



Serving Fremont, Chaffee and Custer Counties  
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Bryana Marsicano, Chief Executive Officer

**Starpoint  
Board of Directors Meeting  
July 22<sup>nd</sup>, 2021 at 6:00 PM**

**Zoom Link Option**

<https://us02web.zoom.us/j/2688256018?pwd=Z01yeIFZQWNPcnFKNURsclRSSjlvdz09>

**Meeting ID: 268 825 6018    Passcode: 222222**

**Meeting Agenda**

- |   |                         |
|---|-------------------------|
| ○ Call to Order                                       | <b>Board President</b>  |
| ○ Introduction of Guests and Public Comments          | <b>Board President</b>  |
| ○ Action Item – Review and acceptance of June Minutes | <b>Secretary</b>        |
| ○ Report – Update of accounting progress and goals    | <b>Colette Martin</b>   |
| ○ Action Item – Early Head Start                      | <b>Brenda Aguirre</b>   |
| ○ EHS Board Report                                    |                         |
| ○ Report – Chief Executive Officer Report and Updates | <b>Bryana Marsicano</b> |
| ○ Other Board Discussion                              | <b>Open</b>             |
| ○ Adjourn   | <b>Board President</b>  |

STARPOINT  
BOARD OF DIRECTORS MEETING  
THURSDAY JUNE 24, 2021

Board Chairperson, Annette Nimmo called the regular Starpoint Board of Directors meeting to order at 6:00 PM. Those in attendance and constituting a quorum were:

Fremont County board members present: Annette Nimmo, Jake Francis, Mitch McCartney, Amy Schmisser, and Linda Bay.

Chaffee County board members present via Zoom video: Katy Grether, Brenda Heckel, and Danielle Frost.

Others present via Zoom video: Brooke Elenga

Others present in person: Brenda Aguirre, Jody Berg, Mary Yang, and Laura Gardner.

#### **INTRODUCTION OF GUESTS AND PUBLIC COMMENT**

No guests or comments.

#### **MINUTES OF THE PREVIOUS MEETING**

**MOTION** by Jake Francis to accept minutes as presented. Seconded by Mitch McCartney.

#### **FINANCIALS**

Collette Martin, interim CFO, provided an overview of financials. She is working to consolidate prepaid expenses. Previous auditors, Zinc, did not recommend for Starpoint to have prepaid expenses. Collette continues to work with the accounting department on developing policies and procedures. As she continues to transfer everything over from MITC and Bill.com to Great Plains, she is discovering that the program is not as challenging as once thought. She does not want to rush the process. She has updated the accounting system to the most recent version.

Collette reports that all bank accounts are reconciled through May. She reports that she is working on the last two audit items from the list that have been requested for 2020 audit. Collette is also working on consolidating categories in the chart of accounts. Lastly, she is working on applying for the PPP loan forgiveness.

**EHS Board Report:** The board members commended Brenda Aguirre on providing a thorough report for the April review. Brenda reports that current attendance is at 81% due to COVID. There is also one child that has not been able to attend due to transportation issues. The EHS employees are working hard to support the family with this.

#### **Chief Executive Officer Report and Progress Updates June 2021**

##### **Legislative updates**

There are a couple of legislative changes. Starpoint CEO, Bryana Marsicano, reports that IDD services is approved for an increase to our Medicaid rates (2.5%).

Bryana has been attending meetings regularly with HCPF to discuss conflict free case management. We have until 2024 to be out of conflict. Although, it looks as though we have many providers in our area, not all are actively serving clients. We will be actively providing input for the “only willing and Qualified provider” definition.

Bryana also reports that our budget for Early Intervention has been approved. We did request additional funds this year to cover the actual expenses and it was approved.

We continue to watch the American Rescue Plan closely to see where the funding will be pushed to. Several requests have been made to increase wages for direct support professionals (DSP's) and/or add hero pay for DSP's.

**Staffing**-We continue to be at a critical level for staffing. This trend is nationwide. We continue to staff in critical places. Work climate and culture has been a big topic at the state level and internally as we try to support staff that are working extra shifts or in various work areas. We would like to increase our starting wage for employees. We did do this in Salida about a month ago to further our efforts in recruiting and retaining employees.

Bryana continues to meet with Collette to address the compression factor of wages from previous years. They are discussing looking at a percentage scale to determine how individuals can be compensated. Brenda Aguirre, Starpoint's Family Center & Child Care Director, will also be seeking grants to assist in compensating staff.

**401K**-Employers with more than 5 employees are required to offer retirement benefits effective July 1, 2021. There is a grace period to implement this as the State works through the legislation and how it will be implemented. Bryana reports that she would like to do this as an agency rather than through the state program. We are currently looking at 401 K plans and what we can offer to employees.

**COVID Updates**- There has been an outbreak at the Salida Day Center. The consumer that tested positive was at the Day Center on June 17<sup>th</sup>. The Center will be closed until July 5<sup>th</sup> to individuals who cannot provide proof of vaccination. All others can resume attendance with proof of vaccination and no signs or symptoms. Others will need to use COVID leave.

**LEC Building**-No additional offers on the property at this time. Bryana keeps in contact with realtor, Mike Butts, and the building will remain on the market. Various organizations have rented out the space for activities.

#### ○ **Starpoint Program Updates**

- ✓ **Admin Updates** – Insurance renewals have been submitted and are still being sent out to various companies for competitive pricing. We anticipate an increase in premiums due to rising overall costs, additional coverage needs (new vehicles and new office spaces), and discrepancies in the previous year's coverage. We will know more next week on actual coverage amounts.

