

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

**BOARD OF DIRECTORS MEETING**

**Meeting location: 330 West Ninth, Walsenburg, CO 81089  
June 29, 2017 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**

**DATE:** May 25, 2017

**TIME:** 4:00 PM, the meeting was held in Trinidad at 1205 Congress Drive

**PERSONS PRESENT:** Board Member De Bono, Nielsen, Shier, Quintero, Spencer along with Finance Director Mary Beach, Day Program Director Jeremy Topping and Executive Director Duane Roy

**ABSENT/EXCUSED:** Board Member Pando and Patterson

**NOT EXCUSED:**

TOPIC	DISCUSSION
<u>CALL TO ORDER</u>	The meeting was called to order at 4:00 PM by Board President De Bono, the meeting was held in Trinidad at the Administrative Building conference room.
<u>ADDITIONS AND DELETIONS TO THE AGENDA</u>	None
<u>MINUTES TO THE PREVIOUS MEETING</u>	The minutes to the April 27, 2017 meetings were reviewed. Following discussion it was M/S/P by Shier and Nielson to accept the minutes.
<u>TREASURER'S REPORT</u>	Mary Beach, Finance Director, reviewed the financial statement for March 2017. Following discussion it was M/S/P by Spencer and Shier.
<u>CORRESPONDENCE</u>	None
<u>COMMITTEE REPORT</u>	None
<u>OLD BUSINESS</u>	
<ol style="list-style-type: none"> <li>1. Board Membership</li> <li>2. Alta Vista - Exec Committee</li> <li>3. Update on SPCC</li> </ol>	<p>No new information</p> <p>No new information</p> <p>No New information</p>
<u>NEW BUSINESS</u>	
1. HRC Appointment	Duane requested authorization to appoint Sandy Morelli to the HRC committee. Sandy is a family member and guardian for one of the individuals that we serve. Following Discussion it was M/S/P to appoint Sandy.
2. New Funds for EI	<p>Duane reported that the State is giving SCDDS additional money to fully fund one person in the EI program,</p> <p>Duane reviewed the mid-year addendum to the State EI grant. This addendum #3 increases the EI contract thru June 30, 2018. The total amount of the new contract is \$156,676. Following discussion it was M/S/P by Shier and Spencer to accept the contract.</p>
3. Rate increase for Medicaid funds for FY 17 - 18	Duane reported that all Medicaid Funds services will get a COLA of 1.4% for FY 17-18. This 1.4% increase represents approximately \$55,000 annually. In addition the State is increasing the line item funding for some SLS services by \$.50 per unit. The SLS services are under-funded.
4. CM-Rural Exemption	Discussion was given to applying for a rural exemption for Case Management. Current State and Federal regulations allow for a rural exemption when no other Case Management Agencies are available to provide services for a given area. Following discussion it was M/S/P by Spencer and Shier to apply for the rural exemption

**Program Reports**

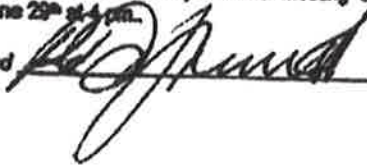
1. Directors
2. Residential
3. Trinidad - Day  
Walsenburg - Day  
SLS
4. Case Management
5. EBD

No report reviewed  
No report reviewed  
No report reviewed  
No report reviewed  
No report reviewed  
No report reviewed

**Adjournment**

Board Member Shier MSP to adjourn the meeting at 5:10 pm. Next meeting will be held in Walsenburg, June 29<sup>th</sup> at 4 pm.

Approved/Signed



Date June 29, 2017

**Las Animas County Rehabilitation Center**  
Income Statement SubType

(Single Period)

For the period of 5/1/2017 through 5/31/2017

**SCDDS**  
Income Statement SubType

(Single Period)

For the period of 5/1/2017 through 5/31/2017

**Revenues**

Food Stamps	\$1,149
SPCC - Grant Revenue	\$191
CDOT Grant for Van	\$2,200
Administrative Management	\$1,210
Rental Property Income	\$615
SLS Revenue - Medicaid	\$45,955
SLS Revenue - State Fund	\$7,827
EBD Direct Service-Personal Care	\$47,723
EBD Adult Day	\$5,769
Comprehensive - Medicaid	\$240,839
Non-Emergency Medical Transp	\$2,773
Comprehensive R & B	\$26,378
Client production revenue	\$1,066
SPCC - Program Revenue	\$12,150

