

**SOUTHERN COLORADO DEVELOPMENTAL
DISABILITIES SERVICES, INC.
LAS ANIMAS COUNTY REHABILITATION
CENTER, INC.**

BOARD OF DIRECTORS MEETING

**Meeting location: 1205 Congress Drive, Trinidad, CO 81089
Apr 30, 2024 4:00PM**

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
Review Financials**
- VI. CORRESPONDENCE**
- VII. COMMITTEE REPORTS**
- VIII. OLD BUSINESS**
- IX. NEW BUSINESS**
- XI. PROGRAM PRESENTATIONS
Programs Director
Case Management
Adult Services
EBD**

ADJOURNMENT

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

DATE: March 26, 2024

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

PERSONS PRESENT: Board Members: Board President Spencer (zoom), Blackburn (zoom), Quintero (zoom), Pando along with Business Manager, Melva Zagar and Executive Director Duane Roy.

Absent: Blasi
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 27, 2024 board meeting was reviewed. Following discussion it was M/S/P by Blackburn and Quintero to accept the February 27th minutes for LACRC and SCDDS as presented.

TREASURER'S REPORT

Melva presented the February 2024 financial statements for both LACRC and SCDDS. Melva indicated that revenues and expenses are in line with normal postings for both LACRC and SCDDS. Following discussion it was M/S/P by Pando and Blackburn to accept the February 2024 finance statements as presented.

Melva gave an update on the audit, she indicated the information for the 2018 audit has been submitted to the auditor. Melva and Teri will continue to update the Board on the audit status at the upcoming meetings.

CORRESPONDENCE

None

COMMITTEE REPORT

None

OLD BUSINESS

1. ERC

Duane said there is nothing new to report on the ERC.

NEW BUSINESS

**LACRC/SCDDS By
Law Review**

Duane indicated that Sisto Mazza, Attorney, is reviewing LACRC/SCDDS Bylaws and Articles of Incorporation as part of the Case Management divestiture. He will remove any language specific to Case Management functions and then update for current compliance. Updated copies will be presented for review and acceptance.

**1. Go Fund me Page
for Staff Member
Family**

Duane requested authorization to make a contribution to a "go fund me page" that was set up for one of SCDDS staff members whose son was involved in a serious accident. Dune ask if the agency could math funds pledged by staff which was \$1,000. The donation will be shared by both LACRC and SCDDS each contributing 50%. Following discussion it was M/S/P by Quintero and Pando.

2. Vehicles

This is being differed to the April meeting.

Directors Report

Duane reported the Case Management redesign and the divestiture/separation of Case Management services is complete as of February 29, 2024. All SCDDS staff transferred over to LACDSS resulting in a smooth transition for individuals in services.

Duane reported that the application process for the CCB has not been released but is expected soon. In the past the CCB was tied to the Case Management agency in many ways and the state has not given a clear picture of what the new CCB will involve. More on this at the April Meeting.

Duane reported that another client has passed away at the group home in Walsenburg, bringing the BV group home down to 3 individuals. Total number of client that passed away this fiscal year is 2.

Duane reported that the state budget for IDD services is recommending a 2% increase. This is tied to the budget Long Bill which should be signed in April.

Adjournment

Adjournment by Blasi at 4:35 pm

Las Animas County Rehabilitation Center

Income Statement SubType

For the period of 3/1/2024 through 3/31/2024

SCDDS

Income Statement SubType

For the period of 3/1/2024 through 3/31/2024

Revenues

Food Stamps	\$1,689.00
Grants	3,200.00
Administrative Management	2,332.92
Rental Property Income	2,580.00
Misc Income	4,291.70
IHAB TRI	26,603.72
Comm Connect TRI	5,137.03
Transportation - Non Med Day TRI	7,396.50
IHAB WAL	11,532.69
Comm Connect WAL	112.44
Transportation - Non Med Day WAL	2,231.38
Supported Employment TRI	25,688.14
Transportation - Supported Emp TRI	177.96
SLS MW Direct Srv/PC/Homemaker TRI	13,299.69
SLS MW Direct Srv/PC/Homemaker WAL	3,975.73
CES - Direct Service - Medicaid	6,198.30
SLS-Direct Service-State TRI	2,097.94
SLS-Direct Service-State WAL	265.34
SLS Revenue - Medicaid	60.00
EBD Direct Service-Personal Care	153,560.68
Comprehensive - Medicaid	213,411.81
Non-Emergency Medical Transp	8,872.31
Comprehensive R & B	24,572.00
Client production revenue	2,631.00

