

# North Metro Community Services Board Meeting

February 23, 2023, 6:00 PM

Board Room, Second Floor 1001 W. 124<sup>th</sup> Ave.

## Minutes

1. Call to Order: Dr. Bertagnolli called the meeting to order at 6:00 p.m.
2. Dr. Bertagnolli requested a motion to excuse John Coates from today's meeting, for approval of the January Board minutes, and approval of the agenda for the February 23, 2023 meeting.

Motion: Edie Wallace / Second: Hannah Martinez / Motion Carries

3. Statements from potential new Board Members, Lucas Valdez and Josh Dobratz.  
Lori Freyta introduced Lucas Valdez and Josh Dobratz. Jennifer Pinneo, DSP, helped Lucas talk about things that he likes to do in Day Program. Lucas likes his time in DP. He loves the water. Lucas has one sister and two brothers. Lucas went to Thornton High School and graduated in 2010. Lucas wants to know what the Board does, how things change at NM, how to make DP better with different activities and learn more to help with coordination. Josh presented his reasons for wanting to be on the board. He informed the board that he has been with NMCS for 12 years. He feels that being a Board member would be a good opportunity for him to use his skills and advocate for his friends and peers. Josh has an older sister, a niece, and a nephew. Josh's Dad and step-mom live here in the metro area. He went to Pamona High School and played football all 4 years. Josh is currently looking for a job with his job coach Mike. He used to work at NM on the janitorial crew. Josh has good customer service skills and is a good cook. Brian Kraft stated that Josh has good leadership skills and is motivated to serve.

Ballots were distributed to current Board members and returned to Randy Brodersen. The outcome of this election will be announced at the March 23, 2023 Board meeting.

4. Finance Committee Report, Doug Shepherd

January Financials:

BOARD MEMBERS:

Bill Hawthorne  
Doug Shepherd  
Warren Taylor

Dr. Ed. Bertagnolli  
Cheryl Candelaria

NMCS STAFF PRESENT:

Randy Brodersen  
George Montoya  
Robert Hunter  
Margarito Gandarilla

### **Employment Services Update- 2/21/23**

#### **DataSafe**

- All employees, parents, providers, and customers have been notified of the DataSafe Closure.
- Last day of service will be March 31<sup>st</sup>, 2023.
- We are working with Bayaud Industries for the purchase of our containers, and shred bins. Bayaud made an offer on some of the other equipment but the bid was too low to consider.
- We do have an agency that is interested in hiring some of the employees to help them in their recycling operations. It appears they may take on 3-4 of the recycle technicians. This agency is also interested in making an offer on some of the equipment, and will notify us soon of what they can offer.
- We have our service tech that works on the bailers/shredders reaching out to his customers to see if anyone has interest in this equipment. We may need to engage a sale on consignment.
- The current Voc Trainer in DataSafe will be taking a position with us as a DSP, and supporting the individuals listed above to access day program on their off work hours. She has been with us for more than 8 years and has been a great resource for our program.
- The current Cell Manager is leaving NMCS for a position with a counseling agency which will likely be before the end of March.

#### **Custodial Service**

- Amazingly we have not had any progress in getting the DVR situation to move forward with our custodial crew. We have been in contact with this agency since October!
- We will be able to continue billing for this crew with support from Gary Hartwick until March 17<sup>th</sup>, 2023. After this point these gentlemen will be NMCS employees without paid support.

#### **Supported Employment/DVR:**

- Community Employment: No changes with the people employed in the community. They continue to receive Monthly Support by their Employment Consultants.
- Development: We currently have two people in development and we have accepted two more, just waiting on the authorizations. We contacted DVR and those two are still in the intake process. One of the two individuals was offered a position this week but the company is looking for weekend hours to be completed. Unfortunately this may be turned down because of the individual's weekend priorities.
- Placement: No placement achieved this month.

