

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

Meeting location 1205 Congress Drive  
October 26, 2021 Time: 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
  - a. Review Financials LACRC/SCDDS
  - b. Audit status
  - c.
- VI. CORRESPONDENCE
- VII. COMMITTEE REPORTS –
- VIII. OLD BUSINESS
  - 1.
- IX. NEW BUSINESS
  1. Covid policies
  2. New ARPA Funds-
    - a. 2.11% increase
    - b. \$15/hr min for DSP's
  3. Request to buy out vacation
  4. November and December Board meeting
- X. OTHER
  - 1.
- XI. DIRECTORS REPORT

ADJOURNMENT

Adjournment

**MINUTES OF BOARD OF DIRECTORS MEETING  
LACRC/SCDDS**

**DATE:** September 28, 2021

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

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

**Absent:** Board Members: Spencer, Pando, Verity and Blasi

**NOT EXCUSED:**

**TOPIC**

**DISCUSSION**

**CALL TO ORDER**

The meeting was called to order at 4:00 PM by Board Vice President Dave Shier, the meeting was held in Trinidad at 1205 Congress Drive. There were not enough members present to establish a quorum. The following was discussed.

**ADDITIONS AND DELETIONS  
TO THE AGENDA**

None

**Public Comment**

None

**MINUTES TO THE PREVIOUS  
MEETING**

The minutes to the August 17, 2021 meeting was reviewed. Following discussion it was M/S/P by

**TREASURER'S REPORT**

David Moore, Business Manager reviewed the LACRC/SCDDS finance statements for August 2021 and Year to Date July thru August 2021. Following discussion it was M/S/P to accept the finance statement as presented.

David also gave an update on the audit. David indicated that he is still working with the auditor to get the 2017 audit completed. David said once the 2017 audit is complete the 2018-2021 audits should go smoother. The reconstruction of the data that was lost in the 2017 accounting software program hack is just about complete and staff are working with the auditors to finish this up. David will give and a more detailed timeline for the audit at the August meeting.

**CORRESPONDENCE**

None

**COMMITTEE REPORT**

None

**OLD BUSINESS**

**1. Board Member  
Replacement**

None

**NEW BUSINESS**

**1. COVID Policies**

Duane reviewed the new mandates from CDPHE regarding vaccination requirements for individuals that work in services funded by Medicaid. The current rules allow for a medical exemption or religious exemption. Duane indicated that the new rules are very conflicting as they apply to only Medicaid fund services and not state funded services, example all licensed group homes, SLS and EBD services are covered but day services and EI services as an example are not. The attached policies require all staff to be vaccinated by October 1, 2021 and or have a valid exemption on file to continue with employment. Those staff with vaccination exemptions are subject to weekly COVID testing.

CDPHE is getting some push back from various providers and is going to review their polices in October when the Health Services Board convenes to assure that they are in compliance with rules from CMS and then the new directive that is under consideration from the Biden administration that would require all employers that employ over 100 individuals to require Covid vaccination or testing with valid exemptions. Duane stated these Covid vaccination policies are subject to revision as new directives from CDPHE and other regulatory agencies require. Following discussion it was M/S/P by to adopt these policies

**2. ARP-R Funding  
Phase 4**

Duane requested authorization to look at submitting and application for Phase 4 funding from HRSA specifically ARP for Rural areas. The application process does not make available or identify the dollar amount that is associated with a given application. Duane is suggesting that we go forward with the application process.

**Directors Report**

Duane gave an update on the State's plan to provide enhanced funding for all Medicaid funded services that will be retroactive back to the billing that begins with April 1, 2021 billing cycle. The plan is to provide a 2.2% rate increase on published rates. The state has not released the specific date when these services can be retro billed but the best estimate is sometime in October.

In addition to the 2.2% increase the State is committed to additional funding that would increase the pay for all staff that provide direct care services to a rate of at least \$15.00 per hour. The state is working on a plan that would reimburse the provider agency for the difference between the current DSP wage and the \$15.00 minimum wage that the state is requiring. This will be very similar to the wage increase the state mandated back a few years ago that brought all individuals employed in "personal care and home maker services to a minimum of \$12.41 per hour, HB 1407. This new required minimum wage will become effective January 1, 2022 and the reimbursement methodology to cover this cost is being developed now. This really good news. Duane pointed out that this increase is for DSP's only and will contribute to wage compression within the salary scale and does not address funding for management and other non DSP workers. It is hoped that the rate increases will generate sufficient revenue to increase the other positions.

**Adjournment**

Motion by

\_\_\_\_\_  
Signature and

\_\_\_\_\_  
Date

**Las Animas County Rehabilitation Center**

**SCDDS**

**Income Statement SubType**

**Income Statement SubType**

(Single Period)

(Single Period)

