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North Metro Community Services Board Meeting

March 26, 2026, at 6:00 PM

Board Room, Second Floor 1001 W. 124th Ave.

Minutes

Call to Order

Dr. Bertagnoli called the meeting to order at 6:00 p.m. He requested a motion to excuse John Coats, Christian Van Dyke, and Cheryl Candelaria from tonight's meeting, approved the February 2026 Board Meeting Minutes, and the agenda for tonight's meeting. George Montoya did have an amendment to tonight's agenda and requested a motion for Dr. Bertagnoli to sign the 2026 contract for Adams County, which is an increase over last year.

Motion: 1st: Brian Kraft / **2nd:** Hannah Martinez / **Motion Carried**

Lorraine Freya introduced Randy Brodersen, who has submitted a letter of interest in becoming a member of the Board. Randy worked for North Metro Community Services (NMCS) for 30 years with most of his tenure holding the Executive Director position.

At this time, Dr. Bertagnoli requested a motion for an in-person vote on Randy being elected to the Board.

Motion: 1st: Brian Kraft / **2nd:** Lorraine Freyta / **Motion Carried**

George Montoya then announced that Josh Dobratz is up for re-election on the Board and Michael Kapaun is challenging him for this position. He then gave both candidates the opportunity to speak to the Board. Josh stated that he has had a good experience being on the Board, and he is very interested in the topics that are discussed. He went on to say that it is an honor to serve on the Board and would like to continue being a member. Michael stated that he likes to be involved in talking about solutions to problems, and how important it is to build relationships throughout the business. He would like to see NMCS add more clients and help build a business that would bring in more revenue. Since there is only one position available and we have 2 candidates, ballots were issued and results will be presented at the next Board meeting, however, George will let Josh and Mike know the results next week.

Finance Committee Report

Doug Shepherd presented the Financial for February 2026.

February 2026 Financial Statements

Doug Sheperd, Board Treasurer, reviewed and initialed the CEO's December credit card transactions and statement during the finance committee meeting on 03/26/2026.

Statement of Activities

In February 2026, net revenue totaled \$101,284. Net revenues for the month were \$42,419, worse than budget. Program revenues fell short of projections during the shorter month. Year-to-date net revenues total \$3,405,173, which were ahead of budget by a total of \$2,994,379. Year-to-date operational net revenues totaled \$820,620 net of capital gains and were ahead of budget by \$409,826.

Administration

- In February, the Administration Department recorded net revenues of \$27,528, which was \$20,107 ahead of what was budgeted for the month.
- Total help fund expenditures were \$19,554 for the month.
- Interest revenue in February was \$37,919, which was \$2,502 greater than the budget. Year-to-date, interest revenues are \$56,344 ahead of budget.

Day Program

- Day Program recorded a net loss of \$14,119 in February, which was \$27,540 better than budget.
- Day Program has recorded a year-to-date net loss of \$257,936 and remains ahead of budget by \$205,758. In comparison, last year at this time, a net loss of over \$485,000 was recorded.
- Program revenues totaled \$306,649, which were right on budget and comparable to January with 16 program days.
 - Year-to-date program revenues are still ahead of budget by \$23,052.
- Total attendance in February was 90% of the maximum, which is below the target rate of 95% attendance.

Supported Services

- Support Services recorded a net loss of \$3,266 and is ahead of budget by \$678.
- Program revenues totaled \$150,276 for the month and remain ahead of budget by \$241,057 for the year.

- Year to date, support services have net losses of \$9,727 and are ahead of budget by \$79,158.

Residential

- The Residential Department earned net revenues of \$60,046 for the month of February, which was \$48,955 under budget.
- Residential has year-to-date net revenues of \$669,539, which are better than budget by \$48,418 for the year.
- Program revenues missed projections for the month by \$34,291 but exceeded the budget by \$107,901 for the year.
 - During the month, the department experienced a combination of service level changes, absences, and attrition.
 - One individual exited the Apartment program in February, bringing the total reduction to two individuals since last February.

Early Intervention

- The Early Intervention program recorded net revenues of \$31,257 in the month of February, which was \$41,893 worse than budget.
- Year-to-date net revenue is \$143,153 and is \$111,001 behind budget for the year.
 - EI Evaluations experienced one of its slowest months in some time, leading to revenue shortfalls of approximately \$15K for the month.
 - Cancellations and limited no-show billing factored into the short and slow month.

Home Health

- The Home Health department incurred \$163 in computer software expenses for the month. Year to date, the department has incurred \$3,970 in expenses.

Statement of Financial Position

- As of February 28, 2026, the cash balance is \$14,332,350. The cash balance decreased by \$230,727 from the prior month.
- Accounts receivable total \$3,039, 803 and have decreased by \$86,122 since the end of January.
 - Medicaid receivables decreased by \$88,902 from the prior month.
 - Contract receivables increased by \$4,208.

- Liabilities total \$2,388,295 and have decreased by \$439,782 since the end of January.
 - Deferred revenues decreased by \$219,226 from the prior month.
 - Salaries Payable decreased by \$116,111 due to the short month.

Capital Update

- Two 2024 Chrysler Pacifica Mini Vans with lifts were purchased in February for a total of \$54,986.

Margarito addressed the Board regarding recent financial losses. The problem we are facing is due to eligibility breaks that occurred because redeterminations for Medicaid were not completed, therefore we have not been paid. We are working on getting reimbursement but may have to write off about 20% of them and are unsure of how much can be reclaimed. This situation does not affect anyone's services.