We will need updated information from each Board member for our Medicaid Revalidation. This information was collected for some board members 5 years ago, but has not been updated since. When we revalidate our Medicaid provider numbers we will make sure all information in the Colorado Provider Portal is accurate and up to date. The needed information is requested by the end of the month so that we can submit for revalidation. You can submit the included form or I can meet with you individually to get the needed

information and signatures. This does include the need for your Social security number – I've included the Medicaid regulations showing why this is needed. The State of Colorado does a Sam's check on Board members to ensure that no Board members have been convicted of Medicaid fraud or are otherwise ineligible to participate in the oversight of federal grant funded programs.

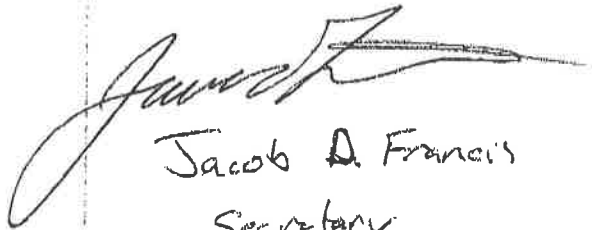
- ✓ **Case Management (SEP and CCB)** – The Alamosa contract officially starts on July 1<sup>st</sup>. Some of the new Alamosa staff started this week for training and other staff start next week. We are waiting on furniture from the outgoing contract (Alamosa Public Health) and hope to have the office space ready soon. We are still hiring for two positions in Alamosa. Brooke has had turnover in the CM department for various reasons (three CMs have moved and two took work from home positions with other companies). She will have new staff hired in the next couple of weeks to keep the programs running. She is still seeking a qualified candidate for the Chaffee County CM position. The Case Management Department will receive a “workload impact” payment from HCPF. This is a onetime payment to the contracts as payment for the additional workload that was created with the COVID-19 changes (implementing 50+ policy memos over the last year, transitioning to virtual CM, obtaining and tracking DocuSign signatures, setting up zoom meetings etc.) We are working with Colette to determine how to distribute this to the CMs that completed the additional work.
- ✓ **Fremont County Adult Services** – The Host Home outreach is paying off! We have established two new host homes and have three additional individuals to follow-up with that may also be interested in becoming host home or respite providers. We will continue to promote this service delivery model. The Adult service programs have several openings at this time and significant amounts of overtime due to the hiring shortages. We have shifted staff from day program services to work in the residential program as the needs there are higher and will shift them back to providing day services when we are able to hire additional staff. Adult service programs have been tasked with fully implementing Therap (a documentation system) by September 1<sup>st</sup>. We have used this program for several years, but it has several modules that could be used and would streamline work processes.
- ✓ **Chaffee County Adult Services**– Salida services are in a critical staffing shortage as well. The increased starting wage, shift differential, hiring bonuses and referral bonuses have had minimal impact so far. We have hired a few new staff and will continue to recruit more. April (HR) and Jami (HR) will establish set times to be in Salida to be available for interviews and onboarding as well as available for current employees HR questions or concerns. With Thomas leaving we have restructured duties and responsibilities in the Salida office. Christ Baxter will oversee Salida operations as a “working” Director and Savannah will oversee independent residential settings. They will split the duties of overseeing day program services until we are able to offer more services, then we will look at the distribution of duties/responsibilities again. The plan to downsize the group home to a PCA and eventually a Host Home setting is still moving forward. One individual will be moving to Canon City in the next week and another is looking at a potential host home placement. This will help with the critical staffing patterns as the group home is difficult to staff 24 hours per day with the limited staff availability.

- ✓ **Children and Family Services** – We have been approved from several grants for the upcoming year – a full report will follow in July of each source as we get the signed contracts in place. Brenda and her EHS team had a FA2 review this week for the Early Head Start program – huge Thank you to the board members who also participated in this review! The full results of the review will be shared with the Board when available but overall it was another positive review – even with the COVID-19 changes and uncertainties that they faced in the last year. We are currently recruiting for Preschool kiddos and have been notified that we will have 71 preschool spots funded by the Canon City School District, this is a slight increase from the previous year.
  
- ✓ **Starpoint Foundation** – The Foundation held a staff appreciation picnic in Salida on Tuesday (June 22<sup>nd</sup>). Thank you to everyone who donated items and their time – it is **very** much appreciated and great to spend some quality time with each of you! The second Drive In movie event will be July 16<sup>th</sup> and will feature the movie “Hook”. We will enhance the event by having a kid’s area with lawn games, Kona ice, Lemonade truck, and other food trucks. Other future events include a Consumer Car wash event on July 22<sup>nd</sup> from 10am to 2pm at Red Ball Sales (also featuring a food truck and Kona ice) and a Staff Appreciate picnic for Canon City programs on August 5<sup>th</sup> for all staff and consumers. Future events to keep on your calendar: Dancing Event August 21<sup>st</sup> at the Rialto in Florence, Forks ~ Corks ~ Farms ~ Chefs – is a farm to table event planned for September at the Abbey, Rim 2 Rim Royal Gorge Run still scheduled for October and Mary is setting up Special Olympics Softball for the summer months. We hope to work with the rec district and Canon City Police Department for a unified sporting event soon.

The meeting moved into the executive session.

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Jacob A. Francis  
Secretary