

SOUTHERN COLORADO DEVELOPMENTAL DISABILITIES SERVICES, INC.
LAS ANIMAS COUNTY REHABILITATION CENTER, INC.
BOARD OF DIRECTORS MEETING

Meeting location 1205 Congress Drive
April 26, 2022
Time: 4:00 PM

AGENDA

- I. CALL TO ORDER
- II. OPEN FORUM/PUBLIC COMMENT
- III. ADDITIONS AND DELETIONS TO THE AGENDA
- IV. MINUTES TO THE PREVIOUS MEETING
- V. TREASURER'S REPORT
 - a. Review Financials LACRC/SCDDS
 - b. Audit status
 - c.
- VI. CORRESPONDENCE
- VII. COMMITTEE REPORTS –
- VIII. OLD BUSINESS
 1. New Board members
 - 2.
- IX. NEW BUSINESS
 1. 401 K vendor change
 - 2.
 - 3.

- X. OTHER
 1. Board Member Dave Shier

- XI. DIRECTORS REPORT
 - a. Change over in CM, 2% COLA for FY 22-23
 - b.

ADJOURNMENT

Adjournment

**MINUTES OF BOARD OF DIRECTORS MEETING
LACRC/SCDDS**

DATE: March 29, 2022

TIME: 4:00 PM, The meeting was held in Trinidad

PERSONS PRESENT: Board Members: Board President Spencer (zoom), Quintero, Blackburn (zoom) along with Business Manager, David Moore, Teri Hansford, and Executive Director Duane Roy.

Absent: Board Members: Blasi, Al Pando and Dave Shier

NOT EXCUSED:

TOPIC

DISCUSSION

CALL TO ORDER

The meeting was called to order at 4:00 PM by Board President Don Spencer, the meeting was held in Trinidad at 1205 Congress Drive.

**ADDITIONS AND DELETIONS
TO THE AGENDA**

None

Public Comment

None

**MINUTES TO THE PREVIOUS
MEETING**

The minutes to the February 22, 2022 along with a special meeting held February 3, 2022 was reviewed. Following discussion it was M/S/P by Quintero and Blackburn.

TREASURER'S REPORT

David Moore, Business Manager reviewed the LACRC/SCDDS finance statements for February 2022 and Year to Date July thru February 2022. Following discussion it was M/S/P Blackburn and Quintero to accept the finance statement as presented.

David gave an update on the audit. David indicated that he is still working with the auditor to get the 2017 audit completed.

CORRESPONDENCE

None

COMMITTEE REPORT

None

OLD BUSINESS

1. **Board Member Replacement**

None

NEW BUSINESS

1. **CCB Designation Application**

Duane informed the board that SCDDS has filed the application to be a Community Centered Board (CCB) along with an update to the Long Range Plan for FY 22-23. Duane said that public meetings were held on March 23 and 24th.

2. **Bella Vista Roof Replacement**

Duane gave an update on the roof replacement on the Bella Vista Group Home in Walsenburg. The roof was damaged by hail and is covered by insurance less deductible. Duane said 2 bids were received and LACRC selected the bid from Crestone in Pueblo. The bid is for \$26,401.07 and LACRC has a \$5,000 deductible. Duane indicated that there is some water damage in the garage that is not covered by the insurance so a separate price will be given for this. The contractor is going to get w=back with the insurance on this. Following discussion it was M/S/P by Quintero and Blackburn to accept the roof replacement bid.

- 3.

Directors Report

Duane gave a quick update on the legislative session that is currently underway. The bid ticket item is the budget. Duane indicated that as of now the state is proposing a 2.1% rate increase for all Medicaid funded services. EI, FSSP and Case Management is not included in this at the present. Duane informed the board that staff member and case manager Lacy Williams has tendered her resignation. She is moving out of the Trinidad area.

Adjournment

Duane also spoke about the EI newsletter that is being produced by EI staff and indicated that future publications will be e-mailed.

Motion by Quintero to Adjourn. Meeting adjourned at 4:45 PM

**Las Animas County Rehabilitation
Center**

SCDDS

Income Statement SubType
For the period of 3/1/2022 through 3/31/2022

Revenues

Food Stamps	\$3,055
Gain/Loss Equip Sold	\$100
Administrative Management	\$50,936
Rental Property Income	\$2,835
Administrative Management	\$2,770
Misc Income	\$827
IHAB TRI	\$29,114
Comm Connect TRI	\$2,024
Supported Employment - IHAB Day TRI	\$1,086
Transportation - Non Med Day TRI	\$1,110
IHAB WAL	\$15,835
Comm Connect WAL	\$434
Supported Employment TRI	\$12,474
Transportation - Comprehensive	\$5,721
SLS MW Direct Srv/PC/Homemaker TRI	\$10,161
SLS MW Direct Srv/PC/Homemaker WAL	\$5,408
CES - Direct Service - Medicaid	\$11,937
SLS-Direct Service-State TRI	\$1,787
SLS-Direct Service-State WAL	\$197
SLS Revenue - Medicaid	\$30
SLS Revenue - State Fund	\$524
EBD Direct Service-Personal Care	\$189,814
Comprehensive - Medicaid	\$218,541
Non-Emergency Medical Transp	\$2,939
Comprehensive R & B	\$23,507
Dental/Vision Care	\$226
Client production revenue	\$1,062

