

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

BOARD OF DIRECTORS MEETING

**Meeting location: 1205 Congress Drive, Trinidad, CO 81082
March 30, 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: January 26, 2017
TIME: 4:00 PM, the meeting was held in Walsenburg at 309 W 9th

PERSONS PRESENT: Board Member De Bono, Pando, Nielsen, Shier, Quintero, Spencer (via phone) and Executive Director Duane Roy along with Staff member Frank Vialpando.

ABSENT/EXCUSED:

NOT EXCUSED: Board Member Brown and Patterson

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 Walsenburg at the Administrative Building conference room.
<u>ADDITIONS AND DELETIONS TO THE AGENDA</u>	
<u>MINUTES TO THE PREVIOUS MEETING</u>	The minutes to the December 15, 2016 meetings were reviewed. Following discussion it was M/S/P by Nielson and Shier to accept the minutes.
<u>TREASURER'S REPORT</u>	The financial statement for December 2016 was reviewed. The overall revenue remains down. Duane continues to work with the staff on cost saving measures. Following discussion it was M/S/P by Spencer and Pando.
<u>CORRESPONDENCE</u>	Reviewed the briefs sent out by PAD-CO.
<u>COMMITTEE REPORT</u>	None
<u>OLD BUSINESS</u>	
1. Board Membership	No new information
2. Alta Vista – Exec Committee	No new information
<u>NEW BUSINESS</u>	
1. Purchase 2015 Nisan	Duane requested authorization to purchase a 2015 Nissan for the Day program. Following discussion it was M/S/P Shier and Nielson Duane reported he still has not replaced the vehicle that he drives.
2. IDD Day at the Capital	Duane reported that the IDD day at the capital is coming up on February 15, 2017. SCDDS will be taking a small group up and any board member wanting to go is welcome. Please contact Duane if you want to go.
3. LACRC Investment Policy, recommendations from Scott Payne	Duane handed out sample investment polices for review. Duane also reviewed the letter from Scott Paine regarding his recommendation on changes to the holdings with Ameriprise. Following discussion it was M/S/P Shier and Quintero to implement the changes recommended by Scott Paine. Decision on the investment policy is tabled until later on.
4. Replace Adams GH Floor	Duane requested authorization to replace the kitchen flooring and blinds at the Adams Group Home. Estimated cost is around \$5,000. Following discussion it was M/S/P Shier and Nielson. Pando abstained.
5. CFCM	Duane reviewed the status of the CFCM and the rural exemption for Colorado's IDD system. Duane recommends that we continue to work with the other entities from around the state for a solution on CFCM that works for rural Colorado. Duane recommends that we continue our involvement with the coalition for another 6 months. Following discussion it was M/S/P by Shier and Quintero
Program Reports	
1. Directors	Duane presented the Board an update on the "settings rule" requirements, CFCM and the upcoming budget hearings. At present things are moving forward with legislation that will separate CM from service provision, critical points are timelines and the rural exemption piece. SCDDS is scheduled to go through a "settings" compliance review in February. The State wants all programs to be in compliance with the "Settings rule" by January 2018. Duane reported that SPCC will be submitting another grant to the Temple Buell Foundation in May 2017

2. Residential
3. Trinidad –Day
Walsenburg – Day
SLS
4. Case Management
5. EBD

No Report

No Report

Walsenburg staff member gave a report on the status of services in Walsenburg. Frank indicated that he and his staff are working with Case Management on enrolling 2 new consumers. Frank indicated the program is running smoothly and does not have any needs.

No Report

No Report

Adjournment

Board Member Nielsen and Spencer M/S/F to adjourn the meeting at 5:00 pm.

Approved/Signed



Date January 26, 2017

LACRC / SCDDS Financial
Jan 2017
FY 16-17

Revenues

	Total
Comprehensive - Medicaid	224,326
Behavioral/Mental Health	17,034
Vision	627
SLS Revenue - Medicaid	40,506
SLS Revenue - State Fund	6,492
EBD Direct Service-Pers Care	50,289
EBD Adult Day	8,649
Comprehensive R & B	25,629
Case Management	5,137
TCM	15,632
Quality Assurance/Utilization Review	-
Special Purpose Funds - Case Mgmt	-
CES Direct Service-Medicaid	34
Part C Income	1,379
Early Intervention Program Rev	8,398
Early Intervention - Grants	-
Family Support Program Rev	2,878
Spanish Peaks Day Care Rev	10,233
Spanish Peaks Day Care Grant Rev	-
Client production revenue	2,122
Non-Emergency Med Transp	-
Administrative Mngmnt - HUD	1,210
Rental Property Income	615
Food Stamps	1,194
Gain/Loss - Properties	-
CDOT Grant for Van	51,800
Net Revenues	474,185

Payroll Expenses

Staff Salaries	244,652
Payroll Taxes - FICA	17,832
Payroll Taxes - Unemp	6,843
Payroll Taxes - WC	17,612
Health Ins - Company Portion	19,405
Retirement Benefit - Co Portion	3,367
Client Wages	1,077
Total Payroll Expense	310,789

Program Expenses

Host Home Provider	8,811
Program Supply	3,471

Office Supply	972
Custodial Supplies	1,657
First Aide Supplies	-
Safety Supplies	-
Telephone	3,089
Postage	506
Dues & Publications	1,887
Maintenance - Equipment	133
Maintenance - Computers	1,891
Advertising & PR	1,140
Staff Development	592
Mileage Reimbursement	674
Travel Allowance	460
Food	8,908
Recreation	416
License & Fees / E-Cycling	1,824
Payroll Processing Expense	2,669
Legal-Admin	300
Office Equipment Lease	1,152
Misc	-
General Liability Insurance	6,266
Audit & Accounting	2,780
Retirement Plan Maintenance	420
Unemployment Services Exp	180
Utilities	7,658
Rent - PCA 16	381
Internet & TV	487
Maintenance - Building	749
Gas & Oil - Auto	3,030
Vehicle Repair & Maintenance	1,466
Client Transportation	2,133
Family Reimbursement-FSSP	2,123
Assistive Tech/Home Mod	456
Dental Care	88
Therapy	4,920
Behavioral / Mental Health	11,953
Pharmacy	800
Tenant Rent Contributions	7,035
Vision Care	627
Personal Needs	5,188
Total Program Expenses	99,291
Total Expenses	410,080
Net Income (Loss)	64,105
Depreciation	11,426

	Net Inc (Loss) W/Depreciation	52,679
Other Revenue		
	Interest Earned	7
	Mutual Funds	6,339
	Total Other Income	6,346
	Net Income (Loss)	59,025