Net Revenues

\$521,918.28

Program Expenses

Staff Salaries	\$281,928.45
Payroll Taxes - FICA	20,680.36
Payroll Taxes - CO PFML	1,419.80
Payroll Taxes - Unemp	3,558.42
Payroll Taxes - WC	5,647.43
Health Ins - Agency Portion	5,280.00
Retirement Benefit - Agency Portion	1,666.35
Residential Provider	21,877.45
Program Supply	1,127.75
Office Supply	669.80
Custodial Supplies	2,571.12
Telephone	1,933.99
Postage	450.00
Dues & Publications	32.82
Maintenance - Equipment	23.82
Mileage Reimbursement	128.52
Food	7,387.99
Recreation	668.10
License & Fees	3,492.75
Payroll Processing Expense	4,177.61
Office Equipment Lease	830.32
General Insurance	8,754.93
Unemployment Services Expense	196.67
Utilities	4,600.86
Cable TV & Internet Service	152.82
Building Maintenance	343.90
Gas & Oil - Auto	1,507.27
Medical Supply	18.69
Assistive Tech/Home Mod	69.18
Pharmacy	681.43
Tenant Rent Contributions	7,462.00

Revenues

Early Intervention Grant Revenue	\$5,000.00
SLS MW Direct Service Revenue	17,335.42
SLS MW IHAB Revenue	23,564.58
CES Direct Service-Medicaid	6,198.30
SLS Revenue - State Fund	4,692.74
Comprehensive - Day Hab	42,982.70
Comprehensive - Residential	213,411.81
Transportation	9,627.88
Miscellaneous	31.00

Net Revenues

\$322,844.43

Program Expenses

CES EXPENSE	\$6,198.30
Staff Salaries	39,062.91
Payroll Taxes - FICA	2,876.21
Payroll Taxes - CO PFML	172.99
Payroll Taxes - Unemp	276.76
Payroll Taxes - WC	53.58
Health Ins - Agency Portion	1,760.00
Retirement Benefit - Agency Portion	1,323.18
Program Supply	271.95
Office Supply	78.98
Telephone	854.40
Dues & Publications	1,000.00
Advertising & PR	500.00
Travel/Lodging	569.07
License & Fees	8.00
Office Equipment Lease	78.26
General Insurance	392.08
Utilities	526.82
In-Kind Rent	600.00
Building Maintenance	607.20
Therapy	5,536.20
Professional Services	45,972.91
SLS EXPENSE: MEDICAID	42,679.40
SLS EXPENSE: STATE	4,692.74
Comprehensive	264,242.99

Personal Needs 4,154.00

Total Program Expenses	\$393,494.60	Total Program Expenses	\$420,334.93
<u>General & Administrative Expenses</u>		<u>General & Administrative Expenses</u>	
Staff Salaries	\$33,571.17	Payroll Processing Expense	\$527.46
Payroll Taxes - FICA	3,117.15	Audit & Accounting	737.04
Payroll Taxes - Unemp	297.40		
Unallocated W/C Expense	627.49		
Health Ins - Company Portion	1,799.50		
Retirement Bene - Company Portion	950.76		
Office Supplies	62.25		
Custodial Supplies	88.89		
Telephone	349.46		
Postage	90.24		
Dues & Publications	518.97		
Maintenance - Computers	425.60		
Advertising & PR	777.53		
Mileage Reimbursement	238.28		
Travel Allowance	250.00		
License & Fees	109.13		
Legal-Admin	300.00		
Office Equipment Lease	79.22		
Utilities	864.28		
Cable TV & Internet Service	16.98		
Building Maintenance	37.11		
Vehicle Repair & Maintenance	64.48		
Total General & Administrative Expenses	\$44,635.89	Total General & Administrative Expenses	\$1,264.50
Total Expenses	\$438,130.49	Total Expenses	\$421,599.43
	\$83,787.79		\$(98,755.00)
Net Income (Loss)		Net Income (Loss)	

COMBINED NET INCOME (LOSS) (\$14,967.21)

Preliminary - Unaudited