**Net Revenues**

**\$395,845**

**Program Expenses**

Medical Supply - Res - WAL	\$56
Medical Supply - PCAs - TRI	\$56
Medical Supply - MW SLS - TRI	\$56
Medical Supply - ST SLS - TRI	\$94
EBD Program Expenses	\$3,082
SPCC Program Expenses	\$2,710
Staff Salaries	\$191,474
EBD Salaries & Benefits	\$43,354
SPCC Salaries & Benefits	\$11,849
Client Wages	\$1,211
Payroll Taxes - FICA	\$13,919
Payroll Taxes - Unemp	\$3,752
Payroll Taxes - WC	\$14,531
Health Ins - Company Portion	\$14,911
Retirement Benefit - Company Portio	\$1,734
Other Benefits - Company Portion	\$9
Residential Provider	\$8,586
Program Supply	\$2,951
Office Supply	\$516
Custodial Supplies	\$1,648
Telephone	\$2,019
Postage	\$338
Dues & Publications	\$26
Maintenance - Equipment	\$186
Maintenance - Computers	\$806
Staff Development	\$668
Mileage Reimbursement	\$588
Travel Allowance	\$504
Food	\$6,508
Recreation	\$520
License & Fees	\$(134)
Payroll Processing Expense	\$3,036
Office Equipment Lease	\$643
General Insurance	\$4,638
Unemployment Services Expense	\$180
Board Expense	\$84
Depreciation	\$10,976
Utilities	\$3,903
Rent	\$381
Cable TV & Internet Service	\$483
Building Maintenance	\$927
Gas & Oil - Auto	\$3,483

**Revenues**

Part C Income	\$173
SLS Revenue - Medicaid	\$44,755
CES Direct Service-Medicaid	\$542
SLS Revenue - State Fund	\$8,657
Early Intervention Program Revenue	\$3,085
Family Support Program Revenue	\$2,878
Comprehensive - Medicaid	\$224,130
Behavioral/Mental Health	\$16,710
Case Management	\$23,440

**Net Revenues**

**\$324,370**

**Program Expenses**

Staff Salaries	\$18,812
Payroll Taxes - FICA	\$1,304
Payroll Taxes - Unemp	\$11
Payroll Taxes - WC	\$159
Payroll Deductions - Health Ins	\$3,924
Payroll Deductions - 401(k)	\$211
Program Supply	\$696
Telephone	\$341
Postage	\$151
Staff Development	\$95
Mileage Reimbursement	\$27
License & Fees	\$200
Office Equipment Lease	\$58
General Insurance	\$461
Depreciation	\$185
Utilities	\$115
Building Maintenance	\$37
Gas & Oil - Auto	\$38
Family Reimbursement-FSSP	\$880
Therapy	\$2,945
SLS EXPENSE: MEDICAID	\$44,755
SLS EXPENSE: STATE	\$7,827
Comprehensive	\$240,839

Vehicle Repair & Maintenance	\$2,196		
Client Transportation	\$4,716		
Assistive Tech/Home Mod	\$380		
Dental Care	\$181		
Behavioral / Mental Health	\$15,540		
Pharmacy	\$626		
Tenant Rent Contributions	\$7,051		
Personal Needs	\$5,194		
<b>Total Program Expenses</b>	<b>\$393,145</b>	<b>Total Program Expenses</b>	<b>\$324,074</b>
<b><u>General &amp; Administrative Expenses</u></b>		<b><u>General &amp; Administrative Expenses</u></b>	
Staff Salaries	\$8,758	Program Supply	\$5
Payroll Taxes - FICA	\$630	Telephone	\$98
Payroll Taxes - Unemp	\$203	Staff Development	\$1,585
Unallocated W/C Expense	\$108	Payroll Processing Expense	\$252
Health Ins - Company Portion	\$860	General Insurance	\$279
Retirement Bene - Company Portion	\$270	Depreciation	\$43
Program Supply	\$24	Utilities	\$13
Office Supplies	\$93	Building Maintenance	\$4
Custodial Supplies	\$81		
Telephone	\$223		
Postage	\$87		
Dues & Publications	\$108		
Maintenance - Computers	\$1,145		
Advertising & PR	\$218		
Staff Development	\$41		
Mileage Reimbursement	\$258		
Travel Allowance	\$250		
Food	\$56		
License & Fees	\$855		
Legal-Admin	\$300		
Office Equipment Lease	\$71		
Miscellaneous	\$12		
General Insurance	\$672		
Audit & Accounting	\$1,390		
Depreciation	\$1,477		
Utilities	\$661		
Cable TV & Internet Service	\$15		
Building Maintenance	\$46		
Gas & Oil - Auto	\$104		
<b>Total General &amp; Administrative Expenses</b>	<b>\$19,014</b>	<b>Total General &amp; Administrative Expenses</b>	<b>\$2,278</b>
<b>Total Expenses</b>	<b>\$412,159</b>	<b>Total Expenses</b>	<b>\$326,352</b>
<b>Income (Loss) from Operations</b>	<b>\$(16,314)</b>	<b>Income (Loss) from Operations</b>	<b>\$(1,982)</b>
<b><u>Other Income (Expense)</u></b>			
Mutual Funds	\$3,569	Interest Earned	\$6
		Mutual Funds - Unrealized Gain or Loss	\$456
		Payroll Taxes - FICA	\$(0)
		Suspense	\$221
<b>Total Other Income (Expense)</b>	<b>\$3,569</b>	<b>Total Other Income (Expense)</b>	<b>\$683</b>
<b>Net Income (Loss)</b>	<b>\$(12,745)</b>	<b>Net Income (Loss)</b>	<b>\$(1,298)</b>
<b>Total Net Income (Loss)</b>	<b>\$(14,043)</b>		