

The INARF Board of Directors Meeting was held on Friday, May 20, 2022 via GoToMeeting. 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
Brienne Boles, Developmental Services, Inc.
Karen Brummet, IPMG, Inc.
Matt Harrington, LOGAN Community Resources, Inc.
Jason McManus, Wabash Center, Inc.
Chris Nabors, Peak Community Services, Inc.
Neil Samahon, Opportunity Enterprises, Inc.
Jim Wiltz, Dungarvin Indiana, LLC

Absent: Donna Belusar, ADEC, 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 April 25 INARF Board of Directors meeting minutes were presented and reviewed.

MOTION 22:13 Chris Nabors motioned to approve the April 25 INARF Board of Directors meeting minutes. Rick Adams seconded, and the motion carried.

IV. Review of April Financial Statements

Barb Young presented and reviewed the April financial statements. The April financial statements reflect a change in net assets from operations of \$39,400, a change from nonoperating activity of (\$224,700), for an overall decrease in net assets of (\$185,300).

MOTION 22:14 Yolanda Kincaid motioned to file the April financial statements for audit. Mr. Adams seconded, and the motion carried.

V. Standing Committee Reports

a. Finance

Ms. Young presented a report from the Finance Committee which met on May 2.

The Committee reviewed the financial statements, the NBI Investment Performance report, and the INARF 401(k) Plan Mutual Fund Monitoring report. The Committee had good discussion confirming the Monitoring Report elements to review and clarified responsibilities of management and the Committee.

The Committee also conducted their review of the INARF Organizational Membership Dues Formula by walking through the Annual Review Process document developed in 2021. This document addresses current strategies in place to sustain INARF dues revenue from Organizational and Associate members, strategy for building / utilizing reserves, ongoing priorities to sustain INARF, checklist for Organizational Membership dues to determine if INARF should be able to provide the desired level of deliverables to members for the next few years in a sustainable manner, checklist for Associate Membership Dues, and a timeline of communications to allow transparency. After much discussion, the Finance Committee agreed to keep the current dues formula and related principles for 2023 dues.

Lastly, the Finance Committee asked to keep the dues discussion on their upcoming meeting agendas to enable deeper analysis and continued conversation.

The next meeting will be in July.

b. Governmental Affairs

Jason McManus presented a report from the Governmental Affairs Committee (GAC) which met on May 11.

Committee members continued the discussion of topics for consideration in the INARF 2023 Legislative Agenda. Staff and consultants will take the list and summarize the policy issues and the Committee will be asked to prioritize the topics. Topics discussed included Crisis Services, Case Management Rate Review, 1102 Task Force Committee topics, better coordination of services in schools, and MedWorks.

INARF staff provided an update on DDRS grant opportunities for employment initiatives.

The next meeting will be held on June 16.

c. Membership Development

Chris Nabors presented a report from the Membership Development Committee (MDC) which met on May 11.

Based on feedback from Committee members, the first topic for discussion, DSP Staffing, and Innovation (which was slated for the May meeting) will be pushed to the August meeting, where it will be discussed along with the second topic, Managed Care.

For this meeting, INARF staff requested input on the upcoming 1102 Task Force Subcommittee topics: DSP Curriculum and Training, Waiver Trends and Support and Incident Reporting. The input provided will be used as INARF meets with 1102 Subcommittees in June for a final report out by September 1.

The next MDC meeting will be held on August 3.

d. Training and Professional Development

Jim Wiltz presented a report from the Training and Professional Development Committee (TPD) which met on May 19.

The Committee agenda included an update on opportunities for Conference Exhibit Booths, Artisan Booths, and additional Sponsorships, noting commitments for 37 Exhibit Booths, 12 Artisan Booths, and \$58,300 in Sponsorships have been secured. The

agenda proceeded with a review and approval of 5 Conference Educational Session Proposals (bringing the Conference Program development to completion); a review and approval of 2 DSP Series Webinar Proposals; a review and approval of the September Virtual Conference for DSPs Schedule; a review and approval of 1 Stand-Alone Professional Development Training Proposal; and a discussion on the further development of other DSP Series Webinars and Stand-alone Professional Development Trainings topics. Staff apprised Committee members on upcoming events including the Professional Development training on *Person-Centered Individualized Support Plan Facilitator Training* that is in the process of being rescheduled from mid-May to late July due to the presenters' physical limitations, and the May DSP Series Webinar on *Removing Toxicity in the Workplace* that has received over 150 registrations to date.

