

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

Meeting location 1205 Congress Drive
Aug 30, 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-2017 draft is complete
 - c.
- VI. CORRESPONDENCE
- VII. COMMITTEE REPORTS –
- VIII. OLD BUSINESS
 1. New Board members
 - 2.
- IX. NEW BUSINESS
 1. Theft of Vehicle 7/20/22 recovered
 2. Select contractor Hail Storm
 3. Signature cards
 4. Update on the CMRD and transition to local SEP
 - 5.
 - 6.
- X. OTHER
 - 1.
- XI. DIRECTORS REPORT
 - a. Funding for FY 2022-23
 - b. Mou with ABC and SHAC for the sensory and office space
 - c. Remove Dave Shier from Board

ADJOURNMENT

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

DATE: July 26, 2022

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

PERSONS PRESENT: Board Members: Board President Spencer, Pando, Quintero, Blasi, Blackburn along with Business Manager, David Moore and Executive Director Duane Roy.

Absent: Board Members: None

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 June 28, 2022 was reviewed. Following discussion it was M/S/P by Blasi and Quintero to accept the June 28th minutes as presented.

TREASURER'S REPORT

David Moore, Business Manager reviewed the LACRC/SCDDS finance statements for June 2022 and Year to Date July thru June 2022. Following discussion it was M/S/P by Blasi and Blackburn 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.

David last day working full time is July 31, 2022. David will continue to work with LACRC on apart time basis. The board thanked David for his leadership and time.

CORRESPONDENCE

None

COMMITTEE REPORT

None

OLD BUSINESS

1. Board Member Replacement

None

NEW BUSINESS

1. Staff Bonus

Duane followed up on the staff bonus issue and indicated that the June year end numbers were acutely up a little more than what was reported in June. Duane said that he still felt comfortable with the \$160,000 number that was approved in June. No further action was taken on this issue and the bonuses will be paid out to staff and charged to the FY ending June 30, 2022

2. Theft of 2011 Dodge Caravan

Duane reported that the administrative offices were broken in to on the morning of July 20, 2022 and a set of keys to a 2011 Dodge Caravan were found and used to steal the vehicle that was parked in the parking lot. The theft has been turned into the Trinidad police Department.

3. **Storm Damage to LACRC building/vehicles** Duane reported that several buildings and vehicles were damaged by hailstorm on July 12, 2022. The preliminary estimate on the roof damage (s) is \$314,457 and approximately \$33,000 for the vehicles. Duane and staff will work with the insurance company and local contractors to get quotes and the repairs started.
4. **Other** None
- Directors Report** Duane told that board that the agency will receive around a 2% rate increase on Medicaid funded services and transportation will be around 10% for the coming year. Duane said the agency continues to struggle with filling open positions and is not receiving as many applications as we have in the past. .
- Adjournment** Moved by Blasi to Adjourn. Adjournment 4:40PM

**Las Animas County Rehabilitation
Center**

SCDDS

Income Statement SubType

8.29.22

For the period of 7/1/2022 through 7/31/2022

Revenues

Food Stamps	\$3,582
Administrative Management	\$1,919
Rental Property Income	\$2,025
Misc Income	\$662
IHAB TRI	\$28,287
Comm Connect TRI	\$3,179
Transportation - Non Med Day TRI	\$6,808
IHAB WAL	\$10,660
Comm Connect WAL	\$273
Transportation - Non Med Day WAL	\$2,092
Supported Employment TRI	\$10,765
Supported Employment WAL	\$348
SLS MW Direct Srv/PC/Homemaker TRI	\$2,994
SLS MW Direct Srv/PC/Homemaker WAL	\$5,209
CES - Direct Service - Medicaid	\$5,996
SLS-Direct Service-State TRI	\$1,814
SLS-Direct Service-State WAL	\$211
SLS Revenue - Medicaid	\$262
SLS Revenue - State Fund	\$70
EBD Direct Service-Personal Care	\$165,455
Comprehensive - Medicaid	\$207,668
Non-Emergency Medical Transp	\$3,171
Comprehensive R & B	\$23,399
Dental/Vision Care	\$225
Client production revenue	\$960

