

STARPOINT  
BOARD OF DIRECTORS MEETING  
February 23, 2017

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

Fremont County board members present: Annette Nimmo, Janet Trujillo, Kathy Pinover, Jacob Francis, Linda Bay. Chaffee County board members present via teleconference: Brenda Heckel, Terry Prewitt, Mike Dowdy.

Others present: Bob Arnold, Claudia Stevens, Jana Butler, Brenda Aguirre, Yvonne Bustos, Ron Hinkle; Bill Davis, via teleconference from Salida; Laura Gardner, legal counsel to the board.

#### MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting were approved on a motion by Brenda Heckel and a second by Janet Trujillo.

#### FINANCIALS

Jana Butler presented financials for November 2016, December 2016 and January 2017. Revenues for November were \$1,152,988.56, with expenses of \$1,288,263.28 for a loss of \$135,274.72. December revenues were \$1,148,342.75, with expenses of \$1,237,288.19 for a loss of \$88,945.44. January revenues were \$1,161,400.89, with expenses of \$1,036,129.68, for a profit of \$125,271.21. Year-to-date revenues were \$8,126,213.77 with expenses of \$8,035,835.97, for a profit of \$90,377.80.

Jana Butler presented Early Head Start financials, noting that expenses are in line with the budget.

Starpoint financials were approved to be placed on file and EHS financials were approved on a motion by Janet Trujillo and a second by Jacob Francis.

#### EHS POLICY COUNCIL AND BOARD REPORTS

Brenda Aguirre presented reports for October 2016 through January 2017. In October, enrollment was at 75, with two socialization events held during the month. Enrollment was at 75 in November, with two socialization events held during the month. New Head Start Performance Standards with an effective date of 11/1/16 were released. One socialization event was held in December and enrollment was at 75. Two socialization events were held in January and enrollment was at 75.

#### ERSEA FINAL RULE

Brenda Aguirre presented the "Violating Eligibility Determination Regulations" policy to the board members. The policy had previously been presented the Policy Council and approved. Board members signed off on the policy, noting they had been trained.

#### EHS SELF-ASSESSMENT

Brenda Aguirre presented the Targeted Self-Assessment Timeline Areas to be covered include Leadership and Governance, Management Systems, Fiscal Integrity, ERSEA, Child Health and Safety,

Family and Community Engagement and Child Development and Education. The self-assessment report will be presented to the board in April.

#### ARTICLES OF INCORPORATION

Claudia Stevens presented amended Articles of Incorporation, which reflect the company's name as Developmental Opportunities, dba Starpoint. Articles were approved on a motion by Jacob Francis and a second by Kathy Pinover.

#### DENVER PROGRAM TRANSFER

Bob Arnold reported that Preferred Family Health has requested that the deadline for the proposed transfer be extended to July.

#### STATE/LEGISLATIVE UPDATES

Bob Arnold reported that the Alliance IDD Day was very successful. April Lundahl was Starpoint's nominee for Direct Service Professional. Bob also updated the board on Conflict-Free Case Management, revalidation, the Settings Rule and Medicaid block grants.

#### REPORTS

Brenda Aguirre noted that the on-going self-assessment will cover not only EHS, but all of children's services.

Jana Butler reported that the MITC time and attendance system is up and running in Fremont County and will be implemented soon in Salida.

Ron Hinkle said the Foundation has been busy – Gathering in Gratitude grossed some \$6,000; Night to Shine featured 134 guest and 230 volunteers.

Laura Gardner reported that Secretary of State annual filings have been completed.

Yvonne Bustos noted that bowling leagues are underway; a new consumer has joined Starpoint at North Star; consumer Robert A. passed away in December.

Bill Davis reported that Salida staff and consumers thoroughly enjoyed the Night to Shine.

Next meeting: Thursday, March 23, 2017.

Meeting adjourned at 7:30 p.m.

