

SOUTHERN COLORADO DEVELOPMENTAL DISABILITIES SERVICES, INC.
LAS ANIMAS COUNTY REHABILITATION CENTER, INC.
BOARD OF DIRECTORS MEETING
Meeting location 1205 Congress Drive
April 27, 2021 Time: 4:00PM
Topic: LACRC/SCDDS April Board Meeting
Time: Apr 27, 2021 04:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89693405107?pwd=Z2lZNV1dZU2NaWTBha0xVQ0VuUklIZz09>

Meeting ID: 896 9340 5107

Passcode: scdds2021

One tap mobile

+16699009128,,89693405107#,,,,*758761599# US (San Jose)

+12532158782,,89693405107#,,,,*758761599# US (Tacoma)

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. Board Member Replacement –
- IX. NEW BUSINESS
 1. Status of PPP Loan
 2. CMRD
 3. Annual Plan
 4. Appointments to HRC and FSSP Committees
- X. OTHER
 - 1.
- XI. PROGRAM REPORTS
 1. Directors Report
 - a. Update on Covid 19,
- XII. Adjournment

MINUTES OF BOARD OF DIRECTORS MEETING

DATE: March 30, 2021

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

PERSONS PRESENT: Board Members: Board President Spencer, Pando, Nielsen, Quintero, Business Manager, David Moore, Teri Hansford, Brian Blasi (prospective board member) and Executive Director Duane Roy.

Absent: Board members: Shier

NOT EXCUSED:

<u>TOPIC</u>	<u>DISCUSSION</u>
<u>CALL TO ORDER</u>	The meeting was called to order at 4:00 PM by Board President Spencer, the meeting was held in Trinidad at 1205 Congress Drive.
<u>ADDITIONS AND DELETIONS TO THE AGENDA</u>	None
<u>Public Comment</u>	None
<u>MINUTES TO THE PREVIOUS MEETING</u>	The minutes to the February 23, 2021 meeting was reviewed. Following discussion it was M/S/P by Shier and Quintero to approve the meeting minutes.
<u>TREASURER'S REPORT</u>	David Moore, Business Manager reviewed the finance statements for February 2021 along with Year to Date for July 2020 through February 2021. Following discussion it was M/S/P Nielsen and Quintero to accept the finance statement. David gave an update on the audit. David indicated that he is still working with the auditor to get the 2017 audit completed. Duane asked David to give and a more detailed timeline for the audit at the March meeting.
<u>CORRESPONDENCE</u>	None
<u>COMMITTEE REPORT</u>	None
<u>OLD BUSINESS</u>	
1. Board Member Replacement	Brian Blasi was introduced as a prospective Board member. Brian has family members that receive services from LACRC. Brian is an Accountant by trade and is a lifelong resident of the Trinidad area. Following Discussion it was M/S/P Quintero and Nielsen to appoint Brian to the Board of Directors for SCDDS/LACRC.
<u>NEW BUSINESS</u>	
1. Status of PPP Loan	David reported that LACC has filed the application for the PPP Loan forgiveness. David stated that it will take a few weeks for the SBA to review the request and make a decision.
2. CMRD	Duane gave an update on the CMRD (Case Management Redesign) initiative that will consolidate case management for all 10 waivers and regionalize Case Management functions. Currently Case management agencies state wide are meeting to help design a plan to eliminate conflict of interest and create a more efficient system. Current pending legislation has a target date of June 30, 2024 for this process to be completed. This redesign process is on-going and has been in the works for the past 10 years plus. This will affect SCDDS as a Case Management Agency. This issue will be ongoing.
3. CCB Designation and Annual Plan	Duane reviewed the annual CCB designation and long range plan. The CCB application and update is an annual requirement and helps identify local needs. Input from the individuals that we serve, their representatives along with the public was obtained. The CMRD is one of the significant issues that will impact services as we go into the future, will SCDDS remain as a case management agency or will these services be transferred to another agency?

Other issues involve how COVID has changed the service delivery model, the work force and the community.

Directors Report

Duane gave an update on Covid 19 and indicated that the day program continues to provide in person services on a limited basis with the majority of services being virtual. The residential day program is provided by day staff going to the homes or joining via zoom virtually. Duane reported that the group homes are still restricted in terms of what they can do, the state is allowing outdoor visitation.

Duane reported that the state is recommending a 2.5% rate increase on Medicaid payments for the FY 21-22 that begins July 1st. Duane indicated that the state is increasing the day program reimbursement by 27.4% and making the increase retroactive back to July 1, 2020 for this FY.

Duane indicated that the state will start scheduling meetings statewide to complete the overall Case Management Redesign efforts that will go into effect July 1, 2024. The first phase will concentrate on the geographic service areas. Currently SCDDS serves Las Animas and Huerfano Counties. Our service area may be combined with other counties.

Adjournment by Quintero at 4:45 pm.