## Day Services-

- I received a message from CDPHE that they had our drop in visit scheduled several times but every time weather stopped the review...Just a reminder that this visit was supposed to be completed in Mid-November. We are now in late February, and the end of the approval period is March 17, 2023.
- We are working to develop more flexible hours of service to attract a different pool potential employees. This will also provide more opportunity for people in services to attend program.

## **January 2023 Financial Statements**

### Statement of Activities

In the month of January a net loss of \$66,179 was recognized. The net loss for the month was \$58,900 more than what was budgeted. Year to date we have recorded net losses of \$592,630 and have exceeded budget by \$597,519. Overall revenues for the month are \$21,375 less than budget. Expenses for the month are \$37,534 over budget in total. There were a number of one-time expenses in January that impacted monthly performance. These expenses totaled over \$100,000 and are reflected in multiple line items in Administration, Day Program, Resource Coordination, and Residential. Additional expenses were also recognized in January related to Holiday parties and other related holiday expenses.

### Administration

- Administration recorded net revenue in the month of January of \$3,490 and was \$28,094 worse than budget for the month.
- Repairs and maintenance expense of \$8,767 is related to a reclassification of expenses related to the roof replacement.
- Administrative Expense is over budget \$10,000 as a result of holiday parties and other holiday related expenses.
- Help Fund expenditures in the month totaled \$20,313.

### Day Program

- Day Program recorded losses of \$88,850 in January.
- The monthly over budget variance for net revenues in Day Program was \$26,029.
- Additional atypical expenses totaling \$38,340 impacted Day Program. Net of these expenses day program would be ahead of budget \$12,000
- Expenses for the building roof, a late invoice on evaporative coolers, and a payback of transportation claims were the areas of additional expenses.
- Performance in Day Program is expected to improve as we move into the spring months.

### Supported Living Services

- Supported Living had net revenues of \$20,782 during the month of January 2023. This net revenue is \$16,186 better than budget.
- Year to date net revenues of \$98,991 are \$45,989 as the waiver programs continue to perform well.

### Residential

- The residential department had net income of \$2,153 which is \$63,800 worse than budget.
- The Residential program has lost 4 allocations in the last 90 days which impacts revenues.
- Salaries are \$20,000 over budget for the month as a result of holiday pay across the department. Overall salaries year to date net of the holiday bonus are under budget for the year.
- In January we received four housing vouchers to be utilized in the apartment program. These voucher combined with two fewer lease payments will enable the apartment program to operate near breakeven.

### Vocational

- Datasafe has a net loss of \$1,455 in January and has a net loss of \$10,807 YTD.

### Resource Coordination

- The Resource Coordination department recorded a net loss of \$22,691.
- Additional one-time expenses of \$29,785 as part of the computer replacement plan were incurred. Computer expenses were budgeted but inflation on these items has created more expenses than projected.

### Early Intervention

- Early Intervention earned net revenues of \$20,393 which is \$30,026 better than budget.
- The Evaluation area had net revenues of \$14,975 on a record of \$59,268 in revenue.
- A total of 113 children were evaluated for services in January.

### Statement of Financial Position

- Cash balance is \$10,172,176 which is \$382,000 less than at the end of December 2022.
- Accounts receivables balance is \$3,061,500 and has decreased by \$233,561 since the prior month end.
- Liabilities total \$2,754,600 and reflect a decrease of \$123,000.

### Capital Update

There were no capital purchases in January 2023.

There was consensus that the FINANCE COMMITTEE RECOMMENDS TO THE BOARD THE APPROVAL OF THE FINANCIAL REPORTS FOR THE JANUARY 2023 FINANCIALS.

### **NEXT MEETING: MARCH 23, 2023**

Dr. Bertagnolli requested a motion to approve the February 2023 financial statement.

Motion: Bill Hawthorne / Second: Warren Taylor / Motion Carries

5. Executive Committee Report

There is no report from the Executive Committee today. Rather, all content will be discussed in New Business.