  
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Jacob Francis, Secretary

Expected percentage used: 50.00%

**MONTHLY REPORT**

**YEAR TO DATE**

REVENUE	MONTHLY REPORT			YEAR TO DATE				
	January 31, 2017	February 28, 2017	Monthly Budget	Difference Over/(Under) Budget	Balance per Billing Year to Date	Annual Budget	Remaining Budget	Percentage of Budget Used
ACF	52,104.56	57,869.42	65,866.67	(13,762.11)	362,894.16	790,400.00	427,505.84	45.91%
Other income	13.56	20.34	25.00	(11.44)	206.79	300.00	93.21	88.93%
USDA - State of Colorado Revenue	23,412.05		15,466.57	6,945.38	116,261.90	197,600.00	81,338.10	58.84%
In-kind donations								
<b>Total Revenue</b>	<b>75,530.17</b>	<b>57,889.76</b>	<b>82,358.33</b>	<b>(6,828.16)</b>	<b>479,362.85</b>	<b>988,300.00</b>	<b>508,937.15</b>	<b>48.50%</b>
<b>EXPENSES</b>								
Personnel								
Program Design & Management Staff	2,133.36	2,370.40	2,552.58	(419.22)	13,487.56	30,631.00	17,143.44	44.03%
Fiscal Department	750.41	790.35	1,473.42	(723.01)	4,637.72	17,681.00	13,053.28	26.17%
Child Health & Devel Services	25,489.88	26,408.89	31,170.42	(5,680.54)	154,371.58	374,045.00	219,673.42	41.27%
Family & Community Partnerships	3,581.20	3,280.80	3,513.58	67.62	21,732.58	42,163.00	20,430.42	51.54%
<b>Total Personnel</b>	<b>31,954.85</b>	<b>32,850.44</b>	<b>38,710.00</b>	<b>(6,755.15)</b>	<b>194,219.44</b>	<b>464,520.00</b>	<b>270,300.56</b>	<b>41.81%</b>
Fringe Benefits								
Employer FICA Expense	2,169.84	2,375.67	2,564.25	(394.31)	14,514.36	30,771.00	16,256.64	47.17%
Worker's Compensation	182.71	188.44	200.00	(17.29)	1,110.21	2,400.00	1,289.79	46.26%
Health Insurance	2,951.74	5,011.39	8,171.33	(5,219.59)	51,073.20	98,056.00	46,982.80	52.09%
<b>Total Fringe</b>	<b>5,304.39</b>	<b>7,575.50</b>	<b>10,935.58</b>	<b>(5,631.19)</b>	<b>66,697.77</b>	<b>131,227.00</b>	<b>64,529.23</b>	<b>50.83%</b>
Travel/Out of Area	40.74	47.04	286.67	(225.93)	583.36	3,200.00	2,616.64	18.23%
Supplies								
Office Supplies	707.85	1,284.01	833.33	(125.48)	5,477.57	10,000.00	4,522.43	54.78%
Educational Equip/Supplies	761.06	331.40	333.33	427.73	1,483.06	4,000.00	2,516.94	37.08%
Food	117.77	121.56	333.33	(215.56)	1,400.78	4,000.00	2,599.22	35.02%
<b>Total Supplies</b>	<b>1,586.68</b>	<b>1,736.97</b>	<b>1,500.00</b>	<b>86.68</b>	<b>8,361.41</b>	<b>18,000.00</b>	<b>9,638.59</b>	<b>46.45%</b>
Contractual								
Professional Services (RE-1)								#DIV/0!
Other								
Staff Travel (Local)	661.71	2,249.42	806.67	(144.96)	5,972.67	9,680.00	3,807.33	60.67%
Audit / Legal		262.50	416.67	(416.67)	5,812.50	5,000.00	(812.50)	116.25%
Professional Svcs/Consultants		96.38	433.33	(433.33)	1,511.38	5,200.00	3,688.62	29.07%
Other Parent Services	130.00	76.14	318.67	(188.67)	1,682.18	3,824.00	2,141.82	43.98%
Vehicle-Gas/Oil	37.00		337.50	(300.50)	175.52	4,050.00	3,874.48	4.33%
Vehicle-Main/Repair			69.00	(69.00)		828.00	828.00	0.00%
Telephone Expense	485.50	478.40	411.67	73.83	3,116.70	4,940.00	1,823.30	63.09%
Utilities	1,021.03	641.67	510.25	510.78	4,984.39	6,123.00	1,138.61	81.08%
Building Maintenance	474.99	310.55	666.67	(191.68)	2,856.76	8,000.00	5,143.24	35.46%
General Pkg Insurance	646.62	648.44	650.00	(3.38)	3,881.46	7,800.00	3,918.54	49.76%
Dues/Pubs/Fees	14.83	826.08	162.50	(147.67)	900.23	1,950.00	1,049.77	46.17%
Child Care Partnership	9,062.95	9,449.90	8,083.33	979.62	58,083.22	97,000.00	38,916.78	59.88%
Pre-Employment Expense	249.50	(635.00)	29.17	220.33	289.98	350.00	60.02	82.85%
<b>Total Other</b>	<b>12,784.13</b>	<b>14,404.48</b>	<b>12,895.42</b>	<b>111.29</b>	<b>89,126.99</b>	<b>154,745.00</b>	<b>65,618.01</b>	<b>57.60%</b>
Training & Technical Assistance PA26								
Staff Development (CAN 4121 funds)	447.33	1,275.33	1,559.00	(1,111.67)	4,111.98	18,708.00	14,596.02	21.96%
<b>Total Federal Share</b>	<b>52,118.12</b>	<b>57,889.76</b>	<b>65,866.67</b>	<b>(13,748.55)</b>	<b>363,100.95</b>	<b>790,400.00</b>	<b>427,299.05</b>	<b>45.94%</b>
In-kind Donations	23,412.05		16,456.67	6,945.38	116,261.90	197,600.00	81,338.10	58.84%
<b>Total Expenses</b>	<b>75,530.17</b>	<b>57,889.76</b>	<b>82,333.33</b>	<b>(6,803.16)</b>	<b>479,362.85</b>	<b>988,000.00</b>	<b>508,637.15</b>	<b>48.52%</b>
			25.00	(25.00)		300.00		

