

**KIT CARSON COUNTY COMMISSIONERS
MINUTES
JUNE 17, 2020**

8:00 AM WORK SESSION
 10:00 AM DHS FINANCIALS – TIFFANY AND MELISSA
 11:00 AM ~~JEFF CURE – COUNTY ATTORNEY – canceled~~
 12:00 PM LUNCH
 12:55 PM MEETING TO CONVENE WITH PLEDGE OF ALLEGIANCE
 • REVIEW CONSENT AGENDA ITEMS: PAYABLES, MINUTES, SIDE ITEMS
 1:00 PM HEATHER STINNETT – CATTLE WOMEN’S PINK CHAPS
 1:30 PM KORENA – TXT PAGING SOFTWARE
 2:00 PM CARES ACT PRESENTATION – CITY CLERKS
 MEETING TO ADJOURN WHEN BUSINESS COMPLETED

AGENDA:

- Minutes – June 10, 2020
- Accounts Payable

NEW ITEMS:

PURCHASE ORDERS:

- | | | | | |
|---------------|-----------------|---------------------|------------|----------------|
| • PO#20-00031 | Belson Outdoors | Grounds & Buildings | \$6,577.39 | Picnic Tables |
| • PO#20-00032 | Office Works | CSU | \$ 650.00 | Chairs |
| • PO#20-00034 | Northern Tool | Landfill | \$1,812.70 | Diaphragm Pump |

MONTHLY REPORTS:

- CAPP/CWCP

OLD ITEMS:

PERSONNEL ITEMS:

FYI:

- Sheri Rider will be in about 11:45 for a few minutes

TABLED:

- Admin – April and May Report

ADDITIONAL ITEMS

BOARD OF PUBLIC HEALTH AGENDA:

- Family Planning Contract – Digital Signature
- CTC Contract – Digital Signature
- OPPI Contract – Digital Signature
- EPR – CARES ACT – Digital Signature
- Century Lanes Opening Protocol
- Burlington High School Opening Protocol
- Fairfield Inn Poll Opening Protocol
- Prairie Pines Golf Club Protocol
- Stratton Health Access Fitness Center Opening Protocol
- Stratton School District Opening Protocol
- Stratton/Liberty JH & HS Summer Athletics Opening Protocol

PURCHASE ORDERS:

- | | | | | |
|--------------------------|-------------------------|--------------------------|-----------------------|---------------------|
| • PO#20-00033 | DiaMedical | Public Health | \$8,565.50 | PPE-VOID |
| • PO#20-00035 | Gentox Medical Services | Public Health | \$8,396.30 | PPE |

BOARD OF DEPARTMENT OF HUMAN SERVICES AGENDA:

- Maria Moellenberg agreement
- Martinich Enterprises agreement
- Theresa Campbell agreement
- Holden Home Study Agreement
- First Step Recovery agreement
- Simply Focus Forward agreement

The Board of County Commissioners meeting convened at 9:33 AM. The Pledge of Allegiance was recited. Those present were Cory Wall, Dave Hornung, Gary Koop, Paula Weeks, Dawn James, Stan Hitchcock, Diane Homm, and Susan Corliss.

BOARD OF PUBLIC HEALTH

Dave Hornung moved to go into the Board of Public Health meeting at 9:34 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

OPENING PROTOCOLS:

PRAIRIE PINES GOLF CLUB

Dave Hornung moved to approve the opening plan protocol for Prairie Pines Golf Club, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CENTURY LANES

Dave Hornung moved to approve the opening plan protocol for Century Lanes, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

BURLINGTON HIGH SCHOOL

Gary Koop moved to approve the opening plan protocol for Burlington High School activities, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

FAIRFIELD INN POOL

Dave Hornung moved to approve the opening plan protocol for Fairfield Inn Swimming Pool, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

STRATTON LIBRARY

Dave Hornung moved to approve the opening plan protocol for the Stratton Library, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

STRATTON SCHOOL DISTRICT & STRATTON/LIBERTY JH & HS SUMMER ATHLETICS

Dave Hornung moved to approve the opening plan protocol for Stratton School District activities and Stratton/Liberty Junior High & High School Athletics, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

STRATTON HEALTH ACCESS FITNESS CENTER

Gary Koop moved to approve the opening plan protocol for Stratton Health Fitness Center, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

FAMILY PLANNING CONTRACT – DIGITAL SIGNATURE

Dawn James presented the Family Planning Contract Routing #2021*0277 for the purpose of which is to reduce unintended pregnancies by insuring access to quality reproductive health services to all Coloradoans. Modifications are to change Exhibit A and the Exhibit B Statement of Work to align the current contract with the current federal and state requirements.

