be shared with the Board.

Regarding the American Rescue Plan, Ms. Stafford-Cunningham shared that she and Kim Dodson of The Arc are interested in furthering the discussion as a partnership, coming together as an industry from not only the provider perspective but the individual's perspective to understand the plan with funding. If needed, they will move forward with a joint letter.

Ms. Stafford-Cunningham also discussed an update on the rate implementation. She has been in communication with the Indiana Health Care Association as well as the Association for Home and Hospice Care about trying to push for the implementation of the rates sooner rather than later.

Lastly, Ms. Stafford-Cunningham shared with the Board that she and Ms. Young have been working on the Vice President-Legislative Affairs job description which will be posted on May 1. This person would be the new in-house lobbyist. A transition will take place with a yearlong session-overlap, so that Ms. Stafford-Cunningham can be available at the State House due to the complex and unique issues INARF faces. The intent would be that the Vice President-Legislative Affairs would then move forward to be the face of INARF at the State House. She noted the slight change of the position which has been revamped so that this person can be more engaged legislatively outside of legislative session. This person can also help members grow their relationships with legislators. The Vice President-Legislative Affairs will also lead the INARF PAC activities and grow those relationships.

VIII. Adjournment

The next INARF Board of Directors meeting will be held via Microsoft Teams Friday, May 26, 2023 at 11:00 AM. There will be no May Member Forum.

Respectfully submitted,

Yolanda Kincaid, Secretary