

**SOUTHERN COLORADO DEVELOPMENTAL
DISABILITIES SERVICES, INC.
LAS ANIMAS COUNTY REHABILITATION
CENTER, INC.
BOARD OF DIRECTORS MEETING**
Meeting location: 330 W 9th St, Walsenburg, CO 81089
Oct 26, 2018 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**
- 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:** September 26, 2018**TIME:** 4:00 PM, the meeting was held in Trinidad at 1205 Congress Drive**PERSONS PRESENT:** Board Members: Shier, De Bono, Spencer, Quintero, Teri Hansford, Business Manager, Teri Hansford, Penny Martinez and Executive Director Duane Roy**ABSENT/EXCUSED:** Board Member: Nielsen and Pando**NOT EXCUSED:****TOPIC****DISCUSSION****CALL TO ORDER**

The meeting was called to order at 4:00 PM by Board President Shier, the meeting was held in Trinidad at 1205 Congress Drive, conference room.

**ADDITIONS AND DELETIONS
TO THE AGENDA**

None

Public Comment

None

**MINUTES TO THE PREVIOUS
MEETING**

The minutes to the August 29, 2018 meeting was reviewed. Following discussion it was M/S/P by De Bono and Spencer to accept the minutes.

TREASURER'S REPORT

Teri Hansford, Business Manager reviewed Finance Statements for LACRC and SCDDS for the months of May, June and July 2018. Following discussion it was M/S/P by Spencer and De Bono.

Duane asked that the Board to consider setting aside some of the surplus revenue from FY 17-18 and defer part of the gain to a bonus to staff that will be given in December. The final amount to be determined in December.

CORRESPONDENCE

Letter from Nellie Barros resignation from the Board of Directors for LACRC/SCDDS

COMMITTEE REPORT

None

OLD BUSINESS**1. SPCC Update**

Duane reported that LACRC is working with legal counsel along with Wacob Surveying and Dotter Abstract on the transfer of the Land, building and furnishings to Council of Governments.

NEW BUSINESS**1. Health Insurance Increase**

Duane reported that LACRC/SCDDS health insurance will renew on January 1, 2019 and that our costs will go up by 7.5%. LACRC/SCDDS receives insurance from a company that insures a pool of public employees from around the state.

2. Resignation of Board Member Nellie Barros

Duane reported that Board Member Nellie Barros has tendered her resignation from the Board effective immediately. Following discussion it was M/S/P by Spencer and De Bono to accept Nellie Barros resignation with regrets. The board appointed Nick De Bono to replace Nellie Barrow as treasurer for LACRC/SCDDS.

3. Bar N I grant

Duane requested authorization to file a grant with the Bar N I Foundation for \$5,000 to help support the Early Intervention program that we run. Following discussion it was M/S/P by De Bono and Quintero to approve this submission.

4. Other**Program Reports****1. Directors**

Duane talked about the upcoming legislative season and various bills that will affect IDD services and funding

Of particular importance is the increase in the State minimum wage and the impact that this 9% increase will have. The agency will receive a 6.5% increase in Medicaid funding and will need to show that wages for direct service staff increase by this 6.5% amount. The increase does not include office or administrative staff. Duane also ask about taking part of the financial gain from FY 2017-18 and giving part of the gain back to employees in the form of a bonus since LACRC has not been in a financial position to increase salaries for the past couple of years. The exact amount and methodology will be presented at the December Meeting.

Adjournment

Adjournment by De Bono 5:30

 By Alfredo Pando, Secretary

Date: 10/31/18

Las Animas County Rehabilitation Center

SCDDS

Income Statement SubType

(Single Period)

For the period of 9/1/2018 through 9/30/2018

Income Statement SubType

(Single Period)

For the period of 9/1/2018 through 9/30/2018

Revenues

Food Stamps	\$1,417
Gain/Loss Equip Sold	\$500
Administrative Management	\$1,031
Rental Property Income	\$615
Misc Income	\$519
SLS Revenue - Medicaid	\$34,860
SLS Revenue - State Fund	\$12,721
EBD Direct Service-Personal Care	\$50,295
Comprehensive - Medicaid	\$218,170
Non-Emergency Medical Transp	\$3,302
Comprehensive R & B	\$25,155
Behavioral/Mental Health	\$18,210
Transportation	\$11,057
Dental/Vision Care	\$562
Client production revenue	\$1,918
Net Revenues	\$380,331

