

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
JULY 21, 2021**

| | |
|-----------------|---|
| 8:00 AM | WORK SESSION |
| 9:55 AM | COMMISSIONER MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE |
| | • REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS |
| 10:00 AM | BRIAN BOGEL / HOSPITAL CEO |
| 10:30 AM | DHS DIRECTOR TIFFANY RAMOS - MONTHLY FINANCIALS |
| 11:00 PM | JEFF CURE – COUNTY ATTORNEY |
| 12:00 PM | LUNCH |
| 1:00 PM | DELLA CALHOON OEM – QTR REPORT |

AGENDA:

- Minutes – July 14, 2021
- Accounts Payable

NEW ITEMS:

- 2020 Financial Audit
- EMPG Award Letter
- Resolution 21-045 General Fund to Public Health
- Resolution 21-046 General Fund to Ambulance

PURCHASE ORDERS:

MONTHLY REPORTS:

- June Admin Financials
- *June HUTF Report*

OLD ITEMS:

- MOU with the hospital

PERSONNEL ITEMS:

- Orange Sheets
 - Sean Mireles
 - Nathaniel Ekberg
 - Cody Reese
 - Adrienne Perkins

FYI:

TABLED:

ADDITIONAL ITEMS:

-

BOARD OF PUBLIC HEALTH

BOARD OF HUMAN SERVICES:

The Board of County Commissioners meeting was called to order at 10:35 AM. The Pledge of Allegiance was recited. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Tiffany Ramos, Melissa Ross, Paula Weeks, Lynsay Cormack, and Susan Corliss.

BOARD OF HUMAN SERVICES

Stan Hitchcock moved to go into the Board of Human Services meeting at 10:35 AM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Tiffany Ramos, Melissa Ross, Paula Weeks, Lynsay Cormack, and Susan Corliss.

DHS MONTHLY FINANCIALS

Melissa Ross presented the May 2021 County Allocation Review and Tiffany Ramos presented CSAT Report for the Department of Human Services. It looks as though three departments may be over-spent at the end of the fiscal year. There will be an adjustment period when the State transfers unused funds to counties that have overspent, so the end of the fiscal year won't be available for a while.

COUNTY ALLOCATIONS/MOE REPORT



CFMS SET OF BOOKS
Period: MAY-21 Currency: USD

CTY=063 (Kit Carson)

