

The INARF Board of Directors meeting was held on Friday, April 22, 2022 at the English Foundation Building, Indianapolis. The INARF Board of Directors meeting convened at 11:30 AM.

Present: Debbie Bennett, Hillcroft Services, Inc., Chair
Rick Adams, Benchmark Human Services, Immediate Past Chair
Donna Elbrecht, Easterseals Arc of Northeast Indiana, Vice Chair
Yolanda Kincaid, Janus Developmental Services, Inc., Secretary
Patrick Cockrum, Sycamore Services, Inc., Treasurer
Donna Belusar, ADEC, Inc.
Brianne Boles, Developmental Services, Inc.
Jason McManus, Wabash Center, Inc.
Chris Nabors, Peak Community Services, Inc.
Neil Samahon, Opportunity Enterprises, Inc.
Jim Wiltz, Dungarvin Indiana, LLC

Absent: Karen Brummet, IPMG, Inc.
Matt Harrington, LOGAN Community Resources, Inc.

Guests: Jim Allbaugh, Carey Services, Inc. (via phone)
Bitta DeWees, Stone Belt Arc, Inc.
Kacie Ensign, Opportunity Enterprises, Inc.
Jeff Frady, Benchmark Human Resources
Renee Korb, Residential Services, Inc.
Paula LeMaster, SafeinHome, Inc.
Tonya Vandivier, Stone Belt Arc, Inc.

Staff: John Barth, President/CEO
Katy Stafford-Cunningham, Executive Vice President/COO
Barb Young, Vice President - Finance/CFO
Nanette Hagedorn, Vice President, Member Services
Brian Carnes, Director, Public Policy & Technical Assistance
Kim Wasiak, Operations Coordinator

INARF Board of Directors meeting

I. Call to Order, Welcome

Debbie Bennett called the meeting to order.

II. Modification to the Agenda

There were no modifications to the agenda.

III. Approval of the Minutes

The March 25 INARF Board of Directors meeting minutes were presented and reviewed.

MOTION 22:08 Donna Elbrecht motioned to approve the March 25 INARF Board of Directors meeting minutes. Chris Nabors seconded, and the motion carried.

The March 25 INARF Annual Meeting of the Board meeting minutes were presented and reviewed.

MOTION 22:09 Rick Adams motioned to approve the March 25 INARF Annual Meeting of the Board meeting minutes. Donna Belusar seconded, and the motion carried.

IV. Review of March Financial Statements

Patrick Cockrum presented and reviewed the March financial statements. The March financial statements included two versions of the Statement of Activity – one as usual in the past and a new one formatted with Investment Income moved below to a new area called Nonoperating Gain/Loss. The new format is similar to the Blue & Co Audit Report and staff recommends using this version going forward to better reflect the operational activity.

At the end of March, using the previous version - INARF has a change in net assets from operations of \$51,500 and an unrealized loss on investments of (\$125,000), for an overall change in net assets of (\$73,500). Using the new format, the change in net assets from operations is \$45,000, the change from nonoperating activity is (\$118,500), for the same overall decrease in net assets of (\$73,500).

MOTION 22:10 Mr. Cockrum motioned to file the March financial statements for audit. Ms. Elbrecht seconded, and the motion carried.

V. Standing Committee Reports

a. Audit

Barb Young presented a report from the Audit Committee which met on March 15.

The INARF Audit Committee met with Blue & Co. representatives Shawn Williams and Tyler Dickey to hear the presentation of the 2021 Audited Financial Statements. This report and the accompanying letter to the Board were emailed in advance. The letter reflects a clean opinion with no audit adjustments or concerns. Also included is a letter on Industry Trends for informational purposes only. The Audit Committee recommends the Audited Financial Statements be accepted as presented.

MOTION 22:11 Ms. Elbrecht motioned that the 2021 Audited Financial Statements prepared by Blue & Co. be accepted as presented. Mr. Cockrum seconded, and the motion carried.

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 22:12 Jason McManus motioned to approve the 2021 Draft Form 990 prepared by Blue & Co. for filing. Jim Wiltz seconded, and the motion carried.

The Audit Committee obtained quotes from Blue & Co. for the next three years' audit and tax services and is agreeable with the amounts quoted.

b. Governmental Affairs

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

Committee Members discussed their current concerns with the I/DD industry and offered topics to be considered for the INARF 2023 Legislative Agenda. Staff and Consultants will take the list and combine topics and streamline the issues in preparations for the next month's discussion where the Committee will prioritize topics and hone in on a shortlist of topics for the agenda inclusion.

INARF Staff provided an update on various pandemic-related issues impacting ICF providers including masking and vaccine requirements.

INARF Staff spent time discussing the feedback from Members on HCBS Stabilization Grants and how Members are utilizing the funding and recommendations for future grant requirements.

