

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

Meeting location 1205 Congress Drive

February 23, 2021 Time: 4:00PM

Join Zoom Meeting

<https://us02web.zoom.us/j/88497794486?pwd=MTUyZ2VCTWgrWDMvLzFxcGVXRUE4UT09>

Meeting ID: 884 9779 4486

Passcode: 090559

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. Sell 1993 Jeep
 3. Annual Plan
- X. OTHER
 - 1.
- XI. PROGRAM REPORTS
 1. Directors Report
 - a. Update on Covid 19, Staff and consumers are getting the vaccine
- XII. Adjournment

MINUTES OF BOARD OF DIRECTORS MEETING

DATE: January 19, 2021

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

PERSONS PRESENT: Board Members: Board President Spencer, Nielsen, Quintero, Shier, Pando along with Business Manager, David Moore, Teri Hansford and Executive Director Duane Roy.

**Absent:
NOT EXCUSED:**

TOPIC

DISCUSSION

CALL TO ORDER

The meeting was called to order at 4:00 PM by Board President 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 December 15, 2020 meeting was reviewed. Following discussion it was M/S/P by Nielsen and Quintero to approve the meeting minutes.

TREASURER'S REPORT

David Moore, Business Manager reviewed the LACRC/SCDDS finance statements for December along with Year to Date for July through December 2020. Following discussion it was M/S/P Nielsen and Shier to accept the finance statement.
David Moore gave an update on the audit. David indicated that he is working with the auditor to get the 2017 audit completed, once completed the 2018 and 2019 audits should be not take as much time. Duane asked David to give and a more detailed timeline for the audit at the January meeting.

CORRESPONDENCE

None

COMMITTEE REPORT

None

OLD BUSINESS

- 1. Board Member Replacement

No action taken.

NEW BUSINESS

- 1. Update on HHS Funding
- 2. Enhanced Funding for the Day Program
- 3. Colorado Minimum Wage Increase

David reported that SCDDS received funding from HHS phase 3 and that he did not know the status of funding for LACRC but is looking into it. .
Teri indicated that the State is increasing the funding for the IDD Day, SLS, EBD, Transportation and residential program for January thru March. The enhanced funding will result in approximately \$63,000 in additional funding.
Duane indicated that the Colorado Minimum Wage was increased to \$12.32 per hour effective January 1, 2021. LACRC/SCDDS had already committed to a minimum starting wage for all DSP's of \$12.41/hr.

Directors Report

- a. New Residential Slot

Duane indicated that LACRC is requesting a new residential slot to provide service to an SLS client that has been living with their parents. LACRC should receive the slot within the next few weeks and this individual will be served in Walsenburg until an opening occurs in Trinidad.

b. COVID Update

Duane gave an update on COVID 19 and indicated that approximately 95% of residential staff and 90% of the residential clients have received the vaccination. In the SLS program 50% of staff and 33% of clients have received the vaccination. The day program is operating on a limited basis with restrictions. Group homes are still restricted in terms of what they can do.
Duane indicated the wage increase approved for November 2020 will be implemented by January 31, 2021.

Adjournment

Adjournment by Nielsen at 4:45 pm.

_____By Ronald Nielsen, Secretary

Date:_____

Las Animas County Rehabilitation Center
(Single Period)

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

SCDDS

(Single Period)

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

Revenues

Food Stamps	\$2,808
Administrative Management	\$10,324
Rental Property Income	\$1,425
Misc Income	\$1,505
IHAB TRI	\$18,101
Comm Connect TRI	\$578
Transportation - Non Med Day TRI	\$60
IHAB WAL	\$8,067
Transportation - Non Med Day WAL	\$30
Supported Employment TRI	\$8,708
Transportation - Supported Emp TRI	\$1,134
Supported Employment WAL	\$187
Transportation - Comprehensive	\$348
SLS MW Direct Srv/PC/Homemaker TRI	\$5,908
SLS MW Direct Srv/PC/Homemaker WAL	\$8,871
CES - Direct Service - Medicaid	\$16,456
SLS-Direct Service-State TRI	\$1,523
SLS-Direct Service-State WAL	\$97
SLS Revenue - Medicaid	\$457
SLS Revenue - State Fund	\$50
EBD Direct Service-Personal Care	\$137,935
Comprehensive - Medicaid	\$187,844
Non-Emergency Medical Transp	\$1,977
Comprehensive R & B	\$23,025
Dental/Vision Care	\$740
Client production revenue	\$720