Gary Koop moved to approve Department 048 Contract Waiver #154 for Family Planning Contract that begins on July 1, 2020 and expires June 30, 2021, that has federal funding in the amount of \$12,854.00 and state funding in the amount of \$15,236.00 for a current contract maximum amount totaling \$28,090.00, seconded by Cory Wall. The motion carried. Dave Hornung voted against.

CTC CONTRACT – DIGITAL SIGNATURE

The Board of Commissioners reviewed Contract # 17FHLA 96895 for the Communities That Care model to identify evidence-based or evidence-informed youth substance abuse prevention strategies in communities across Colorado. The contract price of \$126,253.00 of State Funds that will be effective July 1, 2020 through June 30, 2021. The current contract maximum cumulative amount of \$521,935.00 since the beginning of the contract on February 14, 2017.

Dave Hornung moved to sign the Communities That Care (CTC) Department 059 Statement of Work for Amendment 2018*3264 Amendment #3, seconded by Gary Koop. The motion was carried by unanimous vote of Cory Wall.

OFFICE OF PLANNING, PARTNERSHIPS & IMPROVEMENT (OPPI)

The Office of Planning, Partnerships and Improvement and the local public health agency are accountable in assuring state moneys are being used effectively to provide Core Public Health Services for Local Core Public Health Services, Maternal and Child Health Services, and Child Fatality Prevention System. This is the Core Contract. The current contract maximum cumulative amount of \$199,305.39 since the beginning of the contract on July 1, 2017.

Gary Koop moved to approve the Office of Planning, Partnerships, and Improvement (OPPI) Department 025 Contract Amendment 2018*3264 Amendment #3 in accordance with Master Contract 18 FAAA 97470 for the effective period of July 1, 2020 to June 30, 2021 in the additional amount of Federal Funding of \$8,019.00 and State Funding of \$40,635.00 for a total of \$48,654.00, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

EPR CONTRACT – Contract #CT 2020*252– DIGITAL SIGNATURE

Dawn James presented the EPR Contract for Department 030, this project serves to support public health agencies to upgrade their ability to respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear and radiological events. . The current contract maximum cumulative amount of \$37,807.00 since the beginning of the contract on July 1, 2019.

Dave Hornung moved to sign ERP Contract #CT 2020*252 for a contract price of \$18,447.00 in Federal Funds effective July 1, 2020 through and including June 30, 2021, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn the Board of Public Health meeting at 10:02 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

BOARD OF HUMAN SERVICES:

Dave Hornung moved to go into the Board of Human Services meeting at 10:02 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall. Those present were Cory Wall, Dave Hornung, Gary Koop, Tiffany Ramos, Melissa Ross, Paula Weeks, Stan Hitchcock, Diane Himm, and Susan Corliss.

APRIL FINANCIALS

Melissa Ross presented the April 2020 County Allocation Review and Tiffany Ramos presented CSAT Report for the Department of Human Services.

COUNTY ALLOCATIONS/MOE REPORT



CFMS SET OF BOOKS
Period: APR-20 Currency: USD

CTV=063 (Kit Carson)