Program Expenses

Medical Supply - MW SLS - TRI	\$57
Medical Supply - ST SLS - WAL	\$94
Cost of Goods Sold - Materials	\$70
EBD Program Expenses	\$2,281
SPCC Program Expenses	\$215
Staff Salaries	\$186,364
EBD Salaries & Benefits	\$38,260
SPCC Salaries & Benefits	\$13
Client Wages	\$723
Payroll Taxes - FICA	\$13,717
Payroll Taxes - Unemp	\$722
Payroll Taxes - WC	\$12,749
Health Ins - Company Portion	\$8,938
Retirement Benefit - Company Portio	\$1,548
Other Benefits - Company Portion	\$9
Residential Provider	\$12,888
Program Supply	\$3,149
Office Supply	\$489
Custodial Supplies	\$2,043
First Aide & Safety Supplies	\$12
Telephone	\$1,799
Postage	\$3
Dues & Publications	\$27
Maintenance - Equipment	\$19
Maintenance - Computers	\$901
Staff Development	\$2,306
Per Diem Reimbursements	\$10
Mileage Reimbursement	\$583
Food	\$7,388
Recreation	\$504
License & Fees	\$415
Payroll Processing Expense	\$637
Office Equipment Lease	\$874
General Insurance	\$4,735
Unemployment Services Expense	\$191
Board Expense	\$134
Depreciation	\$8,474
Utilities	\$4,211

Revenues

Comp Day Hab	\$45,648
Comprehensive Fee for Svc - Residential	\$172,522
SLS MW Day	\$22,130
SLS Revenue - Medicaid	\$12,566
CES Direct Service-Medicaid	\$3,711
SLS Revenue - State Fund	\$12,721
Family Support Program Revenue	\$2,533
Behavioral/Mental Health	\$18,210
Transportation	\$11,057
Dental & Vision Care	\$426
Case Management	\$30,590
Net Revenues	\$332,113

Program Expenses

Staff Salaries	\$21,378
Payroll Taxes - FICA	\$1,417
Payroll Taxes - Unemp	\$17
Payroll Taxes - WC	\$158
Payroll Deductions - Health Ins	\$2,843
Payroll Deductions - 401(k)	\$211
Program Supply	\$81
Therapy	\$390
Office Supply	\$657
Custodial Supplies	\$23
Telephone	\$849
Postage	\$20
Maintenance - Computers	\$116
Advertising & PR	\$675
Staff Development	\$35
Per Diem Reimbursements	\$28
Mileage Reimbursement	\$298
License & Fees	\$27
Office Equipment Lease	\$132
Management & General Service	\$1,799
General Insurance	\$412
Audit & Accounting	\$729
Depreciation	\$74
Utilities	\$241
Building Maintenance	\$237
Family Reimbursement-FSSP	\$3,121
Therapy	\$2,476
CES Homemaker Enhanced Svcs	\$498
Vision Care	\$179
Behavioral/Mental Health	\$18,210
SLS EXPENSE: MEDICAID	\$40,531
SLS EXPENSE: STATE	\$10,922
Comprehensive	\$223,639

Rent	\$385
Cable TV & Internet Service	\$607
Building Maintenance	\$1,055
Gas & Oil - Auto	\$3,303
Vehicle Repair & Maintenance	\$3,194
Client Transportation	\$3,293
Therapy	\$270
Assistive Tech/Home Mod	\$401
Vision Care	\$426
Behavioral / Mental Health	\$16,527
Pharmacy	\$676
Tenant Rent Contributions	\$6,400
Personal Needs	\$4,168

Total Program Expenses \$358,253

General & Administrative Expenses

Staff Salaries	\$10,221
Payroll Taxes - FICA	\$696
Payroll Taxes - Unemp	\$109
Unallocated W/C Expense	\$94
Health Ins - Company Portion	\$892
Retirement Bene - Company Portion	\$232
Other Benefits - Company Portion	\$9
Program Supply	\$58
Office Supplies	\$66
Custodial Supplies	\$81
Telephone	\$222
Postage	\$50
Maintenance - Computers	\$3
Advertising & PR	\$490
Staff Development	\$45
Mileage Reimbursement	\$477
Travel Allowance	\$750
Food	\$22
License & Fees	\$223
Legal-Admin	\$300
Office Equipment Lease	\$149
General Insurance	\$691
Audit & Accounting	\$729
Depreciation	\$1,156
Grant Expense-Trinidad-Adm	\$119
Utilities	\$650
Cable TV & Internet Service	\$15
Building Maintenance	\$64
Gas & Oil - Auto	\$180
Vehicle Repair & Maintenance	\$104

Total General & Administrative Expense \$18,896

Total Expenses \$377,150

Income (Loss) from Operations \$3,181

Other Income (Expense)

Mutual Funds	\$(1,080)
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Total Other Income (Expense) \$(1,080)

\$2,102

Net Income (Loss) \$2,102

Total Program Expenses \$332,423

General & Administrative Expenses

Program Supply	\$149
Office Supply	\$138
Telephone	\$94
Payroll Processing Expense	\$100
General Insurance	\$335

Total General & Administr \$816

Total Expenses \$333,239

Income (Loss) fi \$(1,126)

Other Income (Expense)

Mutual Funds	\$(536)
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Total Other Income (Expe \$(536)

\$(1,661)

Net Income (Lo \$(1,661)

Combined

\$440