Board of Directors COMMUNITY LIVING ALLIANCE

Executive Summary

A meeting of Community Living Alliance, Inc. Board of Directors was on September 25, 2023, at CLA.

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| Board Members Present | Greg, Sharon, Terri, Jenn, John, Mike, Katie, Mike M |
| Guests | Todd Costello, Executive Director CLA  Anne Speigle, Executive Assistant CLA |
| Absent | Kristi Brereton |
| Recorded by: | Speigle |

Todd Costello called to order the meeting at 4:35

**Announcements:** Hard to believe we are already beginning to work on the 2024 Fundraiser. CLA working on November Family Caregiver month, including guest speaker and self-care focus. Hoping to record it for those unable to attend. Shared the CarePool video-board members made some suggestions.

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| Motion: |  | To approve September 25, 2023, Board Meeting Minutes and Executive Summary |
| Made by: |  | Gardner |
| Second: |  | Larson |
| Status: |  | Approved |
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**Financials:** Revenue over expense ratio is positive. Planning for an evening out of funds due to COLA, Market Adjustments, new positions, Director of Admin started, decreased census, Still remaining within budget.

**COVID-19**: CLA has seen an uptick in the last few months. Duration and severity seem to be less than peak. Most likely a seasonal challenge similar to the flu.

**EVV (Electronic Visit Verification):** Continue to submit more clean claims. CLA is the leader of the pack at 98% compliance.

**Marketing:** Continue to focus on recruitment and retention. Focusing on making connections with PCWs, calling at the end of shifts, having meetings at the end of the week. Currently looking at a meeting with Madison College and Edgewood. Targeting Special Ed majors, or CNA programs. We are now using Supported Employment workers for housekeeping and chores. We are interested in hiring retirees and looking into a youth apprenticeship program.

**CarePool Grant:** CLA has been able to start providing rides through CarePool paid for by the grant. CarePool is excited about helping to promote CLA in its recruitment efforts. Video advertising to show what caregiving is like.

**HR:** Busy with recruitment. 403B annual audit resulted in no findings. Preparing for benefit renewal. Annual compliance training for all PCWs and core staff is ongoing. We continue to have all staff engaged in Cyber Security training.

**Family Caregiver Month:** November is Family Caregiver month. CLA is meeting with someone from the VA to plan a virtual meeting with our Family Caregivers- the focus will be self-care.

**Next Meeting:** The next board meeting will be on October 28th at Madison Public Library in room 104.