

STARPOINT  
BOARD OF DIRECTORS MEETING  
Thursday, September 26, 2019

Chairperson Annette Nimmo called meeting to order at 6 p.m.

Fremont County board members present: Annette Nimmo, Linda Bay, Janet Trujillo, Jake Francis.  
Chaffee County board members present: Terry Prewitt, Brenda Heckel, Mike Dowdy, Danielle Frost, and Katy Grether.

Others present: Bob Arnold, Jami Roy, Mary Yang, Brenda Aguirre, Bonnie Stumph, Julie Watts, Bob Grether, Bill Davis, and Laura Gardner, legal counsel to the board.

#### MINUTES OF THE PREVIOUS MEETING

Minutes from previous meetings on July 25, 2019 and August 22, 2019 were approved on a motion by Brenda Heckel and a second by Janet Trujillo.

#### FINANCIALS

Julie Watts presented financial information from 7/31/18 to 6/30/19. She pointed out the total receivables year to date are 12.3 million. She also explained that our Personnel Expenses are 78% year to date. She reviewed our other expenses. She explained that our total expenses are at 105.6%. Our year to date net is (\$688, 432).

Julie Watts let the board know that Early Head Start is looking good and have used their Grant very well.

Julie Watts reported that we should receive our audit from the CPA by Thursday 10/3/19. Once the audit is received the Board of Directors will need to approve. Laura Gardner suggested that if we do not receive the audit by the above date that we send a legal letter to force the issue.

A motion by Jake Francis was made to accept financial report to be placed on file. Katy Grether seconded the motion. Motion carried unanimously.

#### PUBLIC COMMENT

No comment.

#### EARLY HEAD START

Brenda Aguirre made the board aware that July 2019 and August 2019 EHS Board of Directors and PC Monthly Reports are included in the board meeting packets for review.

#### STATE/LEGISLATIVE UPDATES

Bob Arnold explained to the board that we are not alone, other rural boards are feeling the impact of the mandatory minimum wage increases. They are meeting with the state to help them understand the impact on rural Community Centered Boards.

Bob reported that Alliance is working on the following issues to present to the state:

Allow CCB's to keep resources if someone passes away.

Commit to a 6-year, phased-in elimination of the DD waiting list.

Separation from common policy. Colorado sets one common policy rate increase for all Medicaid services.

#### OTHER BUSINESS

Board Member Brenda Heckel's term expires 10/2019. Janet Trujillo made a motion that Brenda Heckel continue as a Board Member. Terry Prewitt seconded.

A motion was made by Terry Prewitt to remove Jeff Corron and Claudia Stevens from all Legacy bank accounts and any other financial accounts that Jeff Corron and Claudia Stevens are listed as approvers or signers. The motion also stated to add Jami Roy and Julie Watts to all Legacy Accounts and any other financial accounts that are necessary. Jake Francis seconded the motion. Motion carried unanimously.

Julie Watts proposed to open another savings account for the Starpoint Foundation. Currently all Starpoint Foundation funds run through the Starpoint operating fund and the funds should be separate. Janet Trujillo motioned to open a new account for the Starpoint Foundation and separate the foundation's revenues from the general operating funds. Jake Francis seconded the motion. Motion carried unanimously.

Janet Trujillo, Jake Francis, Terry Prewitt, Katy Grether and Susan Rush from the Starpoint Foundation agreed to serve on the search committee for a new CEO to replace Bob Arnold upon his retirement. Bob gave each committee member a copy of a proposed CEO Job announcement.

#### REPORTS

Next meeting will be October 24, 2019.