	ALLOCATION FY BUDGET BALANCES	FY ACTUAL EXPENDITURES	FY FUNDS AVAILABLE	ALLOCATION VS FY EXPEND. VARIANCE
TOTAL COLORADO WORKS:	222,976.19	149,779.32	73,196.87	67.2%
NET COLORADO WORKS MOE:	21,105.30	21,105.30	0.00	100.0%
CHILD CARE ALLOCATION:				
CHILD CARE DIRECT	132,133.84	10,682.80	121,451.04	8.1%
CHILD CARE ADMIN	0.00	0.00	0.00	n/m
TOTAL CHILD CARE:	132,133.84	10,682.80	121,451.04	8.1%
NET CHILD CARE MOE:	10,295.80	10,295.80	0.00	100.0%
CHILD WELFARE ALLOCATION:				
CHILD WELFARE OOH	0.00	0.00	0.00	n/m
CHILD WELFARE 80/20 ADM	506,570.74	347,396.35	159,174.39	68.6%
CHILD WELFARE CASE SERV	0.00	0.00	0.00	n/m
CHILD WELFARE REL D/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	506,570.74	347,396.35	159,174.39	68.6%
CHILD WELFARE 100% ADMINISTRATION	48,840.17	34,414.52	14,425.65	70.5%
TOTAL 80/20 & 100% ADMIN	555,410.91	381,810.87	173,600.04	68.7%
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 PRTF - FFS	23,529.58	0.00	23,529.58	0.0%
CHILD WELFARE - RTC PRIOR YR	0.00	0.00	0.00	0.0%
TOTAL CHILD WELFARE:	578,940.49	381,810.87	197,129.62	65.9%
TOTAL COUNTY ADMIN:	128,711.89	105,368.34	23,343.55	81.9%
TOTAL HCFP REGULAR ADMIN:	34,851.61	23,647.31	11,204.30	67.9%
TOTAL HCFP ENHANCED ADMIN:	58,521.99	62,034.30	(3,512.31)	106.0%
TOTAL ADULT PROTECTION:	52,728.46	19,590.16	33,138.30	37.2%
TOTAL ADULT PROTECTION CLIENT ASSIST:	2,364.00	0.00	2,364.00	0.0%
TOTAL EMPLOYEMENT FIRST:	25,682.09	3,783.87	21,898.22	14.7%
TOTAL LEAP OUTREACH:	1,286.00	518.68	767.32	40.3%
TOTAL LEAP OUTREACH INCENTIVE PILOT:	26,000.00	6,503.55	19,496.45	25.0%
CORE SERVICES ALLOCATION:				
CORE SERVICES MENTAL HEALTH 100%	0.00	3,794.24	(3,794.24)	n/m
CORE SERVICES ADAD 100%	0.00	4,507.00	(4,507.00)	n/m
CORE SERVICES SEA	1,707.32	350.00	1,357.32	20.5%
CORE SERVICES OTHER 100%	72,532.60	39,120.25	33,412.35	53.9%
CORE SERVICES 80/20	59,026.54	7,933.37	51,093.17	13.4%
TOTAL CORE SERVICES:	133,266.46	55,704.86	77,561.60	41.8%

**EBT PAYMENTS FOR SELF SUFFICIENT PROGRAMS WITHIN THE DEPARTMENT
2020 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	\$ 10,875.67	\$ 70.00	\$ -	\$ 3,716.88	\$ -	\$ 894.66	\$ 3,503.62	\$ 200.00	\$ 270.00	\$ 3,452.25
FEBRUARY	\$ 12,152.80	\$ 90.00	\$ -	\$ 2,254.32	\$ -	\$ 894.66	\$ 3,503.62	\$ 380.00	\$ 510.00	\$ 1,887.75
MARCH	\$ 13,791.25	\$ 75.50	\$ -	\$ 2,254.32	\$ -	\$ 836.94	\$ 3,277.58	\$ 380.00	\$ 420.00	\$ 1,959.00
APRIL	\$ 13,255.00	\$ 10.00	\$ -	\$ 4,508.64	\$ -	\$ 894.66	\$ 3,503.62	\$ 120.00	\$ 270.00	\$ 2,667.75
MAY										
JUNE										
JULY										
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
TOTAL	\$ 49,874.72	\$ 245.50	\$ -	\$ 12,734.16	\$ -	\$ 3,520.92	\$ 13,788.44	\$ 1,040.00	\$ 1,470.00	\$ 9,746.75

	LEAP	STATE AND	AND SSI HOME CARE	SSI HOME CARE	OAP BURIAL	OAP A	OAP B	FOOD STAMPS	STATE DIVERSION	TOTAL
JANUARY	\$ 8,452.51	\$ 2,896.00	\$ -	\$ -	\$ -	\$ 2,678.00	\$ 1,870.00	\$ 73,700.73	\$ -	\$ 112,180.32
FEBRUARY	\$ 26,556.22	\$ 2,805.00	\$ -	\$ -	\$ -	\$ 2,663.00	\$ 1,790.00	\$ 75,147.89	\$ -	\$ 130,195.26
MARCH	\$ 3,160.16	\$ 2,388.00	\$ -	\$ -	\$ -	\$ 2,254.00	\$ 1,790.00	\$ 76,137.85	\$ -	\$ 108,704.60
APRIL	\$ 1,829.49	\$ 4,158.97	\$ -	\$ -	\$ 1,488.46	\$ 2,211.00	\$ 1,642.00	\$ 193,008.00	\$ -	\$ 229,567.59
MAY										\$ -
JUNE										\$ -
JULY										\$ -
AUGUST										\$ -
SEPTEMBER										\$ -
OCTOBER										\$ -
NOVEMBER										\$ -
DECEMBER										\$ -
TOTAL	\$ 39,998.38	\$ 11,847.97	\$ -	\$ -	\$ 1,488.46	\$ 9,806.00	\$ 7,092.00	\$ 417,994.47	\$ -	\$ 580,647.77

DIRECTOR UPDATE

Tiffany Ramos reviewed the timely reports with the Board of County Commissioners. The Child Welfare call volume is up a little but the intensity level is escalating. There have been 10 removals that have been located in the county mainly with family. An update on the interviews for Eligibility, Case Aid, and Child Welfare Supervisor positions. Orange sheets and a contract will be presented next week that were brought in.

