

STARPOINT
BOARD OF DIRECTORS MEETING
Thursday, May 25, 2017

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

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

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

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 February, March and April 2017. February revenue was \$1,059,373.97, with expenses of \$1,084,028.30, for a loss of \$24,654.33. March revenue was \$1,195,302.55, with expenses of \$1,203,366.96, for a loss of \$8,064.41. April revenue was \$1,184,902.08, with expenses of \$1,102,572.46, for a profit of \$82,329.62. Year-to-date revenue was \$11,565,792.37, with expenses of \$11,425,410.39, for a profit of \$140,381.98. Jana noted there have been no capital expenses; health care costs are running under projections, and there were three pay periods during March. February, March and April financials were approved to be placed on file on a motion by Terry Prewitt and a second by Janet Trujillo.

Jana presented Early Head Start financials for February, March and April 2017, noting that expenses are in line with the budget. EHS financials were approved on a motion by Janet Trujillo and a second by Linda Bay.

PUBLIC COMMENT

There was no public comment.

EARLY HEAD START

Brenda Aguirre, EHS Director reported that we are in the fifth year of our five-year grant cycle and presented the following items for discussion and approval:

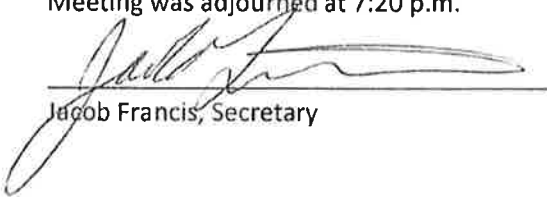
- Update on Community Assessment – Strengths: Community collaborations; challenges: transportation, housing food
- Update on the Wage and Comparability Study – Early Childhood staff are still one of the lowest paid professions
- Updated Salary scale and Career Ladder – A complete revision is necessary as the Colorado minimum wage continues to increase and agency changes occur. Revisions will be done next year as we prepare for the next five-year grant cycle

REPORTS

- Jana Butler reported that the MITC time and attendance system is up and running and more sites are being added.
- Brenda Aguirre noted that the Colorado Community Response grant has been received in the amount of \$112,500. Preschool graduation is planned with week, with 65 kiddos involved.
- Ron Hinkle reported that the annual bowl banquet was held on May 24. Benefit Breakfast is planned for July 29 at the Vineyard; Rim-to-Rim meetings are continuing and staff are beginning planning for Starpoint's 40th anniversary.
- Bonnie Stumph reported that the high school is discontinuing one of its transition programs and is currently meeting with Starpoint to develop programs and supports for affected students.
- Claudia Stevens noted that Starpoint received its CCB designation.
- Bob Arnold requested that due to the Alliance Conference conflicting with the next meeting, that the June meeting be moved to June 29. Board members agreed.
- Bill Davis reported the annual ATV ride was held and all had a great time; Gathering in Gratitude is slated for Oct. 27; consumer art was featured at Valley Visions Art Exhibit.

NEXT MEETING: Thursday, June 29, 2017 at 6 p.m.

Meeting was adjourned at 7:20 p.m.



Jacob Francis, Secretary

STARPOINT
STATEMENT OF FINANCIAL POSITION
 May-17

	<u>5/31/2017</u>	<u>4/30/2017</u>		<u>5/31/2017</u>	<u>4/30/2017</u>
ASSETS					
Current assets			Current liabilities		
Cash and cash equivalents	2,069,194	1,619,192	Accounts payable and other	\$ 548,012	\$ 379,555
Accounts Receivable	1,450,751	1,715,453	Deferred Revenue	-	-
Prepaid expenses and other	24,333	57,088	Total current liabilities	548,012	379,555
Total current assets	3,544,278	3,391,732	Long-term debt	-	-
Land, building and equipment, net	4,672,715	4,642,807	Net assets		
Other assets	-	-	Net investment in land, building, and equipment	4,672,715	4,642,807
			Undesignated	2,841,888	2,871,795
			Change in net assets	154,379	140,382
			Total net assets	7,668,982	7,654,985
	<u>\$ 8,216,994</u>	<u>\$ 8,034,540</u>		<u>\$ 8,216,994</u>	<u>\$ 8,034,540</u>
				0	-