6. Executive Directors Report

Randy Brodersen reported that the Annual awards meeting is scheduled for Thursday May 18<sup>th</sup>. A light dinner will be served starting at 5:00 with the presentation beginning at 6:00. The meeting will be held at the Westminster Recreation Center at 105<sup>th</sup> and Sheridan. The Board's monthly meeting will be held before the awards. Randy reported that after three years, we had the first COVID outbreak at Clayton house. Until now, staff and people living in that home have avoided the virus. One person was hospitalized but was released today. Four clients and four staff became ill. Everything went well during the illnesses and things are completely under control now. Hopefully this is just a bump in the road. We are waiting for the final budget from the JBC. Targeted rate increases are included. There is little flexibility with this funding. The Governor presented a .5% increase which would have been very difficult for us. The JBC increased this to 3%. This increase hits a limited number of rates. Group home rates and transportation are also targeted for increases. The State doesn't have a lot of available revenue for flexibility. The 3% is across all Medicaid programs. JBC approved 3.5 million for Early Intervention, which was going to revert if it wasn't spent. This will be funneled to Service Coordinators and Providers as retention bonuses. This money needs to be spent this year. The 3.5 million will then annualize which will help with rates. The EI evaluation program is going well. At fiscal year's end we will have done 1300 to 1400 evaluations across the county. This is positive for families in Adams County. This includes the Adams county portion of Aurora. A high percentage of kids are being determined eligible and are getting the help that they need early on. New legislation / Randy chairs govt relations for Alliance. Very few bills have impact on IDD services this year. There is concern regarding a bill about host homes. The CO Cross Disability Coalition (CCDC) petitioned for a study to see if additional regulations are needed. DORA came back and said that there is no need for additional regulations. The CCDC wanted a bill to further regulate Host Homes. This is a study bill to look at the issue of potentially bad providers and how to make sure that they don't continue working in the system. The many new agencies out there make it easy for HHP's to move agencies and continue having people live with them. If the bill passes there will be a stakeholder committee. If this passes, it will take a significant amount of money to set up the structure and do investigations etc. APS does these investigations now. There are about 3000 host homes across the state. This bill is sponsored by Mary Young out of Weld County. Bill # HB23-1197. If this passes, there will be a two year study period. Brian Kraft stated that his host home is really good with everything. Josh Dobratz asked if he has a choice in where he lives. George Montoya confirmed that he does indeed

have a choice. Randy assured the group that the vast majority of host homes are good for the people who live there.

## 7. New Business

### Continued Discussion of future plans for NMCS, Randy and George

The contract from County Commissioners was received this week. The Adams County Mill Levy of 2.1 million shared with Developmental Pathways because of the city of Aurora (17%). NMCS receives 1.75 million. We need to have a strategy to hold onto the mill levy. Statute helps us with this. CCB's will continue to act as the administrator of local funds. Early Intervention is included in this. The new Grant program is 250,000 of the 1.75 million. The Grant program is getting close to where we need to be on spending monthly and will continue to show county wide impact. Early Intervention will also continue to demonstrate county wide impact. This shows good faith to the county. Randy believes that we will need to branch out further than these two programs to assure equity. Funds may need to be shared with other day programs in the future to show the county that we are concerned about and committed to people across the county. Dr. Bertagnolli pointed out that we have an excellent relationship with the County Commissioners. Becoming a Class A licensed program is another area that would have impact across the county. Randy points out that we need to look at the other non-profits who provide IDD services. We would not be interested in funding the for profit agencies. Although we won't be doing case management we still have an important county wide role and can be the focus of the mill levy dollars but we need to look at other agencies as well.

Motion: Edie Wallace made a motion to approve Dr. Bertagnolli signing the Mill Levy Contract. Brian Kraft seconded this motion and the motion carried.

## 9. Dr. Bertagnolli requested a motion to end the meeting at 7:00 p.m.

Motion: Bill Hawthorne / Second: Brian Kraft / Motion Carries

Minutes Taken by: Carrie Morris, NMCS Executive Assistance

Minutes Reviewed and submitted by Dr. Warren Taylor, Board Secretary