MARIA MOELLENBERG AGREEMENT

The Board of Human Services reviewed an Agreement for Independent Contractor, Maria Moellenberg, to provide Marriage Therapy and Family Therapy services for clients receiving a referral from Kit Carson County Department of Human Services. After the initial intake, services may be needed for continued client progress. The contractor agrees to safe guard information and confidentiality of the child and the child's family in accordance with the rules of the Colorado Department of Humans Services and the Kit Carson County Department of Human Services.

Dave Hornung moved to sign the agreement with Maria Moellenberg at the negotiated service rate of \$95.00 per session for Marriage Therapy and \$95.00 for Family Therapy with No-Call No-Show at \$47.50 per occurrence and Mileage of \$0.50 per mile roundtrip effective July 1, 2020 through June 30, 2021, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

MARTINICH ENTERPRISES AGREEMENT

The Board of County Commissioners reviewed the Human Services contract with Martinich Enterprises to provide therapeutic services at a rate of \$60 per hour for therapeutic visitation, \$25 per hour for phone time, \$25 per hour for documentation, and \$25 per hour for drive time, \$90 per hour for In-home services (non-dr), \$110 per hour for In-home services (dr), \$800 for PCI eval, \$1,000 for Autism and Learning eval, and \$1,500 for Neuropsychological eval as an independent contractor.

Gary Koop moved to sign the contract with Martinich Enterprises for services as an independent contractor for the Department of Human Services effective July 1, 2020 through June 30, 2021, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

THERESA CAMPBELL AGREEMENT

Tiffany Ramos presented an agreement with Theresa Campbell. The purpose of this agreement is for the contractor, Theresa Campbell, to provide technical support to Kit Carson County Human Services in various areas of State Human Service programs. She will be the security administrator for DHS programs that will include computer and software support for CBMS - Trails, CHATS and CFMS.

Dave Hornung moved to sign and approve the agreement between Theresa Campbell and Kit Carson County Department of Human Services at \$85.00 per hour but not of exceed \$5,000.00 for all services beginning on July 1, 2020 through and including June 30, 2021, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

HOLDEN HOME STUDY AGREEMENT

An agreement with Lila Holden for the purpose to provide home studies for Kit Carson County Human Services at the rate of \$1,200.00 for a Home Study full certification, Home Study recertification at \$800.00, and \$200.00 for travel for the completion of the study.

Dave Hornung moved to sign and approve the agreement between Lila Holden and Kit Carson County Department of Human Services beginning on July 1, 2020 through and including June 30, 2021, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

FIRST STEP RECOVERY AGREEMENT

The Board of County Commissioners reviewed the First Step Recovery contract that provides services for therapy and counseling sessions. Fees as contracted for substance abuse intake, DUI intake, domestic violence intake, sex offender intake, mental health session, substance abuse group, DUI group, domestic violence group, regular UA, ETG, and parenting after divorce.

Gary Koop moved to sign First Step Recovery contract effective July 1, 2020 through and June 30, 2021, seconded by Dave Hornung. The motion was carried by unanimous vote by Cory Wall.

SIMPLY FOCUS FORWARD AGREEMENT

The Board of County Commissioners reviewed the Simply Focus Forward contract that provides lifestyle coaching to at risk parents and children including life coach, parent coaching, relationship coaching, and financial coaching among others. Fees would be as follows: documentation and phone consultation at \$25.00/hour; coaching at \$45.00/hour; supervised parenting at \$32.00/hour; mileage roundtrip to Burlington - \$25.00; and No-show - \$25.00 per family.

Dave Hornung moved to sign Simply Focus Forward contract effective June 1, 2020 through and May 31, 2021, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

Dave Hornung moved to adjourn The Board of Human Services at 10:50 AM, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners continued in work session.

The Board of County Commissioners meeting reconvened at 11:25 AM.