| | ALLOCATION FY BUDGET BALANCES | FY ACTUAL EXPENDITURES | FY FUNDS AVAILABLE | ALLOCATION VS FY EXPEND. VARIANCE |
|---------------------------------------|-------------------------------------|---------------------------|-----------------------|--|
| TOTAL COLORADO WORKS ADMIN: | 200,025.00 | 108,472.40 | 91,552.60 | 54.2% |
| NET COLORADO WORKS MOE: | 35,200.00 | 29,995.35 | 5,204.65 | 85.2% |
| TOTAL COLORADO WORKS: | 235,225.00 | 138,467.75 | 96,757.25 | 58.9% |
| CHILD CARE ALLOCATION: | | | | |
| CHILD CARE DIRECT/MOE | 12,212.00 | 3,856.45 | | 31.6% |
| CHILD CARE ADMIN | 119,224.00 | 18,882.09 | | n/m |
| TOTAL CHILD CARE: | | 22,738.54 | 96,485.46 | 19.1% |
| CHILD WELFARE ALLOCATION: | | | | |
| CHILD WELFARE OOH | 0.00 | 0.00 | 0.00 | n/m |
| CHILD WELFARE 80/20 ADM | 517,068.43 | 515,742.64 | 1,325.79 | 99.7% |
| CHILD WELFARE CASE SERV | 0.00 | 0.00 | 0.00 | n/m |
| CHILD WELFARE REL CHILD CARE | 0.00 | 0.00 | 0.00 | n/m |
| CHILD WELFARE SUBADOPT | 0.00 | 0.00 | 0.00 | n/m |
| TOTAL CHILD WELFARE 80/20 ALLOCATION | 517,068.43 | 515,742.64 | 1,325.79 | 99.7% |
| CHILD WELFARE 100% ADMINISTRATION | 48,364.26 | 68,225.47 | (19,861.21) | 141.1% |
| TOTAL 80/20 & 100% ADMIN | 565,432.69 | 583,968.11 | (18,535.42) | 103.3% |
| CHILD WELFARE TRCCF ALLOCATION | 0.00 | 0.00 | 0.00 | 0.0% |
| CHILD WELFARE CHRP ALLOCATION | 0.00 | 0.00 | 0.00 | 0.0% |
| CHILD WELFARE PRFT - FFS | 23,293.92 | 0.00 | 23,293.92 | 0.0% |
| CHILD WELFARE - RTC PRIOR YR | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL CHILD WELFARE: | 588,726.61 | 583,968.11 | 4,758.50 | 99.2% |
| TOTAL COUNTY ADMIN: | 124,286.73 | 123,353.05 | 933.68 | 99.2% |
| TOTAL HCPF REGULAR ADMIN: | 31,487.67 | 28,045.95 | 3,441.72 | 89.1% |
| TOTAL HCPF ENHANCED ADMIN: | 57,968.26 | 89,661.42 | (31,693.16) | 154.7% |
| TOTAL ADULT PROTECTION: | 41,553.00 | 25,923.52 | 15,629.48 | 62.4% |
| TOTAL ADULT PROTECTION CLIENT ASSIST: | 2,000.00 | 900.44 | 1,099.56 | 45.0% |
| TOTAL EMPLOYMENT FIRST: | 0.00 | 0.00 | 0.00 | #DIV/0! |
| TOTAL LEAP OUTREACH: | 994.00 | 667.30 | 326.70 | 67.1% |
| TOTAL LEAP OUTREACH INCENTIVE PILOT: | 26,000.00 | 1,297.22 | 24,702.78 | 5.0% |
| CORE SERVICES ALLOCATION: | | | | |
| CORE SERVICES MENTAL HEALTH 100% | 0.00 | 12,193.20 | 12,193.20 | n/m |
| CORE SERVICES ADAD 100% | 0.00 | 2,970.00 | 2,970.00 | n/m |
| CORE SERVICES SEA | 1,672.85 | 895.00 | 777.85 | 53.5% |
| CORE SERVICES OTHER 100% | 71,067.95 | 42,631.14 | 28,436.81 | 60.0% |
| CORE SERVICES 80/20 | 58,223.07 | 42,170.95 | 16,052.12 | 72.4% |
| TOTAL CORE SERVICES: | 130,963.87 | 100,860.29 | 30,103.58 | 77.0% |

EBT PAYMENTS FOR SELF SUFFICIENT PROGRAMS WITHIN THE DEPARTMENT
2021 EXPENDITURES

| | COLO WORKS/TANF | CHILD CARE | CHILD WELFARE CASE SERVICES | CHILD WELFARE OUT OF HOME | CHILD WELFARE RELATED CHILD CARE | CHILD WELFARE SUBADOPT | CHILD WELFARE RELATIVE GUARDIAN | CORE MENTAL HEALTH | CORE SUBSTANCE ABUSE TREATMENT | CORE OTHER PREVENTION SERVICES |
|--------------|---------------------|--------------------|--------------------------------------|------------------------------|--|------------------------------|--|-----------------------|---|--------------------------------------|
| JANUARY | \$ 9,093.33 | \$ 659.60 | \$ - | \$ 10,039.44 | \$ - | \$ 1,018.66 | \$ 3,503.62 | \$ 672.50 | \$ 90.00 | \$ 2,435.45 |
| FEBRUARY | \$ 5,982.92 | \$ 681.20 | \$ - | \$ 12,416.60 | \$ - | \$ 1,018.66 | \$ 3,503.62 | \$ 190.00 | \$ 270.00 | \$ 3,798.90 |
| MARCH | \$ 6,334.00 | \$ 655.00 | \$ - | \$ 9,292.24 | \$ - | \$ 920.08 | \$ 3,164.56 | \$ 570.00 | \$ 360.00 | \$ 3,804.85 |
| APRIL | \$ 7,058.00 | \$ 642.10 | \$ - | \$ 5,947.01 | \$ 588.00 | \$ 722.61 | \$ 3,503.62 | \$ 815.00 | \$ 30.00 | \$ 1,683.25 |
| MAY | \$ 7,905.83 | \$ 286.00 | \$ - | \$ 5,406.30 | \$ 560.00 | \$ 985.80 | \$ 3,390.60 | \$ 1,208.75 | \$ 90.00 | \$ 2,402.75 |
| JUNE | | | | | | | | | | |
| JULY | | | | | | | | | | |
| AUGUST | | | | | | | | | | |
| SEPTEMBER | | | | | | | | | | |
| OCTOBER | | | | | | | | | | |
| NOVEMBER | | | | | | | | | | |
| DECEMBER | | | | | | | | | | |
| TOTAL | \$ 36,374.08 | \$ 2,923.90 | \$ - | \$ 43,101.59 | \$ 1,148.00 | \$ 4,665.81 | \$ 17,066.02 | \$ 3,456.25 | \$ 840.00 | \$ 14,125.20 |

