

Board of Directors  
COMMUNITY LIVING ALLIANCE  
Executive Summary

**Date:** February 22, 2021

**Location:** Zoom Video Conferencing

**Presiding:** John Gardner

Board Members Present	Gardner, Schmidt, Deist, Larson, Jones
Guests	Todd Costello, Executive Director; Anne Speigle, Executive Assistant, Jo Tresley, Director of Finance
Absent	Sontag, Foxgrover, Ekloff
Recorded by:	Speigle

President, John Gardner, called the meeting to order at 4:38pm.

**Announcements:** Disability Advocacy Day is March, 23, 2021.

**Minutes:** The Board reviewed and approved the Minutes and Executive Summary from the January 25, 2021 meeting.

**Plan and Budget:** Mr. Costello presented the 2021 Plan and Budget. Jo Tresley went over the 2020 year end financials showing a positive Revenue over Expense Ratio and Executive Director Todd Costello went over the 2021 Priorities. This includes COVID 19 (health disparities and post COVID transition), Financial Solvency, Quality Initiatives, Infrastructure development, EVV Implementation, and the Organizational Culture. The Board approved the motion to accept the 2021 Plan and Budget.

**Executive Directors Report:** Mr. Costello summarized his report as follows:

**EVV (Electronic Visit Verification):** The EVV Implementation team continues to send data to the DHS Sandata portal. During the soft launch we continue to see errors from the process. There is no penalty and CLA continues to look at all vendors and their integration with the DHS portal to correct any issues. No date for the hard launch has been released as of yet.

**Programs:**

**COVID-19:** CLA is continuing to follow guidelines set by public health, CDC and DHS. CLA would like to see percentages of our workforce that have been vaccinated but at this time public health has not released such information.

**Post COVID 19 Transition Planning:** Staff has expressed satisfaction in remote working. CLA will look at a hybrid option, including staggering office hours, limiting the number physically in conference rooms and offices, and monitoring productivity from the remote work.

**Quality:** CLA had a surprise DHS visit for recertification as a Freestanding Personal Care Agency. One small item needed has been addressed and we are pleased all documentation was in good standing.

**2021 Fundraiser:** Planning a fundraiser for September 2021. Decision whether this will be virtual or in person will be decided at the April meeting.

Motion to Adjourn 5:50 is approved.

**COVID-19 Update Meeting:** The Board will continue calls at 4:30 p.m. on alternating Mondays to provide updates and address any questions concerning COVID-19. Due to Madison

Public Library being closed during COVID-19, the April 26 meeting will be held via video conferencing. (Please note time above). There will be no March board meeting.

The meeting adjourned at 5:48pm