

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

BOARD OF DIRECTORS MEETING

**Meeting location: 1205 Congress Drive, Trinidad, CO 81089
Mar 26, 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: February 27, 2024
TIME: 4:00 PM, The meeting was held in Trinidad

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

Absent:

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 January 30, 2024 board meeting were reviewed. Following discussion it was M/S/P by Blasi and Blackburn to accept the January 2024 minutes for LACRC and SCDDS as presented.
<u>TREASURER'S REPORT</u>	<p>Teri Hansford presented the January 2024 finance statements for both LACRC and SCDDS. Teri indicated that revenues and expenses are in line with normal postings for both LACRC and SCDDS. Duane indicated that LACRC revenue was higher than normal due to the rebilling of transportation services that increased revenue by \$90,000 plus. Following discussion it was M/S/P by Blackburn and Pando to accept the January 2024 finance statements as presented.</p> <p>Gabriel Dilbilox with the BMO Bank and LPL Financial Services talked with the board about alternative investment options other than CD's for funds that will not be needed in the short term versus short term CD's that will maintain a 4.5 to 5% rate of return. No action was taken, for information only.</p> <p>Teri gave an update on the audit, she indicated the 2018 audit has been submitted to the auditor. Teri will continue to update the Board on the audit status at the upcoming meetings.</p>
<u>CORRESPONDENCE</u>	None
<u>COMMITTEE REPORT</u>	None
<u>OLD BUSINESS</u>	
1. Board Member Replacement	None
<u>NEW BUSINESS</u>	
1. Employee Retention Tax Credit Application	Duane reported that staff are working on the ERC submission for LACRC. Duane said they are hoping to meet the January 31, 2024 deadline. Following discussion it was M/S/P by Blasi and Blackburn to authorize the submission.
2. CD Renewal	Duane informed the board that the CD's that have recently matured with the BMO and INBank have been renewed with the respective bank at rates between 4.9 and 5.25%.

- 3. **By-Law Review** Duane indicated that Sisto Mazza, Attorney is reviewing the By-Laws for all of LACRC/SCDDS corporations. Funding for this was received from a grant administered by HRSA. .
- 4. **Grant to Digitize and shred documents** Duane indicated that the grant to digitize documents and then shred outdated documents is underway. SCDDS has hired 3 part time staff to scan and down load documents for Case Management as part of the grant. Then old files will be shredded.
- 5. **Directors Report** Duane gave a brief update on the CMRD process. Duane said we are entering the final phases of the transition with everything needing to be done by February 29, 2024.
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- 6. **Other** Blasi Moved to Adjourn at 5:20 PM.

Adjournment

Approved _____

Approved _____

LAS ANIMAS REHABILITATION CENTER

SCDDS

Income Statement SubType
(Single Period)

Income Statement SubType
(Single Period)

For the period of 2/1/2024 through 2/29/2024

For the period of 2/1/2024 through 2/29/2024

Revenues

Food Stamps	\$1,404.00
Administrative Management	2,726.46
Rental Property Income	2,880.00
Misc Income	763.23
IHAB TRI	27,172.01
Comm Connect TRI	4,415.71
Transportation - Non Med Day TRI	9,852.46
IHAB WAL	16,089.68
Comm Connect WAL	809.48
Transportation - Non Med Day WAL	3,015.32
Supported Employment TRI	39,895.85
Transportation - Supported Emp TRI	237.28
SLS MW Direct Srv/PC/Homemaker TRI	12,271.02
SLS MW Direct Srv/PC/Homemaker WAL	4,045.50
CES - Direct Service - Medicaid	1,528.17
SLS-Direct Service-State TRI	1,806.21
SLS-Direct Service-State WAL	595.91
SLS Revenue - Medicaid	82.00
SLS Revenue - State Fund	77.39
EBD Direct Service-Personal Care	166,714.45
Comprehensive - Medicaid	203,089.61
Non-Emergency Medical Transp	4,475.47
Comprehensive R & B	24,572.00
Client production revenue	720.00

Revenues

SLS MW Direct Service Revenue	\$16,398.52
SLS MW IHAB Revenue	22,001.36
CES Direct Service-Medicaid	1,528.17
SLS Revenue - State Fund	12,512.80
Early Intervention Program Revenue	18,530.57
Family Support Program Revenue	7,806.69
Comprehensive - Day Hab	61,360.05
Comprehensive - Residential	203,089.61
Transportation	12,600.84
Case Management	4,462.77

Net Revenues

\$529,239.21

Net Revenues

\$360,291.38

Program Expenses

Staff Salaries	\$308,793.79
Payroll Taxes - FICA	23,392.31
Payroll Taxes - CO PFML	1,539.38
Payroll Taxes - Unemp	3,914.87
Payroll Taxes - WC	5,647.43
Health Ins - Agency Portion	5,280.00
Retirement Benefit - Agency Portion	1,877.99
Residential Provider	20,767.55
Program Supply	1,100.33
Office Supply	57.96
Custodial Supplies	540.48
Telephone	1,137.23
Dues & Publications	32.82
Maintenance - Computers	137.50
Mileage Reimbursement	145.43
Food	7,541.04
Recreation	450.58
License & Fees	463.61
Payroll Processing Expense	3,421.02
Office Equipment Lease	109.34
General Insurance	8,420.54
Unemployment Services Expense	196.67
Utilities	687.84
Building Maintenance	35.39
Gas & Oil - Auto	1,376.56
Vehicle Repair & Maintenance	1,977.60
Client Transportation	508.50
Medical Supply	447.53
Assistive Tech/Home Mod	35.52
Behavioral / Mental Health	467.50
Pharmacy	676.29
Tenant Rent Contributions	6,945.00

Program Expenses

CES EXPENSE	\$1,528.17
Staff Salaries	33,046.67
Payroll Taxes - FICA	2,364.35
Payroll Taxes - CO PFML	139.07
Payroll Taxes - Unemp	250.35
Payroll Taxes - WC	53.58
Health Ins - Agency Portion	1,760.00
Retirement Benefit - Agency Portion	1,079.43
Program Supply	1,003.73
Telephone	895.23
Postage	10.95
Maintenance - Computers	634.66
Advertising & PR	600.99
Mileage Reimbursement	108.09
License & Fees	254.00
Office Equipment Lease	72.89
General Insurance	726.47
Utilities	429.76
In-Kind Rent	600.00
Building Maintenance	52.39
Family Reimbursement-FSSP	5,419.00
Therapy	6,935.70
Professional Services	13,043.30
SLS EXPENSE: MEDICAID	42,034.12
SLS EXPENSE: STATE	5,848.59
Comprehensive	273,416.26