The next TPD meeting will be on June 16.

VI. Professional Interest Section Leadership or Committee Appointments

Ms. Bennett appointed Jeff Frady, Benchmark Human Services, be a co-chair to the Community Supports Services Professional Interest Section.

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 and shared that INARF has hired a new Public Policy Analyst, Courtney Scott, who will be starting on May 23, Courtney most recently worked for OMPP, with a focus on DMHA waivers. The Annual Self-Advocates of Indiana (SAI) picnic will be on September 23, which is also a Member Forum and Board of Directors meeting date. INARF is proposing to have only the Board meeting at 9 AM and bypass the Member Forum for September, to allow for INARF member and staff participation in the SAI event. Lastly, the June Member Forum and Board of Directors meeting will be held at Easterseals Crossroads, with Peggy Welch, FSSA Chief Advocacy officer, speaking on the Direct Service Worker Initiative and the INARF Leadership Academy Graduation taking place during the Member Forum.

Mr. Barth informed on a proposed new initiative that will support new member growth. DDRS approached INARF with concern about multiple non-INARF member providers with revenue under \$250K and their ability to manage regulatory structure and changes. DDRS proposed a model where DDRS and INARF can work together to develop a business acumen training series, where organizations would receive a year of INARF membership including access to the INARF 2023 Annual Conference, in turn the state would ask for full participation by the organizations at the trainings. The business acumen program would be a 15-month effort and include training topics such as fiscal operations sophistication, BQIS top ten findings and how to prevent them, team building, and internal/external communications. The Board held much discussion regarding the potential initiative between INARF and DDRS. Mr. Barth reported that Hall Render would be consulted regarding potential risks. He will share Hall Render feedback and a summary of these comments with the Executive Committee to assure it is in line with the Board discussion. He and Nanette Hagedorn will then share the information with Kelly Mitchell, DDRS Director, before the June Board meeting.

Katy Stafford-Cunningham shared that Mr. Barth and she met with Ms. Mitchell to discuss the future of group home services in Indiana. Ms. Mitchell stated that she sees SGL as part of the future continuum of care. She is open to discussing the issues such as the future demand and supply with the types of homes clients need and are seeking and the increase in the number of individuals with more complex needs. Ms. Mitchell is looking at our workgroup for any recommendations they may have.

Mr. Barth updated that the 1102 Task Force was instructed via HEA 1075 to make recommendations to the legislative council by September 1. INARF is working with The Arc of Indiana to identify participants and a process for the HEA 1075 Provisions and Formation sub

committees. Topics include DSP Curriculum and Training, Waiver Trends and Support, and Incident Reporting, and the virtual meeting kickoff will be on June 3. INARF is using the MDC as a “think tank” for recommendations. Currently INARF staff is sitting on all three 1102 Task Force subcommittees and will be using the INARF Member Forum to keep everyone informed.

Lastly, Mr. Barth discussed the current status of micro-communities. Based on a member request for more guidance on micro-communities, INARF requested that DDRS provide an overview of the regulatory framework for the communities during a DDRS Advisory Council meeting. Cathy Robinson, DDRS Associate Director, reviewed that the key considerations include leases, the PCISP, and if the location allowed for integrated community activities is on-par with other residents of the area. INARF is planning to prepare a document that summarizes the guidelines and considerations for providers to consider.

VIII. Adjournment

The next INARF Board of Directors Meeting will be held on Friday, June 24, 2022 at 11:30 AM following the Member Forum at Easterseals Crossroads.

Respectfully submitted,

Yolanda Kincaid, Secretary