_____ By Ronald Nielsen, Secretary

Adjournment

Date: _____

Income Statement SubType

For the period of 3/1/2021 through 3/31/2021

Revenues

Food Stamps	\$2,808
Gain/Loss Equip Sold	\$500
Administrative Management	\$10,324
Rental Property Income	\$2,235
Misc Income	\$2,322
IHAB TRI	\$11,586
Comm Connect TRI	\$1,741
Transportation - Non Med Day TRI	\$272
IHAB WAL	\$13,729
Comm Connect WAL	\$17
Transportation - Non Med Day WAL	\$30
Supported Employment TRI	\$10,999
Supported Employment WAL	\$500
Transportation - Comprehensive	\$1,017
SLS MW Direct Srv/PC/Homemaker TRI	\$13,035
SLS MW Direct Srv/PC/Homemaker WAL	\$6,773
CES - Direct Service - Medicaid	\$4,828
SLS-Direct Service-State TRI	\$1,633
SLS-Direct Service-State WAL	\$136
SLS Revenue - Medicaid	\$380
SLS Revenue - State Fund	\$51
EBD Direct Service-Personal Care	\$149,302
Comprehensive - Medicaid	\$186,269
Non-Emergency Medical Transp	\$1,584
Comprehensive R & B	\$23,623
Dental/Vision Care	\$194
Client production revenue	\$3,453

Net Revenues**\$449,339**Revenues

Management - State (SLS, EI, FSSP)	\$649
SLS MW Direct Service Revenue	\$18,464
SLS MW IHAB Revenue	\$12,807
CES Direct Service-Medicaid	\$4,828
SLS Revenue - State Fund	\$3,404
Early Intervention Program Revenue	\$11,903
Family Support Program Revenue	\$4,537
Comprehensive - Day Hab	\$23,834
Comprehensive - Residential	\$186,269
Transportation	\$2,831
Dental & Vision Care	\$194
Case Management	\$24,553

Net Revenues**\$294,272**Program Expenses

Homemaker Enhanced Srvs - CES	\$606
CES Program Expenses	\$205
Staff Salaries	\$274,292
Client Wages	\$377
Payroll Taxes - FICA	\$20,282
Payroll Taxes - Unemp	\$3,688
Payroll Taxes - WC	\$9,539
Health Ins - Company Portion	\$9,825
Retirement Benefit - Company Portio	\$1,156
Residential Provider	\$14,591
Program Supply	\$1,149
Office Supply	\$226
Custodial Supplies	\$810
Safety Supplies	\$335
Telephone	\$2,004
Postage	\$450
Dues & Publications	\$31
Maintenance - Computers	\$1,819
Staff Development	\$246
Mileage Reimbursement	\$139
Food	\$5,587
Recreation	\$240
License & Fees	\$7,892
Payroll Processing Expense	\$3,182

Program Expenses

CES EXPENSE	\$4,828
Staff Salaries	\$26,429
Payroll Taxes - FICA	\$1,896
Payroll Taxes - Unemp	\$147
Payroll Taxes - WC	\$46
Payroll Deductions - Health Ins	\$1,965
Payroll Deductions - 401(k)	\$359
Program Supply	\$16
Telephone	\$692
Postage	\$57
Office Equipment Lease	\$53
Management Service	\$3,600
General Insurance	\$761
Depreciation	\$36
Utilities	\$312
Building Maintenance	\$353
Family Reimbursement-FSSP	\$3,010
Therapy	\$3,638
SLS EXPENSE: MEDICAID	\$33,279
SLS EXPENSE: STATE	\$3,962
Comprehensive	\$211,120

Office Equipment Lease	\$897
General Insurance	\$6,182
Unemployment Services Expense	\$197
Depreciation	\$8,474
Utilities	\$3,818
Cable TV & Internet Service	\$330
Building Maintenance	\$998
Gas & Oil - Auto	\$1,648
Vehicle Repair & Maintenance	\$1,577
Client Transportation	\$426
Medical Supply	\$533
Assistive Tech/Home Mod	\$468
Vision Care	\$194
Pharmacy	\$734
Tenant Rent Contributions	\$6,558
Personal Needs	\$3,438

Total Program Expenses	\$395,140
<u>General & Administrative Expenses</u>	
Staff Salaries	\$34,608
Payroll Taxes - FICA	\$2,493
Payroll Taxes - Unemp	\$338
Unallocated W/C Expense	\$200
Health Ins - Company Portion	\$2,320
Retirement Bene - Company Portion	\$848
Program Supply	\$(47)
Office Supplies	\$251
Custodial Supplies	\$1
Telephone	\$294
Postage	\$50
Maintenance - Computers	\$291
Advertising & PR	\$152
Staff Development	\$150
Mileage Reimbursement	\$91
Travel Allowance	\$250
Food	\$20
License & Fees	\$213
Legal-Admin	\$300
Office Equipment Lease	\$91
Miscellaneous	\$6
General Insurance	\$924
Audit & Accounting	\$1,000
Depreciation	\$1,156
Utilities	\$726
Cable TV & Internet Service	\$17
Building Maintenance	\$27
Gas & Oil - Auto	\$54
Vehicle Repair & Maintenance	\$18

Total Program Expenses	\$296,560
<u>General & Administrative Expenses</u>	
Telephone	\$110
Advertising & PR	\$146
License & Fees	\$10
Payroll Processing Expense	\$381
General Insurance	\$619
Audit & Accounting	\$737

Total General & Admin Expenses **\$46,840**

Total General & Admin Expenses **\$2,003**

Total Expenses **\$441,981**

Total Expenses **\$298,562**

Income (Loss) from Operations **\$7,359**

Income (Loss) from Operations **\$(4,290)**

COMBINED INCOME (LOSS) \$3,069