| | LEAP | STATE AND | STATE AND BURIAL | AND SSI HOME CARE | SSI HOME CARE | OAP BURIAL | OAP A | OAP B | FOOD STAMPS | STATE DIVERSION | TOTAL |
|--------------|---------------------|--------------------|---------------------|----------------------|------------------|--------------------|---------------------|--------------------|----------------------|--------------------|------------------------|
| JANUARY | \$ 8,697.27 | \$ 1,612.89 | \$ - | \$ - | \$ - | \$ - | \$ 2,722.00 | \$ 870.00 | \$ 161,443.47 | \$ - | \$ 202,858.23 |
| FEBRUARY | \$ 22,927.88 | \$ 1,120.66 | \$ 943.76 | \$ - | \$ - | \$ - | \$ 2,760.00 | \$ 76.00 | \$ 165,360.02 | \$ - | \$ 221,060.22 |
| MARCH | \$ 5,057.16 | \$ 698.66 | \$ - | \$ - | \$ - | \$ - | \$ 2,637.40 | \$ 76.00 | \$ 170,046.98 | \$ - | \$ 203,616.93 |
| APRIL | \$ 2,071.09 | \$ 698.45 | \$ - | \$ - | \$ - | \$ - | \$ 2,704.30 | \$ 114.00 | \$ 173,250.04 | \$ - | \$ 199,827.47 |
| MAY | \$ 1,891.28 | \$ 479.94 | | | | \$ 1,430.00 | \$ 2,721.70 | \$ 114.00 | \$ 198,958.76 | \$ - | \$ 227,831.71 |
| JUNE | | | | | | | | | | | \$ - |
| JULY | | | | | | | | | | | \$ - |
| AUGUST | | | | | | | | | | | \$ - |
| SEPTEMBER | | | | | | | | | | | \$ - |
| OCTOBER | | | | | | | | | | | \$ - |
| NOVEMBER | | | | | | | | | | | \$ - |
| DECEMBER | | | | | | | | | | | \$ - |
| TOTAL | \$ 40,644.68 | \$ 4,610.60 | \$ 943.76 | \$ - | \$ - | \$ 1,430.00 | \$ 13,545.40 | \$ 1,250.00 | \$ 869,059.27 | \$ - | \$ 1,055,184.66 |

*EBT/EFT PAYMENTS AUTHORIZED TO CLIENTS OR PROVIDERS

DIRECTOR'S UPDATE

Tiffany Ramos presented the CBMS report for the last month. Discussion was held on the situation of Cheyenne County DHS.

Stan Hitchcock moved to adjourn the Board of Human Services meeting at 11:02 AM, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

COUNTY ATTORNEY

Jeff Cure updated the Board of County Commissioners on marijuana laws and his visits with Eric Bergman of CCI (Colorado Counties Inc.). The solar regs are not ready yet.

The Board of County Commissioners recessed for lunch at 12:00 PM.

The Board of County Commissioners reconvened at 1:00 PM. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Della Calhoon, Paula Weeks, Lynsay Cormack, and Susan Corliss.