Net Revenues

\$488,031

Program Expenses

CES Program Expenses	\$339
Staff Salaries	\$308,098
Client Wages	\$309
Payroll Taxes - FICA	\$23,137
Payroll Taxes - Unemp	\$2,773
Payroll Taxes - WC	\$8,171
Health Ins - Company Portion	\$7,693
Retirement Benefit - Company Portio	\$1,519
Residential Provider	\$14,953
Program Supply	\$1,025
Office Supply	\$179
Custodial Supplies	\$1,840
Telephone	\$2,075
Dues & Publications	\$32
Maintenance - Equipment	\$42
Maintenance - Computers	\$2,021
Mileage Reimbursement	\$45
Food	\$6,641
Recreation	\$1,071

Revenues

SLS MW Direct Service Revenue	\$8,465
SLS MW IHAB Revenue	\$13,414
CES Direct Service-Medicaid	\$5,996
SLS Revenue - State Fund	\$8,065
Early Intervention Program Revenue	\$10,979
Family Support Program Revenue	\$4,760
Comprehensive - Day Hab	\$32,666
Comprehensive - Residential	\$207,668
Transportation	\$8,043
Dental & Vision Care	\$225
Case Management	\$21,170

Net Revenues

\$321,450

Program Expenses

CES EXPENSE	\$5,996
Staff Salaries	\$25,376
Payroll Taxes - FICA	\$1,741
Payroll Taxes - WC	\$55
Payroll Deductions - Health Ins	\$811
Payroll Deductions - 401(k)	\$510
Program Supply	\$162
Office Supply	\$962
Custodial Supplies	\$50
Telephone	\$827
Postage	\$252
Dues & Publications	\$1,376
Advertising & PR	\$113
License & Fees	\$4
Office Equipment Lease	\$72
Management Service	\$275
General Insurance	\$132
Depreciation	\$26
Utilities	\$249

License & Fees	\$806
Payroll Processing Expense	\$3,481
Office Equipment Lease	\$688
General Insurance	\$6,930
Unemployment Services Expense	\$197
Depreciation	\$6,061
Utilities	\$3,662
Cable TV & Internet Service	\$330
Building Maintenance	\$475
Gas & Oil - Auto	\$3,783
Vehicle Repair & Maintenance	\$1,512
Client Transportation	\$884
Medical Supply	\$287
Assistive Tech/Home Mod	\$489
Dental Care	\$198
Vision Care	\$784
Pharmacy	\$739
Tenant Rent Contributions	\$6,413
Personal Needs	\$3,959

In-Kind Rent	\$600
Building Maintenance	\$143
Family Reimbursement-FSSP	\$2,583
Therapy	\$3,081
SLS EXPENSE: MEDICAID	\$23,636
SLS EXPENSE: STATE	\$8,058
Comprehensive	\$246,844

Total Program Expenses \$423,641

General & Administrative Expenses

Staff Salaries	\$34,640
Payroll Taxes - FICA	\$2,504
Payroll Taxes - Unemp	\$50
Unallocated W/C Expense	\$200
Health Ins - Company Portion	\$424
Retirement Bene - Company Portion	\$858
Custodial Supplies	\$1
Telephone	\$297
Postage	\$250
Maintenance - Computers	\$1,048
Advertising & PR	\$266
Mileage Reimbursement	\$59
Travel Allowance	\$658
License & Fees	\$593
Legal-Admin	\$300
Office Equipment Lease	\$64
General Insurance	\$2,418
Audit & Accounting	\$1,000
Depreciation	\$827
Utilities	\$742
Cable TV & Internet Service	\$17
Building Maintenance	\$38
Gas & Oil - Auto	\$63

Total General & Administrative Expenses \$47,316

Total Expenses \$470,956

Income (Loss) from Operations \$17,075

COMBINED INCOME (LOSS)

Total Program Expenses \$323,932

General & Administrative Expenses

Payroll Processing Expense	\$371
Audit & Accounting	\$737

Total General & Administrative \$1,108

Total Expenses \$325,040

Income (Loss) from Operations \$(3,590)

\$13,486