STARPOINT
SUMMARY OF ALL UNITS
For the Eleven Months Ending 5/31/2017
2017

May

	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget	Budget Remaining	% Budg Used
REVENUES									
HCB-DD Waiver	\$809,420.79	\$826,184.99	\$16,764.20	\$8,498,986.17	\$9,088,034.89	\$589,048.72	\$9,914,220.00	\$1,415,233.83	86%
NOS Waiver Services	17,599.83	5,583.33	5,583.33	67,175.91	61,416.63	(5,759.28)	67,000.00	(175.91)	100%
Targeted Case Management		27,916.67	10,316.84	351,173.53	307,083.37	(44,090.16)	335,000.00	(16,173.53)	105%
PASARR				528.82		(528.82)		(528.82)	0%
State General Fund	16,818.47	19,400.00	2,581.53	200,487.06	213,400.00	12,912.94	232,800.00	32,312.94	86%
Management Fees	7,014.01	4,594.25	(2,419.76)	50,068.97	50,536.75	467.78	55,131.00	5,062.03	91%
Medicaid Therapy/Transportation	2,308.56	3,333.33	1,024.77	29,150.45	36,666.63	7,516.18	40,000.00	10,849.55	73%
Fremont RE-1 School District	69,520.64	18,034.58	(51,486.06)	210,072.31	175,930.38	(34,141.93)	182,740.00	(27,332.31)	115%
Fremont RE-2 School District		1,666.67	1,666.67		18,333.37	18,333.37	20,000.00	20,000.00	0%
Fremont Re-3 School District	150.00		(150.00)	150.00		(150.00)		(150.00)	0%
Salida R321-School District	42.19		(42.19)	42.19		(42.19)		(42.19)	0%
Colorado Preschool Program		28,086.00	28,086.00	224,688.00	252,774.00	28,086.00	252,774.00	28,086.00	89%
State/CACFP (USDA)	7,416.60	7,008.33	(408.27)	69,686.48	77,091.63	7,405.15	84,100.00	14,413.52	83%
Fremont Co Dept of Human Svcs	31,817.05	24,470.00	(7,347.05)	282,602.24	269,170.00	(13,432.24)	293,640.00	11,037.76	96%
Temple Buell		4,500.00	4,500.00	52,000.00	49,500.00	(2,500.00)	54,000.00	2,000.00	96%
FRCA		10,281.50	10,281.50	102,267.50	113,096.50	10,829.00	123,378.00	21,110.50	83%
Colorado Foundation for									
Parents/Children	2,145.83	2,083.33	(62.50)	25,000.00	22,916.63	(2,083.37)	25,000.00	23,636.91	100%
State/Dept of Human Services	22,798.64	21,129.33	(1,669.31)	229,915.09	232,422.71	2,507.62	253,552.00	(4,950.00)	91%
State/Dept of Transportation				4,950.00		(4,950.00)		(4,950.00)	0%
State/Dept of HUD/Local Affairs	154.64		(154.64)	1,687.44		(1,687.44)		(1,687.44)	0%
ACF-Administration for Children &									
Families	63,998.89	65,866.67	1,867.78	666,427.46	724,533.37	58,105.91	790,400.00	123,972.54	84%
Donations	3,342.69	1,745.83	(1,596.86)	74,454.79	19,204.13	(55,250.66)	20,950.00	(53,504.79)	355%
Residential Fees	67,524.00	68,969.00	1,445.00	743,164.97	758,659.00	15,494.03	827,628.00	84,463.03	90%
Interest Income	402.87	333.33	(69.54)	4,488.16	3,666.63	(821.53)	4,000.00	(488.16)	112%
Rent Income		195.00	195.00	2,145.00	2,145.00		2,340.00	195.00	92%
Tuition Fees	12,836.21	15,833.33	2,997.12	144,379.99	174,166.63	29,786.64	190,000.00	45,620.01	76%
Vocational Income	1,814.41	2,708.33	893.92	30,973.72	29,791.63	(1,182.09)	32,500.00	1,526.28	95%
Vocational Rehab		541.67	541.67	7,355.75	5,958.37	(1,397.38)	6,500.00	(855.75)	113%
Other Income	6,431.58	4,254.17	(2,177.41)	68,054.62	46,795.87	(21,258.75)	51,050.00	(17,004.62)	133%
Gain/Loss-Disposal of Asset	7,950.20		(7,950.20)	10,895.54		(10,895.54)		(10,895.54)	0%
Internal Services Revenue	59,077.62	56,770.67	(2,306.95)	623,405.93	624,477.37	1,071.44	681,248.00	57,842.07	92%
TOTAL REVENUES	1,210,585.72	1,221,490.31	10,904.59	12,776,378.09	13,357,771.49	581,393.40	14,539,951.00	1,763,572.91	88%
PERSONNEL EXPENSES									
Salaries	680,815.72	624,696.62	(56,119.10)	6,666,973.06	6,871,662.86	204,689.80	7,496,360.00	829,386.94	89%
Employer FICA Expense	41,902.98	47,735.35	5,832.37	500,018.92	525,088.89	25,069.97	572,824.00	72,805.08	87%
Unemployment Expense		833.33	833.33	37,064.00	9,166.63	(27,897.37)	10,000.00	(27,064.00)	371%
Worker's Compensation	18,530.17	14,581.32	(3,948.85)	179,235.76	160,394.52	(18,841.24)	174,976.00	(4,259.76)	102%
Health & Disability Insurance	121,117.09	151,061.36	29,944.27	1,444,053.75	1,661,675.04	217,621.29	1,812,737.00	368,683.25	80%
TOTAL PERSONNEL EXP	862,365.96	838,907.98	(23,457.98)	8,827,345.49	9,227,987.94	400,642.45	10,066,897.00	1,239,551.51	88%
OTHER EXPENSES									