Net Revenues

\$594,455

Program Expenses

Depreciation - IHAB Day TRI	\$364.95
CES Program Expenses	22.08
Staff Salaries	321,217.47
Client Wages	349.84
Payroll Taxes - FICA	24,070.08
Payroll Taxes - Unemp	4,703.56
Payroll Taxes - WC	10,410.99
Health Ins - Company Portion	6,530.52
Retirement Benefit - Company Portio	1,150.51
Residential Provider	14,953.47
Program Supply	1,139.31
Office Supply	196.90
Custodial Supplies	1,959.49
Telephone	2,024.39
Dues & Publications	30.23
Maintenance - Equipment	33.46
Maintenance - Computers	1,749.02
Advertising & PR	155.85
Mileage Reimbursement	119.28
Food	5,402.23
Recreation	352.27
License & Fees	1,662.23
Payroll Processing Expense	3,477.75
Office Equipment Lease	887.55
Management Service	48,460.53

Revenues

DD Council Leadership Grant	\$(1,000)
Grant - Case Mgmt	\$526
Donations - Case Mgmt	\$1,158
Grant - FSSP	\$132
Donations - Family Sppt	\$291
SLS MW Direct Service Revenue	\$14,593
SLS MW IHAB Revenue	\$17,503
CES Direct Service-Medicaid	\$11,937
SLS Revenue - State Fund	\$7,284
Early Intervention Program Revenue	\$9,713
Family Support Program Revenue	\$8,091
Comprehensive - Day Hab	\$40,024
Comprehensive - Residential	\$218,541
Transportation	\$6,876
Dental & Vision Care	\$226
Case Management	\$28,278
	\$341
	\$751

Net Revenues

\$365,268

Program Expenses

CES EXPENSE	\$11,937
Staff Salaries	\$28,994
Payroll Taxes - FICA	\$2,015
Payroll Taxes - Unemp	\$189
Payroll Taxes - WC	\$63
Payroll Deductions - Health Ins	\$2,918
Payroll Deductions - 401(k)	\$374
Program Supply	\$726
Therapy	\$76
Office Supply	\$25
Telephone	\$608
Postage	\$24
Dues & Publications	\$2,709
Advertising & PR	\$666
Staff Development	\$100
License & Fees	\$297
Office Equipment Lease	\$63
Management Service	\$3,602
General Insurance	\$155
Utilities	\$356
In-Kind Rent	\$600
Building Maintenance	\$312
Family Reimbursement-FSSP	\$5,023
Therapy	\$1,577
SLS EXPENSE: MEDICAID	\$33,259

General Insurance	6,855.00	SLS EXPENSE: STATE	\$7,284
Unemployment Services Expense	196.67	Comprehensive	\$264,505
Depreciation	8,473.77		
Utilities	3,990.61		
Cable TV & Internet Service	332.40		
Building Maintenance	2,173.88		
Gas & Oil - Auto	2,627.53		
Vehicle Repair & Maintenance	1,438.31		
Client Transportation	1,270.50		
Medical Supply	607.11		
Assistive Tech/Home Mod	2,933.42		
Dental Care	454.92		
Vision Care	219.00		
Pharmacy	698.24		
Tenant Rent Contributions	6,413.00		
Personal Needs	4,067.00		
Total Program Expenses	\$494,175.32	Total Program Expenses	\$368,456
General & Administrative Expenses		General & Administrative Expenses	
Staff Salaries	\$36,016.73	Dues & Publications	\$(2,709)
Payroll Taxes - FICA	2,612.32	License & Fees	\$(210)
Payroll Taxes - Unemp	368.22	Payroll Processing Expense	\$380
Unallocated W/C Expense	199.57	Audit & Accounting	\$737
Health Ins - Company Portion	1,962.70		
Retirement Bene - Company Portion	730.48		
Program Supply	7.37		
Office Supplies	48.59		
Custodial Supplies	70.89		
Telephone	295.55		
Dues & Publications	75.00		
Maintenance - Computers	43.49		
Advertising & PR	266.67		
Staff Development	3,899.00		
Per Diem Reimbursements	276.50		
Mileage Reimbursement	58.52		
Travel Allowance	250.00		
License & Fees	125.00		
Legal-Admin	300.00		
Office Equipment Lease	88.19		
General Insurance	1,937.41		
Audit & Accounting	1,000.00		
Depreciation	1,693.75		
Utilities	1,141.89		
Cable TV & Internet Service	16.98		
Building Maintenance	180.91		
Gas & Oil - Auto	48.89		
Vehicle Repair & Maintenance	50.00		
Total General & Administrative	\$53,764.62	Total General & Administrative	\$(1,802)
Total Expenses	\$547,939.94	Total Expenses	\$366,654
Net Income (Loss)	\$46,515.38	Net Income (Loss)	\$(1,387)
COMBINED NET INCOME (LOSS)	\$45,128.76		