2ND QTR EXPENSE EMPG-LEMS

Della Calhoon presented the Quarterly Reimbursement Request and Financial Report EMPG/LEMS Expense. She shared that the Colorado Homeland Security Director, Kevin Klein, would like to schedule a meeting with the Board of County Commissioners on September 22nd. NOAA weather will be providing Della will regular updates. It was expressed that the past reports have been behind the storms and not helpful. She stated that they had done an update to their system, she is hoping that will provide advance warning again.

Cory Wall moved to approve OEM wages and expenditures of \$17,130.69 and Federal Share Eligible for Reimbursement of \$8,565.35 for the 2nd Quarter of 2021, seconded by Stan Hitchcock. The motion was carried by unanimous vote of Dave Hornung.

The Board of County Commissioners went into work session at 1:30 PM.

The Board of County Commissioners reconvened at 1:57 PM. Those present were Stan Hitchcock, Cory Wall, Dave Hornung, Paula Weeks, Lynsay Cormack, and Susan Corliss.

CONSENT AGENDA

The Board of County Commissioners reviewed the following items: Minutes, and Accounts Payable.

Stan Hitchcock moved to approve the July 14th minutes and \$81,112.43 for Accounts Payable, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

CORRESPONDENCE

The Board of County Commissioners received a thank you from the family of Paul Dusatko.

2020 FINANCIAL AUDIT

Cory Wall moved to sign the audit letter to complete the 2020 audit with Hamblin & Associates, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

EMPG AWARD LETTER OF ACCEPTANCE

Stan Hitchcock moved to sign the Small Dollar Grant Agreement (SDGA) for 2021 EMPG in the amount of \$32,000.00 (Federal Fund) issued by the Colorado Department of Public Safety, Division of Homeland Security and Emergency Management (CDPS/DHSEM) acknowledging the receipt, terms & conditions, and scope of work, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

21-045

RESOLUTION TRANSFERRING PUBLIC HEALTH FUND FROM COUNTY GENERAL

Cory Wall moved to adopt resolution 21-045 requesting the Treasurer transfer \$172,913.00 into the Kit Carson County Public Health Fund from the County General Fund, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

RESOLUTION NO. 21-045

STATE OF COLORADO)
) ss.
COUNTY OF KIT CARSON)

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Court House in Burlington on Wednesday the 21st day of July, 2021, there were present:

David L. Hornung.....Chairman
Stan HitchcockCommissioner
Cory WallCommissioner
Susan CorlissCounty Clerk
Paula Weeks.....County Administrator

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION TRANSFERRING \$172,913.00 OF FUNDING TO THE KIT CARSON COUNTY PUBLIC HEALTH FUND FROM THE COUNTY GENERAL FUND.

WHEREAS, the 2021 Kit Carson County Budget was adopted and appropriated on December 15, 2020, and;

WHEREAS, this budget included \$172,913.00 of funding to the Public Health Fund, and;

NOW THEREFORE be it resolved that the Board of County Commissioners of the County of Kit Carson hereby request the Treasurer to transfer \$172,913.00 into the Kit Carson County Public Health Fund from the County General Fund.

DONE THIS 21st day of July, 2021 at Burlington, Colorado.

Motion made by Cory Wall, seconded by Stan Hitchcock motion carried by unanimous vote of Dave Hornung

Board of County Commissioners

By: [Signature]
David L. Hornung, Chairman

By: [Signature]
Cory Wall, Commissioner

By: [Signature]
Stan Hitchcock, Commissioner



RESOLUTION NO. 21-045

ATTEST:


Susan Corliss, County Clerk

STATE OF COLORADO)
) ss.
COUNTY OF KIT CARSON)

I, Susan Corliss, Deputy County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid, do hereby certify that the annexed and foregoing Resolution is truly copied from the Records of the Proceedings of the Board of County Commissioners of said Kit Carson County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County at Burlington, this 21st day of July, 2021.