STARPOINT
SUMMARY OF ALL UNITS
For the Eleven Months Ending 5/31/2017
2017

May

Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget	Budget Remaining	% Budg Used
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Starpoint Budget Summary-Primliminary
7/1/2017 - 06/30/2018

	Revenue	Expense	Net Profit/Loss
PROGRAM SERVICES			
Case Management	474,074	393,501	80,573
Family Support	89,129	91,173	(2,043)
CES-TCM	6,500	6,740	(240)
	<u>569,703</u>	<u>491,414</u>	<u>78,290</u>
ADULT SERVICES: Comprehensive			
COMPREHENSIVE SERVICES			
Fremont County			
Washington	397,048	373,920	23,128
Northstar	475,994	361,357	114,637
Penrose Place	594,394	450,457	143,937
PCA	3,109,114	2,780,792	328,322
Day Services	1,289,779	1,453,780	(164,001)
Supported Employment	57,425	92,681	(35,256)
Fremont Indirects	0	(0)	0
Total Fremont County	<u>5,923,754</u>	<u>5,512,986</u>	<u>410,768</u>
Chaffee County			
E Street	332,174	440,015	(107,841)
PCA	772,267	311,434	460,833
Day Services	404,476	544,044	(139,568)
CES Provider Svcs	19,403	25,431	(6,028)
Chaffee Indirects	0	0	(0)
Total Chaffee County	<u>1,528,320</u>	<u>1,320,925</u>	<u>207,396</u>
DDRC			
Aaronmoor	466,652	522,809	(56,157)
Erinkay	542,177	498,835	43,342
PCA-Jeffco	77,151	78,084	(933)
Total DDRC	<u>1,085,980</u>	<u>1,099,728</u>	<u>(13,748)</u>
Denver Options			
Anchorage	410,723	480,851	(70,128)
PCA-Denver	310,912	235,911	75,001
Denver Indirects	0	(0)	0
Total RMHS	<u>721,635</u>	<u>716,762</u>	<u>4,873</u>
Developmental Pathways			
Total PATHWAYS	<u>86,170</u>	<u>73,227</u>	<u>12,943</u>
	<u>86,170</u>	<u>73,227</u>	<u>12,943</u>
TOTAL COMPREHENSIVE SERVICES	<u>9,915,562</u>	<u>9,215,041</u>	<u>700,521</u>
SUPPORTED LIVING SERVICES			
SLS - Waiver			
Fremont	518,678	169,878	348,799
Chaffee	222,951	189,045	33,907
Total SLS Waiver	<u>741,629</u>	<u>358,923</u>	<u>382,706</u>
SLS - State			
Fremont	99,942	62,871	37,071
Chaffee	10,304	11,502	(1,198)
Total SLS State	<u>110,246</u>	<u>74,373</u>	<u>35,873</u>
TOTAL ADULT SERVICES	<u>851,875</u>	<u>433,296</u>	<u>418,579</u>
CHILDREN & FAMILY SERVICES			
Early Intervention	312,945	351,380	(38,435)
Part C	40,056	0	40,056
SPIN Preschool Fremont	645,625	606,146	39,479
SPIN North Side	270,296	396,575	(126,279)
Special Education	20,115	25,829	(5,714)
TOTAL CHILDRENS & FAMILY SERVICES	<u>1,289,037</u>	<u>1,379,930</u>	<u>(90,894)</u>
FIRST STEPS/FAMILY CENTER			
TCHF	61,102	61,102	0
TGYS	20,000	19,270	730
Daniel's Foundation Grant	0	0	0
Family Center-Other	145,600	137,686	7,914
TOTAL FIRST STEPS	<u>226,702</u>	<u>218,058</u>	<u>8,644</u>
EARLY HEADSTART			
Administration	69,287	69,287	0
Program	729,280	730,340	(1,060)
TOTAL EARLY HEADSTART	<u>798,567</u>	<u>799,627</u>	<u>(1,060)</u>
TOTAL CHILDREN & FAMILT SERVICES SERVICES	<u>2,314,306</u>	<u>2,397,615</u>	<u>(83,310)</u>
SUPPORTING SERVICES			
Management & General	78,890	812,587	(733,697)
Development	0	82,782	(82,782)
TOTAL SUPPORTING SERVICES	<u>78,890</u>	<u>895,369</u>	<u>(816,478)</u>
COMPANY TOTALS	<u>13,160,633</u>	<u>12,941,321</u>	<u>219,312</u>