# EHS Board of Directors and PC Monthly Report

## Month: February 2017

**EHS Enrollment**

rollment: 75 Center-Based 10 Home-Based 65 Waiting List 15—this includes some from 101-130% category

**Pregnant Women: 5**

**Number of EHS children receiving EI services= 19**

EHS CCO Attendance= 99%

EHS Food Program 6 x \$3.39 = \$20.34

**Socialization-Focus Emotional**

February 7, 2017. Socialization was held at the Family Center, food was provided by Spin for 1 adult and 1 EHS child.

February 21, 2017. Socialization was held at the Family Center, food was provided by Spin for 3 adults and 3 EHS children and 3 siblings.

**EHS CC Purchases all booked all booked 2/28/17:**

02-13-17 – Walmart - supplies, diapers, wipes, oil, etc.	\$ 174.53
02-10-17 – E3 Diagnostics, Inc.-tips for OAE machine	\$ 370.46
02-13-17 – Doubletree –Travel (staff training)	\$ 72.50
02-14-17 – Doubletree – EHS – T & TA (staff training)	\$ 134.00
02-14-17 – Doubletree – EHS – T & TA	\$ 134.00
02-14-17 – Doubletree – EHS – T & TA-	\$ 134.00
02-14-17 – Doubletree – EHS – T & TA	\$ 134.00
02-14-17 – Doubletree - EHS – T & TA	\$ 238.00
02-14-17 – Doubletree - EHS – T & TA	\$ 238.00
02-14-17 – Doubletree – EHS – T & TA	\$ 238.00
02-14-17 – Doubletree – EHS – T & TA	\$ 238.00
02-22-17 – Hobby Lobby– EHS Ed Supplies	\$ 37.25