INARF Staff updated the Committee on Member experiences with 14c audits.

Finally, the Committee received an update on the process for SSA Representative Payee Review.

The next meeting will be held on May 11 at 10 AM.

c. Training and Professional Development

Jim Wiltz presented a report from the Training and Professional Development Committee (TPD) which met on April 20.

The Committee agenda included a review and approval of 3 new Conference Educational Session Proposals (bringing the total to 25 of the 30 Educational Sessions confirmed); a discussion on the 5 Educational Session opportunities remaining; and a consensus to move forward with the identified keynote and post-note speakers; a review and approval of 3 DSP Webinar Series proposals; a discussion on the remaining DSP Webinar topics awaiting further development and a DSP Virtual Conference in September; and a discussion on the Stand-alone Professional Development Event recommended topics for further development. Since opening the opportunities for Exhibit Booth, Artisan Booth, and additional Sponsorship, commitments for 32 Exhibit Booths, 8 Artisan Booths, and \$52,300 in Sponsorships have been secured. In conclusion, Staff apprised Committee members that the May 17-18 professional development training on *Person-Centered Individualized Support Plan Facilitator Training* has launched and has attracted thirty-two registrations to date.

The next TPD meeting will be on May 19.

Next, Mr. Wiltz presented a report from the Leadership Skill-Building (LSB) Workgroup which met on March 22.

The Workgroup agenda included a discussion on the April Classes including Session Satisfaction from the Participants and Presenters, Workgroup observations, and Advisory Group activities in-between Classes. The Workgroup members concurred that the presentations *Using Data to Drive Decisions*, *The Anatomy of Strategy*, *Public Policy*, *Why It's Important and Why you Need to Engage*, and *Governance*, *Working with Boards and Corporate Committees*, were outstanding and received average satisfaction scores of 4.22. Next, the Workgroup reviewed the Beyond the Academy Leadership Development 2.0 survey results where the membership showed interest in a Leadership Academy Class of 2023 and the development of a Leadership 2.0 Class to take place in 2024.

The next meeting of the Leadership Skill-Building Workgroup will be held in May.

VI. Professional Interest Section Leadership or Committee Appointments

There are none at this time.

VII. President/CEO Report

John Barth provided the President/CEO report including topics of INARF internal operations and key policy/legislative/regulatory updates.

Mr. Barth started with the internal operations update, reminding members that they approved a deficit budget for 2022. One mitigation is to expand Ability Indiana (AI) sales. Katy Stafford-Cunningham reported AI has shifted some of the focus to municipality outreach to diversify and increase the program revenue. Indiana code allows partnering with municipalities. One tactic has been to target procurement leaders at the local level with marketing Emails focused on their procurement needs, the products and services in the AI program, a meeting request, and in March, information about Disability Awareness Month. The breakdown of emails sent to date: January 253 and March 378 with individual follow ups. Meetings have taken place in the following counties: Porter, Clinton, Warrick, DuBois, with emails sent to the following counties and cities: Scott, Delaware, DuBois, City of Muncie, Allen, Vermillion, Cass, Hendricks (not interested) and Vigo (not interested), City of Zionsville, City of Lawrence, City of Whitestown, City of Lebanon, City of Evansville, City of Fort Wayne, and City of Indianapolis. The meeting with City of Indianapolis buyers is upcoming. Mr. Barth reported on an upcoming meeting with the VP of Marketing at the Indianapolis Airport to discuss partnership opportunities.

Brian Carnes shared an update on the Vaccine and Mask Mandate. CMS Mandate Rule is causing two issues - access, and masking. The Indiana Department of Health (IDOH) has been surveying Group Homes asking who is masking and vaccinated. DOH said CMS guidance required both masks and exterior provider vaccine information. CMS gave INARF written clarification that masks are not required as long as other disease transmission protections are in place. CMS also clarified that providers who operate 100% outside of the group home do not fall under the survey process.

Mr. Barth provided an update on the recent quarterly meeting with Dr. Dan Rusyniak. Those in attendance included Kelly Mitchell and Cathy Robinson, of DDRS/FSSA. Topics discussed included the Staffing Crisis, Routine Rate Review Process Status, Crisis Services, Case Management Rates, and ARPA Spend Plan Implementation.

Lastly, Mr. Barth shared further information on the FSSA's planning for the future of 14c in Indiana. They are planning a program that will last about 72 months. The initiative is kicking off with the announced grants programs and will eventually conclude with FSSA elimination of payment for services that support 14c.

VIII. Adjournment

The next INARF Board of Directors meeting will be held on Friday, May 20, 2022 at 11:30 AM via GoToMeeting.

Respectfully submitted,

Yolanda Kincaid, Secretary