For the period of 9/1/2020 through 9/30/2020

For the period of 9/1/2021 through 9/30/2021

**Revenues**

**Revenues**

Food Stamps	\$2,328
Administrative Management	\$10,324
Rental Property Income	\$1,425
Misc Income	\$1,215
IHAB TRI	\$19,533
Transportation - Non Med Day TRI	\$2,209
IHAB WAL	\$7,925
Comm Connect WAL	\$13
Transportation - Non Med Day WAL	\$290
Supported Employment TRI	\$8,144
Supported Employment WAL	\$540
Transportation - Comprehensive	\$79
SLS MW Direct Srv/PC/Homemaker TRI	\$10,002
SLS MW Direct Srv/PC/Homemaker WAL	\$6,735
CES - Direct Service - Medicaid	\$7,835
SLS-Direct Service-State TRI	\$2,184
SLS-Direct Service-State WAL	\$230
SLS Revenue - Medicaid	\$1,497
EBD Direct Service-Personal Care	\$125,872
Comprehensive - Medicaid	\$173,647
Non-Emergency Medical Transp	\$2,059
Comprehensive R & B	\$21,721
Dental/Vision Care	\$498
Client production revenue	\$720

SLS MW Direct Service Revenue	\$13,674
SLS MW IHAB Revenue	\$13,002
CES Direct Service-Medicaid	\$4,837
SLS Revenue - State Fund	\$6,170
Early Intervention Program Revenue	\$9,813
Family Support Program Revenue	\$2,329
Comprehensive - Day Hab	\$32,173
Comprehensive - Residential	\$184,008
Transportation	\$7,169
Dental & Vision Care	\$290
Case Management	\$27,230

**Net Revenues**

**\$407,023**

**Net Revenues**

**\$300,694**

**Program Expenses**

**Program Expenses**

Homemaker Enhanced Svcs - CES	\$606
CES Program Expenses	\$197
Staff Salaries	\$258,260
Client Wages	\$377
Payroll Taxes - FICA	\$19,258
Payroll Taxes - Unemp	\$1,159
Payroll Taxes - WC	\$9,142
Health Ins - Company Portion	\$9,473
Retirement Benefit - Company Portio	\$2,432
Residential Provider	\$17,439
Program Supply	\$1,165
Office Supply	\$152
Custodial Supplies	\$1,348
First Aide & Safety Supplies	\$112
Safety Supplies	\$951
Telephone	\$1,885
Dues & Publications	\$29
Maintenance - Equipment	\$110
Maintenance - Computers	\$1,770
Per Diem Reimbursements	\$39
Mileage Reimbursement	\$208
Food	\$5,376
Recreation	\$194
License & Fees	\$5,537

CES EXPENSE	\$4,837
Staff Salaries	\$26,842
Payroll Taxes - FICA	\$1,901
Payroll Taxes - WC	\$(208)
Payroll Deductions - Health Ins	\$1,991
Payroll Deductions - 401(k)	\$351
Program Supply	\$127
Office Supply	\$386
Telephone	\$918
Postage	\$51
Advertising & PR	\$113
License & Fees	\$10
Office Equipment Lease	\$37
Management Service	\$4,401
General Insurance	\$155
Utilities	\$191
In-Kind Rent	\$600
Building Maintenance	\$107
Family Reimbursement-FSSP	\$956
Therapy	\$2,012
SLS EXPENSE: MEDICAID	\$29,342
SLS EXPENSE: STATE	\$6,170
Comprehensive	\$220,973

Payroll Processing Expense	\$3,187
Office Equipment Lease	\$813
General Insurance	\$5,614
Unemployment Services Expense	\$197
Depreciation	\$8,474
Utilities	\$3,717
Cable TV & Internet Service	\$461
Building Maintenance	\$620
Gas & Oil - Auto	\$190
Vehicle Repair & Maintenance	\$1,458
Client Transportation	\$423
Medical Supply	\$300
Assistive Tech/Home Mod	\$566
Vision Care	\$498
Pharmacy	\$855
Tenant Rent Contributions	\$6,458
Personal Needs	\$3,321

<b>Total Program Expenses</b>	<b>\$374,368</b>	<b>Total Program Expenses</b>	<b>\$302,265</b>
<b><u>General &amp; Administrative Expenses</u></b>		<b><u>General &amp; Administrative Expenses</u></b>	
Staff Salaries	\$32,374	Payroll Processing Expense	\$380
Payroll Taxes - FICA	\$2,376	Audit & Accounting	\$737
Payroll Taxes - Unemp	\$55		
Unallocated W/C Expense	\$200		
Health Ins - Company Portion	\$545		
Retirement Bene - Company Portion	\$358		
Office Supplies	\$244		
Custodial Supplies	\$18		
Telephone	\$256		
Postage	\$2		
Maintenance - Computers	\$2,594		
Advertising & PR	\$113		
Mileage Reimbursement	\$85		
Travel Allowance	\$250		
Food	\$15		
License & Fees	\$67		
Legal-Admin	\$300		
Office Equipment Lease	\$82		
Miscellaneous	\$(18)		
General Insurance	\$839		
Audit & Accounting	\$1,000		
Depreciation	\$1,156		
Utilities	\$650		
Cable TV & Internet Service	\$17		
Building Maintenance	\$110		
Gas & Oil - Auto	\$38		
<b>Total General &amp; Administrative Expenses</b>	<b>\$43,724</b>	<b>Total General &amp; Administrative</b>	<b>\$1,117</b>
<b>Total Expenses</b>	<b>\$418,092</b>	<b>Total Expenses</b>	<b>\$303,381</b>
<b>Income (Loss) from Operations</b>	<b>\$(11,069)</b>		<b>\$(2,688)</b>
<b>COMBINED</b>		<b>\$(13,756)</b>	