Net Revenues

\$438,879

Program Expenses

Homemaker Enhanced Svcs - CES	\$606
CES Program Expenses	\$191
Staff Salaries	\$262,019
Client Wages	\$323
Payroll Taxes - FICA	\$18,366
Payroll Taxes - Unemp	\$3,987
Payroll Taxes - WC	\$11,408
Health Ins - Company Portion	\$7,860
Retirement Benefit - Company Portio	\$1,099
Residential Provider	\$17,896
Program Supply	\$715
Office Supply	\$44
Custodial Supplies	\$1,646
Safety Supplies	\$33
Telephone	\$1,995
Dues & Publications	\$30
Maintenance - Computers	\$2,099
Staff Development	\$620
Per Diem Reimbursements	\$6
Mileage Reimbursement	\$148
Food	\$5,479
Recreation	\$178
License & Fees	\$7,053
Payroll Processing Expense	\$5,724
Office Equipment Lease	\$678
General Insurance	\$5,614

Revenues

SLS MW Direct Service Revenue	\$15,051
SLS MW IHAB Revenue	\$11,298
CES Direct Service-Medicaid	\$16,456
SLS Revenue - State Fund	\$3,055
Early Intervention Program Revenue	\$11,141
Family Support Program Revenue	\$3,996
Comprehensive - Day Hab	\$23,434
Comprehensive - Residential	\$187,844
Transportation	\$1,647
Dental & Vision Care	\$740
Case Management	\$26,421

Net Revenues

\$301,082

Program Expenses

CES EXPENSE	\$16,456
Staff Salaries	\$25,598
Payroll Taxes - FICA	\$1,842
Payroll Taxes - Unemp	\$185
Payroll Taxes - WC	\$46
Payroll Deductions - Health Ins	\$786
Payroll Deductions - 401(k)	\$342
Program Supply	\$16
Telephone	\$779
Postage	\$250
Advertising & PR	\$399
Mileage Reimbursement	\$29
License & Fees	\$26
Office Equipment Lease	\$120
Management Service	\$3,600
General Insurance	\$491
Depreciation	\$36
Utilities	\$384
Building Maintenance	\$65
Family Reimbursement-FSSP	\$3,285
Therapy	\$3,731
SLS EXPENSE: MEDICAID	\$32,796
SLS EXPENSE: STATE	\$2,689
Comprehensive	\$207,217

Unemployment Services Expense	\$197
Depreciation	\$8,474
Utilities	\$4,631
Cable TV & Internet Service	\$454
Building Maintenance	\$806
Gas & Oil - Auto	\$1,304
Vehicle Repair & Maintenance	\$474
Client Transportation	\$359
Medical Supply	\$536
Assistive Tech/Home Mod	\$503
Vision Care	\$740
Pharmacy	\$884
Tenant Rent Contributions	\$6,458
Personal Needs	\$3,425

Total Program Expenses	\$385,057
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General & Administrative Expenses

Staff Salaries	\$31,306
Payroll Taxes - FICA	\$2,149
Payroll Taxes - Unemp	\$464
Unallocated W/C Expense	\$200
Health Ins - Company Portion	\$2,320
Retirement Bene - Company Portion	\$798
Office Supplies	\$306
Custodial Supplies	\$51
Telephone	\$293
Maintenance - Computers	\$750
Advertising & PR	\$429
Staff Development	\$125
Mileage Reimbursement	\$76
Travel Allowance	\$250
Food	\$132
License & Fees	\$65
Legal-Admin	\$300
Office Equipment Lease	\$66
General Insurance	\$839
Audit & Accounting	\$1,000
Depreciation	\$1,156
Utilities	\$780
Cable TV & Internet Service	\$17
Building Maintenance	\$32
Gas & Oil - Auto	\$92
Vehicle Repair & Maintenance	\$66

Total General & Admin Expenses	\$44,061
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Total Expenses	\$429,118
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Income (Loss) from Operations	\$9,760
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Total Program Expenses	\$301,171
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General & Administrative Expenses

Telephone	\$110
Advertising & PR	\$113
License & Fees	\$4
Payroll Processing Expense	\$937
General Insurance	\$399
Audit & Accounting	\$737

Total General & Admin Expenses	\$2,300
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Total Expenses	\$303,471
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Income (Loss) from Operations	\$(2,389)
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COMBINED INCOME (LOSS)	\$7,371
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