

Minutes of the Meeting of Directors of Status: Code 4, Inc. (SC4i)

Date: January 27, 2020

Location: 2860 South Circle Drive, Ste. 300, Colorado Springs, CO 80906

Miles DeYoung acted as chairperson, and Ann Rush acted as secretary of the meeting.

The meeting was called to order at 1730.

The following directors, constituting a quorum, were present at the meeting:

(Present in person): Miles DeYoung, Daniel Crampton, Chris Heberer, Heidi Romero, Fr. John Stearns and Ann Rush.

Board Meeting's Notes:

- Approve Board Meeting notes from December 18, 2019
- Events that have occurred since December 18, 2019
- On-going activities
- Budget
- Marketing Results and Plans for 2020

Proceedings:

1) Review of last board meeting's minute notes for December 18, 2019:

- The meeting minutes from the Board Meeting for December 18, 2019 were provided as an attachment via the email to be approved.
- There was also an email vote to add two additional Board Member Positions. All 5 responses voted to "Approve" the addition of 2 board members (example: 1 medvac and 1 lawyer).

2) Events that have occurred since December 18, 2019:

- Conducted Mental Readiness training:
 - Ute Pass Regional Peer Support - January 8 – 14, 2020
 - Mental Health First Aid Community class, January 24, 2020
- Intern opportunities have started as follows:
 - Walden University – Clinical Intern through May 2020
 - Air Force Academy – 2 cadets to develop project for Stigma/Empathy project
 - UC Boulder Leeds Business School – 4 students to help create our Volunteer Management Program

- Chief Heberer was the Key Note speaker for the El Paso County Task Force Annual Conference; was member of logistics team. Occurred on January 17, 2020. 600 attended.
- Dan attended the 2nd Annual Trauma and Addiction Conference in Arizona, via scholarship, January 15 – 18, 2020.
- Provided 77 (11 from intern) - 1 to 1.5 hour sessions of individual/couple counseling. We have now completed 1142 counseling sessions worth \$171,300.
- Volunteer Hours: 216; to date: 7096 hours valued at \$180,238 (25.40 per hour)

3) Current ongoing efforts:

- Assisting the national nonprofit, Jason Foundation (<http://jasonfoundation.com>) to create a First Responder Suicide Awareness Online Training Module that will be available and free to any First Responder across the nation. They have invited us to be advisors and will use parts of Lifelines videos throughout the module. These will only be parts of released films. We plan to fly to Tennessee 16 – 18 February 2020 at their expense.
- POST Curriculum on Mental Health for Law Enforcement (Participant). Will implement Mental Health in the POST Curriculum for 2021. The committee will establish course design and discuss the structure of the Train-The-Trainer course for mental health instructors at the academy. Next meeting is January 31.
- EMS Peer Health Assistance Program for Colorado (Advisor). Will standardize curriculum for how providers will access the states peer assistance program; Dan is an Advisor. Next meeting February 28.
- First Responder target population representative for El Paso County Suicide Prevention Council (Participant)– will be working with public safety departments throughout El Paso County, specifically with the Sheriff's Department.
- 911 Authority for El Paso and Teller Counties -- Working with Carl Simpson (CEO) to establish an initial and on-going training component related to vicarious trauma and resiliency. Also working with Jen from WPPD to help tailor content to meet Dispatcher need.
- Planned Mental Readiness training:
 - Paramedic Refresher, February 25, 2020
 - Metro State University March 30, 2020
- Received \$10K Grant from Telligen Community Initiative for 2019 - 2020 to update our EMDR capabilities to support local and rural (on-line) clients. This also includes 12 trips to remote locations.
 - Obtained office EMDR equipment on July 19, 2019. Submitted Mid-term report on January 13, 2020.

- Contacted RETAC POCs for all SE Quadrant regions with information. Colorado DA's have offered to help us contact LE POCs in this region as well.
- Currently assessing online EMDR platform for effort. Selected Virtual EMDR and upgraded our internet to COMCAST
- Planned Classes: March 14 – 15 SLV RETAC (Alamosa); April 24 Peaks to Plains RETAC (Limon)
- Lifelines Documentary Series:
 - Working on a facilitator guide to go with series – 1st draft by Feb. 15.
 - Proposing a Family PTSD Training Program that will include this film. May have an easier time with garnering funds and support for the film.
 - Have been researching various production companies and in discussions with Bolt Video. They are more in line with what we are doing than SWB and the costs are lower as well. <https://www.bolt.video/pricing>
 - We would be looking at the \$3000 package for our family video and there may be additional smaller videos we can produce in the future to market SC4i and also hit on smaller topics as well.
- Supporting Woodland Park Police Department Mental Health Services under the Peace Officers Mental Health Grant Program – Goes through June 30, 2020
 - Providing up to 20 hours of counseling per month
 - Providing Quarterly Training for employees
 - Providing Monthly/Quarterly Peer Supporter Training
 - Providing 2 Peer Support Training Sessions – (2 completed)
 - Conducting **Annual Mental Wellness Check** (not fit for duty) in Feb 5/19 2020
 - Cedar Springs Hospital will be sponsoring Peer Support Manuals
- Peer Support Training Development
 - Working with the following regional teams to provide Peer Support Training session for 2020:
 - Fort Carson Peer Regional is tentatively planned for early 2020.
 - Potential with working with El Paso Co Sheriff's staff (deputy, co and dispatch) – Carl Simpson (El Paso/Teller 911 Authority) Bob Swales (EPCSO chaplain)
- Dave Ramsey's Financial Peace University Class will start on February 6, 2020. Enrollment is now open. Registration fee is \$99 (\$30 less than standard fee).
- Creating Intern plan for future clinical and business intern opportunities.
- "Code 4 Together" PTS support groups. Meetings occur weekly on Tuesday (1800 – 1930) and Friday (0900 – 1030). Adding Smart Recovery groups in February.
- Currently working on Social Media, Volunteer and Donor Plans