Annette Nimmo  
Board Chairperson

STARPOINT  
SUMMARY OF ALL UNITS  
For the Two Months Ending 8/31/2019

	Year To Date		
	7/31/2019	8/31/2019	
	Actual	Actual	Actual
<b>REVENUES</b>			
HCB-DD Waiver Residential	\$472,200.86	\$470,281.18	\$942,482.04
HCB-DD Waiver Day Svcs/CP	155,582.83	153,583.50	309,166.33
HCB-DD Waiver Supported Employ	8,885.22	8,908.52	17,793.74
HCB-DD Waiver Transportation	30,663.61	31,227.32	61,890.93
HCB-DD Waiver Vision	557.00	397.00	954.00
HCB-DD Spec. Med Equip	1,514.00	965.00	2,479.00
HCB-DD Behavioral Svcs	1,726.68	1,788.55	3,515.23
HCB-DD Personal Assistance	5,252.95	6,204.70	11,457.65
HCB-DD Assistive Tech	174.00	174.00	348.00
HCB-DD Parent Education	424.26	565.68	989.94
NOS Waiver Services	13,231.72	8,181.01	21,412.73
Targeted Case Management	35,379.96	39,662.97	75,042.93
PASARR	206.71		206.71
State General Fund	19,422.06	18,542.54	37,964.60
Management Fees	2,913.31	2,781.38	5,694.69
Medicaid Therapy	4,778.90	4,590.52	9,369.42
Fremont County		167.27	167.27
Fremont RE-1 School District	1,350.00		1,350.00
State/CACCF (USDA)		261.72	261.72
Voc Rehab	1,147.78		1,147.78
Fremont Co Dept of Human Svcs	17,890.14	21,131.27	39,021.41
Colorado Foundation for Parents/Children	4,955.63		4,955.63
State/Dept of Human Services	68,867.39	67,959.04	136,826.43
ACYF-Admin for Children, Youth & Families	66,648.56	133,220.90	199,869.46
Donations	5,717.69	7,406.53	13,124.22
Salida Event Revenue	200.00		200.00
Residential Fees	53,910.60	53,591.00	107,501.60
Interest Income	296.28		296.28
Rent Income	249.80	259.40	509.20
Tuition Fees	13,086.86	13,714.67	26,801.53
Other Income	(806.05)		(806.05)
Internal Services Revenue	62,672.00	76,223.68	138,895.68
<b>TOTAL REVENUES</b>	<b>1,049,100.75</b>	<b>1,121,789.35</b>	<b>2,170,890.10</b>

**PERSONNEL EXPENSES**

Directors	51,349.92	71,666.66	123,016.58
Resource Coordinator	26,193.03	39,344.38	65,537.41
Secretaries	2,083.22	3,124.80	5,208.02
Data Coordinator/Passport Aide	2,616.88	3,925.33	6,542.21
Childcare Director	6,003.20	9,415.20	15,418.40
Health Coordinator	3,516.23	5,204.34	8,720.57
Family Center Coordinator	6,730.59	8,559.32	15,289.91
Accounting Clerks	8,159.71	11,924.96	20,084.67
Early Childhood Assistant	1,934.82	2,873.03	4,807.85
Information Technology Manager	4,433.60	6,650.40	11,084.00
Site Coordinator	28,751.58	39,461.83	68,213.41
Program Director	22,931.20	34,396.80	57,328.00
Team Leader Assistant	16,502.23	22,994.92	39,497.15
Direct Support Professional	226,127.64	349,230.54	575,358.18
Medical Support Professional	22,070.45	33,133.97	55,204.42
Systems Coordinator	4,451.77	7,147.61	11,599.38
On-Call Coordinator	3,094.14	5,848.00	8,942.14
Speech Pathologist	13,345.60	20,018.40	33,364.00

Teacher	22,830.63	33,943.90	56,774.53
Home Visitor	31,245.86	47,288.02	78,533.88
Maintenance	2,724.25	3,840.28	6,564.53
Aide	25,073.60	35,598.52	60,672.12
Group Leader	2,608.72	3,953.91	6,562.63
Cook	3,513.16	5,253.08	8,766.24
Consumer Salaries	4,190.34	5,752.74	9,943.08
Employer FICA Expense	40,416.29	60,929.47	101,345.76
Unemployment Expense		11,573.00	11,573.00
Worker's Compensation	12,651.17	19,198.63	31,849.80
Health & Disability Insurance	233,466.10	222,968.57	456,434.67
<b>TOTAL PERSONNEL EXP</b>	<b>829,015.93</b>	<b>1,125,220.61</b>	<b>1,954,236.54</b>