CONSENT AGENDA

The following items were reviewed by the Board of County Commissioners: Minutes of June 10, 2020, and Accounts Payable.

Dave Hornung moved to approve the minutes of June 10, 2020, and to pay the Accounts Payables in the amount of \$46,688.59, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CONDOLENCE LETTER

The Board of County Commissioners signed a sympathy card to Russell Malone on the passing of his mother, Virginia Malone.

PURCHASE ORDERS

Purchase Order #20-00031

Gary Koop moved to approve the Purchase Order #20-00031 for Grounds & Buildings to Belson Outdoors, LLC Invoice #270905 for 8 picnic tables for the fairgrounds totaling \$6,577.39, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

Purchase Order #20-00032

Dave Hornung moved to approve the Purchase Order #20-00032 for Extension to Office Works & Home Furnishings Invoice #251814 for 2 office chairs totaling \$650.00, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

Purchase Order #20-00034

Dave Hornung moved to approve the Purchase Order #20-00034 for Landfill to Northern Tool for Diaphragm Pump totaling \$1,812.70, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

CAPP & CWCP REPORT FOR MAY

Gary Koop moved to approve May CAPP & CWCP Report as presented, seconded by Dave Hornung. The motion carried by unanimous vote by Cory Wall.

ADMIN – APRIL & MAY REPORT

The Board of County Commissioners tabled the April & May Admin Report.

2020 MAY HUTF REPORT

The May HUTF report and money from the State providing the county with a total of \$148,035.08 for the month of May, which is a decrease of \$58,534.60 from May of 2019.

KANDY DAVIS – CITIZEN REVIEW PANEL

The Board of County Commissioners received an acceptance letter from Kandy Davis.

Dave Hornung moved to appoint Kandy Davis to serve for an extended 1-year term on the Citizen Review Panel for Child Welfare that will expire on December 2021, seconded by Gary Koop. The motion was carried by unanimous vote by Cory Wall.

The Board of County Commissioners recessed for lunch at 11:55 AM.

The Board of County Commissioners continued in work session at 1:00 PM. Those present were Cory Wall, Dave Hornung, Gary Koop, Jolynne Hoyda, Stan Hitchcock, and Susan Corliss.

KCC CATTLEWOMEN – PINK CHAPS

Jolynne Hoyda shared that Frontier Ag has a donation process that could include matching funds from Land O Lakes. Land O Lakes has a process to donate the funds through a government agency for pass through to the KCC CattleWomen for the Pink Chaps Funds.

TXT PAGING SOFTWARE

Korena Laue explained the text paging that the ambulance crew is currently using. It does not work on all phone carriers, so she would like to switch to a more dependable company. This very useful for documentation for paperwork later.

CARES ACT PRESENTATION – CITY CLERKS

Paula Weeks presented a PowerPoint on the CARES funds that are available. Those attending were the Board of County Commissioners, Sherri Stephen – Bethune Town Clerk, Charlene Sayles – Seibert Town Clerk, Sherry Stone – Vona Town Clerk, James Keehne – City of Burlington Administrator, Melanie Johnson – Stratton Town Clerk, Doris King – Flagler Town Clerk, and Della Calhoun – Emergency Manager. The information will be taken back to their boards along with an IGA for consideration and action before July 7, 2020. The clerks and administrator will review the application and score card samples and provide any suggestions. The consensus was to have Kit Carson County be the processing agent for the funds with a committee consisting of the town clerks & administrator and Kit Carson County Administrator.

The funds that will be available will be to recover COVID 19 related expenses or losses for the county, towns, and small businesses. The application and instruction will be made available through the Kit Carson County website, social media, county newspapers, and promotion by the communities when approved.

COVID 19 EXPENSES

The Kit Carson County variance with CDPHE requires that the county have a three month supply of PPE. Vendors are starting to open up and the orders can be filled again. Della Calhoun has been looking for items that are needed and presented an updated request for PO20-00033 that is a better price and more of the types of products needed. The PO20-00033 was voided.

PURCHASE ORDER #20-00035

Dave Hornung moved to approve the Purchase Order #20-00035 for Public Health to Gentox Medical Services for PPE – gowns, procedure masks, KN95 Masks, and gloves totaling \$8,396.30, seconded by Gary Koop. The motion carried by unanimous vote by Cory Wall.

The Board of County Commissioners meeting adjourned at 3:45 PM.

Submitted by: Susan Corliss, County Clerk and Recorder



Cory Wall, Chairman

Attest:



Susan Corliss, County Clerk & Recorder