4) Current budget:

- FY2019 Finances have been finalized and closed out for 2019. (See Attachment 2)
 - Revenue: \$76,541
 - Expended: \$71,460 (\$5,000 is held over to 2020 for TCI Grant activities)
- Working with Floyd Green CPA to get our Form 990 EZ ready to file with the IRS. The fee is \$500 to have them complete our 2019 Form 990 EZ since we now fall in the \$50k – \$200K window.
- FY2020 Budget has been created and ready for your review. (See Attachment 3)
- Anticipated increase in 2020 revenue from \$76.5K to \$97K due to the following confirmed/anticipated funding sources :
 - \$20,000 - Annual Service Contract awarded on January 7, 2019 by Woodland Park Police Department; funds are from C.R.S. 24-32-3501 Peace Officers Mental Health Support grant program within Department of Local Affairs (DOLA) and is for law enforcement agencies to engage mental health professionals; (confirmed)
 - \$2,500 - Indy Give! 2019 Campaign, February 6 (confirmed)
 - \$10,000 - CSHF Grant (anticipated if won)
 - \$10,000 – Moniker Foundation Grant (anticipated if won)
 - \$10,000 – CS Osteopathic Foundation Grant (anticipated if won)
 - \$15,000 - Individual Donations (anticipated based on 2019 values)
 - \$10,000 – May 8, 2020 Golf Tournament (anticipated)
 - \$10,000 – September 26, 2020 Magnum Shooting Center Fundraiser (anticipated)
- 2020 Expenses will increase from \$76.4K to \$97K this year due to the following:
 - Monthly building lease will be \$950 for entire year
 - Volunteer Management Software
 - Donor Prospect and Management Software and 3 Non-Ask Events
 - Fundraising Training and Support
 - Review/Audit of Finances Contract
 - Part-time Employee Salary up to \$20,000 of part time employee if approved
 - Poll will be administered to Board members if/as funds are available.

5) Marketing Plan –

- Evaluating other grant and funding options for FY 2020
 - Moniker Foundation for 2020. Met with PM on December 4. Package is due in January 31, 2020. Will be requesting general operating grant to support local clients.
 - CSHF for Main Funding for 2020. Met with PMs on November 15 and submitted a general grant request for \$10,000 on January 23, 2020.
- IndyGive 2019:
 - We've received 30 more donations, just at lower dollar values. Not sure if we should do this next year.
- Fundraiser (Sep 26 2020) Magnum, Angels of American's Fallen and SC4i. Currently in planning Stage. Looking for name of event...any recommendations?
- 3rd Annual Golf Tournament – May 8, 2020. Registration website is up and running.
- CFC and United Health Care charity programs. Registration will occur in February 2020.

- 3 Non-Ask Events for current and future donors – any ideas?
 - Networking and determining potential partners – Ongoing
 - Spoke with UCHealth’s Lifeline Medical Helicopter Support – They want to do more with our organization
 - Working with Cedar Springs Hospital and they are open to sponsoring a few of our initiatives
 - Met with Angels of America’s Fallen and Pikes Peak Suicide Prevention Org to do fundraising and collaboration opportunities
- 6) Events for speaking, attendance and booth
- Planned conferences?
 - Colorado Advocacy in Action Conference 2020 –Selected to provide 3-hour workshop on June 10 – focus is on provider mental readiness & resiliency
 - UC Health Trauma Conference (August 23 - 24, 2020) via booth scholarship
 - Recommend we attend the Fire Chiefs’ Dinner as participant – When is that?
 - EMS Safety Summit, April 2020 via booth scholarship
 - Submitted Speaker Application for Weld County Conference
 - List will continue to be updated as new opportunities surface.

Future Business: The next Board meeting is scheduled for February 24, 2020 at 1730.

//Signed//
 Jeff Burchfield
 SC4I, Secretary