#### OTHER EXPENSES

Accounting/Audit	13,950.00		13,950.00
Dental/Vision/Therapy	6,319.70	4,691.75	11,011.45
Professional Services	78,680.22	75,597.65	154,277.87
Consultants	356.50		356.50
Purchased Services	250.00	250.00	500.00
Purchased Transportation Services	317.50	121.50	439.00
Int Purchase Services	51,424.62	65,777.15	117,201.77
Staff Travel (Local)	13,143.48	12,627.92	25,771.40
Meetings/Conferences	1,353.61	3,839.59	5,193.20
Gifts/Gratuities	61.90	808.68	870.58
Staff Medical	50.00		50.00
Marketing Expense	538.26	2,138.17	2,676.43
Family Support Services	5,306.44	3,430.88	8,737.32
Family Emergency Funds	1,228.46	(75.00)	1,153.46
Activity Fees	170.00	679.58	849.58
Educational Equip/Supplies	87.88	304.29	392.17
Other Parent Services	90.00	868.15	958.15
Food	17,090.35	18,567.46	35,657.81
Medical Supplies	4,560.42	3,372.07	7,932.49
Assitive Technology	90.00	90.00	180.00
Hshld/Equip-Supplies	2,001.02	2,422.29	4,423.31
Vehicle-Gas/Oil	6,365.13	6,195.61	12,560.74
Vehicle-Main/Repair	5,732.10	6,018.40	11,750.50
Company Owned Vehicle	75.28	78.96	154.24
Office Supplies	9,165.08	6,415.91	15,580.99
Telephone Expense	7,728.00	7,176.30	14,904.30
Space-Rent/Lease	5,150.00	5,150.00	10,300.00
Utilities	13,617.65	19,234.90	32,852.55
Building Maintenance	18,997.13	12,871.49	31,868.62
General Liability Insurance	439.00	439.00	878.00
Vehicle Insurance	203.14	203.14	406.28
Dues/Pubs/Fees	785.01	4,130.04	4,915.05
Staff Development/Training	1,629.32	7,485.00	9,114.32
Pre-Employment Expense	1,625.75	3,080.03	4,705.78
Administrative Fees	927.81	2,004.42	2,932.23
Misc Expense	203.00	893.22	1,096.22
Equipment	155.46	2,269.47	2,424.93
Childcare expense allocation	10,319.57	8,442.11	18,761.68
<b>TOTAL OTHER EXPENSE</b>	<b>280,188.79</b>	<b>287,600.13</b>	<b>567,788.92</b>
<b>TOTAL EXPENSES</b>	<b>1,109,204.72</b>	<b>1,412,820.74</b>	<b>2,522,025.46</b>
<b>NET</b>	<b>(\$60,103.97)</b>	<b>(\$291,031.39)</b>	<b>(\$351,135.36)</b>

BANK ACCOUNT BALANCES  
OCTOBER 24, 2019

<u>BSJ MM</u>	<u>BSJ REP PAYEE</u>	<u>LEGACY MM</u>	<u>LEGACY PAYROLL</u>
\$ 218,867.91	\$ 68,936.41	\$717,784.03	\$ 1,261.19

# EHS Board of Directors and PC Monthly Report

Month: September 2019

1) EHS Enrollment:

Enrollment: 75 Center-Based : 10 Home-Based: 60 Waiting List —this includes some from 101-130% Category 10

Pregnant Women: 5

2) Number of EHS children receiving EI services: 10

3) Attendance for Center-based Option: 97%

4) (CACFP) Food program reimbursement : \$24.92

5) Socialization Focus: Cognitive

September 10, 2019 Socialization was held at the Pueblo zoo, food was provided by Little Caesars @ \$ 112.87 and Wal-Mart @ \$48.37 for 26 adult, 21 EHS children and 6 siblings

September 17, 2019 Socialization was held at Pioneer Park, food was provided by Spin for 11 adults, 8 EHS children and 1 sibling.

6) EHS Credit Card Purchases all booked on 9/15/19 :

9/5/2019	Walmart		Diapers, wipes	\$118.27
9/10/2019	Walmart		socialization snacks	\$ 48.37
9/10/2019	Pueblo Zoo		EHS socialization	\$ 355.00
9/10/2019	Little Caesar's Pizza		Other Parent Services	\$ 112.87
9/18/2019	Hyatt Regency		staff to Strolling Thunder	\$ 172. 94
9/25/2019	Hilton Garden		Train new STEM HV/PAT	\$ 640.41
			TOTAL	\$1,447.86

6) Correspondence from Regional Office& Program Summary:

# Cathy Marple

Mraplecathy@gmail.com

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## *Great Employee for YOU*

Friendly, Helpful, Independent, Honest

### WORK EXPERIENCE

#### Volunteer

7/2019 – Present

#### **Ministry Place, Cañon City, CO**

- Set up tables for mealtimes by taking down chairs
- Roll silverware with napkins according to expectations
- Pack cookies and desserts

#### Volunteer

8/2019 – Present

#### **Loaves and Fishes, Cañon City, CO**

- Hanging clothes for sales floor
- Stocking food on shelves for purchase
- Sorted Clothes

#### Volunteer

8/2015 – Present

#### **Boys and Girls Club, Cañon City, CO**

- Laundry
- Clean and dust upstairs computer room
- Wipe off tables

#### Delivery Team Volunteer

12/2013 – Present

#### **Meals on Wheels, Cañon City, CO**

- Accurately drop off meals for delivery
- Provided courtesy customer service

### EDUCATION

**Cañon City High School, Cañon City, CO Graduated 2005**