**Total: \$2105.49**

**Correspondence from Regional Office& Program Summary:**

We met with Regional Office staff at the EHS Leadership Institute that EHS management staff attended on 2/13/17-2/15/17

**Summary**

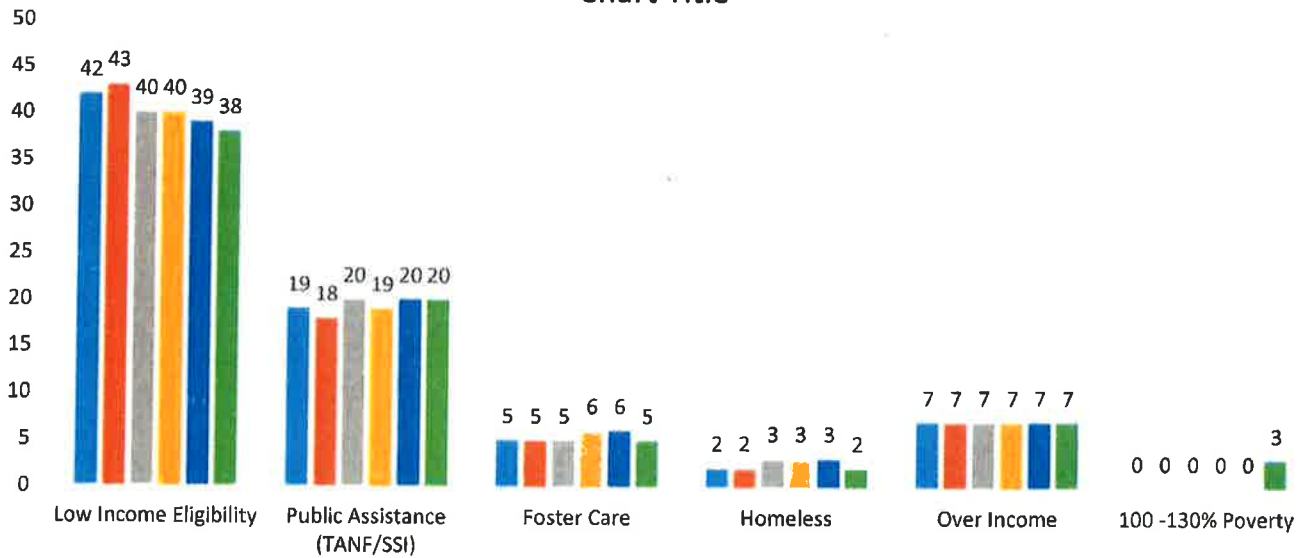
**Center Based Choice 1**  
**2 classes**  
**At least 5 hours a day**  
**4 days a week 7 children**

**Center Based Choice 2**  
**2 classes**  
**At least 5 hours a day**  
**5 days a week**  
**3 Children**

## EARLY HEAD START ENROLLMENT ELIGIBILITY TYPE PY 2016-2017

	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
Low Income Eligibility	42	43	40	40	39	38						
Public Assistance (TANF/SSI)	19	18	20	19	20	20						
Foster Care	5	5	5	6	6	5						
Homeless	2	2	3	3	3	2						
Over Income	7	7	7	7	7	7						
100 -130% Poverty	0	0	0	0	0	3						
<b>TOTAL ENROLLMENT</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>						

Chart Title



Early Head Start Wait List  
 ELIGIBILITY TYPE  
 PY 2016-2017

	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
Low Income Eligibility	1	1	0	0	1	2						
Public Assistance (TANF/SSI)	0	1	0	0	3	4						
Foster Care	0	0	0	0	0	0						
Homeless	0	0	0	0	0	1						
Over Income	6	6	9	9	7	4						
100 - 130% Poverty	3	3	3	3	5	1						
Pending Verification	7	6	9	9	8	2						

3/1/2017