Motion: 1st: Warren Taylor / **2nd:** Bill Hawthorne / **Motion Carried**

Executive Committee Report

The Executive Committee discussed having more involvement by Board members. George hopes to have additional participation of Board members that are on the Finance Committee or have interest in the executive committee. Volunteers would be ideal, but a request may be made for members to participate in the committees. The elections for Board Officers are due May 2026, and if you are interested in pursuing an Officer position, please let George know. The times for meetings on Board days are as follows:

4:00 p.m. – Finance Committee
 5:00 p.m – Executive Committee
 6:00 p.m – Board Meeting

Executive Directors Report

Brighton Land – George is currently negotiating a contract with an organization called Gratitude Village. Gratitude Village provides a new residential model known as Co-Housing which creates sustainable communities that are mixed residential and commercial. These communities are inclusive and also support people with disabilities.

Joint Budget Committee – George informed the Board that it is looking like there will be as much as 3.6% base rate cut for all Medicaid providers. This is due the growth in Medicaid programs beyond projections.

NMCS Investment Policies – The investment policies are currently being reviewed for potential amendment. The current policy is very restrictive and does not allow for any diversification of investments.

New Business

Early Intervention (EI) – Kelly Montoya, EI Director and Lynne Craig, EI Evaluation Coordinator, gave the annual EI presentation to the Board of Directors.

EI services children aged 0 up to 3 years old that have developmental delays or disabilities. Children can be referred to EI by their doctor, provider, parent/family member or by anyone who has developmental concerns about a child. To be considered eligible to receive EI services, the child must have 25% delays in two or more areas of development, or a 33% delay in one area. Developmental areas include adaptive, cognitive, communication, social/emotional, and physical. A child can also be eligible if they have an established condition (born premature, Down Syndrome, etc.), or if their parent has a disability. A child can also be found eligible based on informed clinical opinion.

The EI Evaluation Team - NMCS offers evaluations for children at both our Westminster and Brighton locations. Staff can also go to the child's home for the evaluation, or do the evaluation virtually, if needed. This includes Fridays when the majority of NMCS is closed. There are 32 slots available each week for evaluations and an evaluation usually lasts 2 hours; if interpretation is needed, the evaluation takes longer and the interpreter is provided for the family. Along with the evaluations, hearing and vision screenings are done for every child. There are 2 professionals at each evaluation. After the evaluation is completed, the results are scored and shared with the family, and it is determined at that time if the child qualifies for EI.

The EI Evaluation Team consists of 10 professionals with a collective 124 years of experience. In 2025, the team conducted 1,334 evaluations, which is 110 more than the previous year. Around 23% of the evaluations are bilingual. In addition to these evaluations, we were asked by the State to cover an additional 44 evaluations, which were completed.

The EI Staff – The EI Team overall (including the EI Evaluation Team) consists of 40 staff members: 10 on the EI Evaluation Team (as mentioned above), one Director, 2 Associate Directors, 3 Support staff, 3 Lead staff, and 21 Service Coordinators, 11 of which are bilingual. This is the same number of staff as last year. The average number of children served after evaluations is 1,310, which is a slight increase from the previous year. Due to Established Condition, 252 of those children are eligible, 264 are Spanish speaking, and 540 are enrolled in Medicaid. NMCS contracts with 54 provider agencies, and 65 independent contractors. The average caseload for an SC is 55 children. Along with providing service coordination for these children, the SC's develop annual plans with families and make sure they are connected with therapists. They build relationships and connections to make sure families are supported.

The EI Support Staff assist the SC's in making sure services are started within the required 28-day timeframe, help monitor the receipt of therapy notes, maintain records, and provide support with public awareness events.

EI services end when the child turns 3 years old. During the last few months of services, the EI Support Staff help with deadlines and make sure the State database is updated to include the necessary information for exiting the program. The SC connects the family with their school district's special education department or community programs.

Children with higher needs are referred to Ana Ramirez, NMCS Resource Facilitator. She helps the family with Grant Applications, helps guide families through the process with Rocky Mountain Human Services (RMHS) if waiver or the Family Support Program (FSP) services are needed and attends transition meetings. She also attends resource fairs regarding services for adults and children with intellectual/developmental disabilities.

We are out in the community collaborating with other agencies and have a team that meets every other month. EI produces a quarterly newsletter and attends resource fairs. We also hold events for EI families. The most recent event was EI Night at the Butterfly Pavillion, which was only open to EI families and almost 200 people attended (including EI staff)!

Following the EI Presentation there was a brief Question and Answer period.

Q: Do you get referrals from doctors?

A: Yes, referrals can come through a doctor's office but do not have to, it can come from the family itself. Doctor's offices should be doing a developmental screening at visits as some families may not know if their child has delays. We do get most of our referrals from doctor's offices. Evaluations happen within 2 weeks of the referral.

Q: Any situations where the child is not eligible?

A: Yes, that does happen. The family, though, can come back in 3 months for another evaluation if they still have concerns. Even if the child is not eligible, we still try to help the family.

Q: For children who are referred to other services, are you getting any feedback?

A: We have gotten some feedback but not a lot. Ana Ramirez is very helpful with updates from RMHS.

Kelley added that the EI program is very good at outreach, working with the Arc of Adams County, The Department of Human Services, and Head Start.

Public Comment

Jerome Robertson attended tonight's meeting and wanted to let the Board know that we need to get more vans because they break down and then they must call Jeremy in the maintenance area.

Wayne McCombs also attended the meeting and stated we need to get rid of our old vans and get new ones.

Brian Kraft also added that he thinks very highly of Michael Kapaun.

Next Meeting

The next Board Meeting will be held on May 23rd at 6:00 p.m. in the Boardroom.

Adjournment

The meeting was adjourned at 7:00 p.m.

Motion: 1st: Edie Wallace / 2nd: Brian Kraft / Motion Carried