Susan Corliss, County Clerk



21-046

RESOLUTION TRANSFERRING AMBULANCE FUND FROM COUNTY GENERAL

Stan Hitchcock moved to adopt resolution 21-046 requesting the Treasurer transfer \$134,261.00 into the Kit Carson County Ambulance Fund from the County General Fund, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

RESOLUTION NO. 21-046

STATE OF COLORADO)
) ss.
COUNTY OF KIT CARSON)

At a regular meeting of the Board of County Commissioners for Kit Carson County, Colorado, held at the Court House in Burlington on Wednesday the 21st day of July, 2021, there were present:

David L. Hornung.....Chairman
Stan HitchcockCommissioner
Cory WallCommissioner
Susan CorlissCounty Clerk
Paula Weeks.....County Administrator

when the following proceedings, among others, were had and done, to-wit:

RESOLUTION TRANSFERRING \$134,261.00 OF FUNDING TO THE KIT CARSON COUNTY AMBULANCE FUND FROM THE COUNTY GENERAL FUND.

WHEREAS, the 2021 Kit Carson County Budget was adopted and appropriated on December 15, 2020, and;

WHEREAS, this budget included \$134,261.00 of funding to the Ambulance Fund, and;

NOW THEREFORE be it resolved that the Board of County Commissioners of the County of Kit Carson hereby request the Treasurer to transfer \$134,261.00 into the Kit Carson County Ambulance Fund from the County General Fund.

DONE THIS 21st day of July, 2021 at Burlington, Colorado.

Motion made by Stan Hitchcock seconded by Cory Wall, motion carried by unanimous vote of Dave Hornung.

Board of County Commissioners

By: [Signature]
David L. Hornung, Chairman

By: [Signature]
Cory Wall, Commissioner

By: [Signature]
Stan Hitchcock, Commissioner



ATTEST:


Susan Corliss, County Clerk

STATE OF COLORADO)
) ss.
COUNTY OF KIT CARSON)

I, Susan Corliss, Deputy County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid, do hereby certify that the annexed and foregoing Resolution is truly copied from the Records of the Proceedings of the Board of County Commissioners of said Kit Carson County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County at Burlington, this 21st day of July, 2021.


Susan Corliss, County Clerk



JUNE ADMIN FINANCIALS

Cory Wall moved to accept the Admin June Financials as presented, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

ORANGE SHEETS – MIRELES, EKBERG, REESE, PERKINS

Stan Hitchcock moved to approve the Raise Orange Sheet for Sean Mireles at \$17.31 per hour for Step .00 and Grade 36 with annual wage of \$36,000.00 as a Non-Exempt Full Time Employee with Benefits effective August 1, 2021, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Stan Hitchcock moved to approve the Raise Orange Sheet for Nathaniel Ekberg at \$16.59 per hour for Step .50 and Grade 34 with annual wage of \$34,500.00 as a Non-Exempt Full Time Employee with Benefits effective August 1, 2021, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

Cory Wall moved to approve the Ambulance Promotion Orange Sheet for Cody Reese at \$15.38 per hour for Step .00 and Grade 32 with annual wage of \$32,000.00 as a Non-Exempt Full Time Employee with Benefits effective August 1, 2021, seconded by Stan Hitchcock. The motion carried by unanimous vote by Dave Hornung.

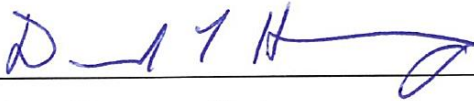
Stan Hitchcock moved to approve the Sheriff New Hire Orange Sheet for Adrienne Perkins at \$15.50 per hour for Step .50 and Grade 32 with annual wage of \$32,500.00 as a Non-Exempt Full Time Employee with Benefits effective August 2, 2021, with a trial period ending February 2, 2022, seconded by Cory Wall. The motion carried by unanimous vote by Dave Hornung.

JUNE HUTF REPORT

The Board of County Commissioners reviewed the June HUTF report and money from the State providing the county with a total of \$227,795.85 for the month of June, which is an increase of \$38,426.79 from June of 2020.

The Board of County Commissioners' meeting adjourned at 2:00 PM.

Submitted by: Susan Corliss, County Clerk and Recorder



Dave Hornung, Chairman

Attest:



Susan Corliss, County Clerk and Recorder

7/28/2021

Date