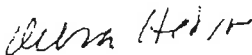
Please ensure the program narrative, budget and detailed budget justification submitted in the application documents demonstrate:

- An increase of 1.0 percent in the hourly rate of pay for each Head Start/Early Head Start employee and the pay scale subject to the provisions of Sections 653 and 640(j) of the Head Start Act;
- The rationale if employees are receiving less than the 1.0 percent COLA or differential COLA increases;
- The provision of the 1.0 percent increase to all delegate agencies and partners or justification if the full percentage is not provided to delegate agencies and partners;
- The planned uses for the balance of the COLA funds to offset higher operating costs;
- Each source of non-federal match, including the estimated amount per source and the valuation methodology; and
- A detailed justification that conforms with the criteria under Section 640(b)(1)-(5) of the Head Start Act if the application proposes a waiver of any portion of the non-federal match requirement.

Signed statements of the Governing Body and Policy Council Chairs along with Governing Body and Policy Council minutes documenting each group's participation in the development and approval of the supplemental application must be provided. The application must be submitted on behalf of the Authorizing Official registered in the HSES. **Incomplete applications will not be processed.**

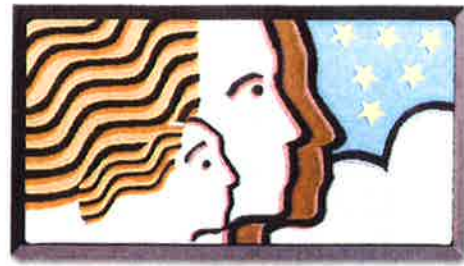
Please ensure the application contains all of the required information. If you have any questions or need assistance, please contact Anne Keire, Head Start Program Specialist, at (303) 844-7242 or anne.keire@acf.hhs.gov or Anthony Fichera, Grants Management Specialist, at (303) 844-7198 or anthony.fichera@acf.hhs.gov. Thank you for your cooperation and timely submission of the grant application.

Sincerely,



Debra Hedin
Regional Program Manager
Office of Head Start

cc: Robert Arnold, Executive Director
Brenda Aguirre, Head Start Director



June 29, 2017

Ms. Brittani Trujillo
Case Management Services Coordinator
Division for Intellectual and Developmental Disabilities
Health Care Policy and Financing
1570 Grant St
Denver, CO 80203

Dear Brittani,

Please accept this letter as Starpoint's request for consideration of exemption from 42 CFR 441.301 (c) (l) (vi). Starpoint serves three counties, two of which are designated rural by the State Office of Rural Health and one that is considered frontier. Starpoint has an excellent record of quality case management services and we routinely receive high satisfaction in the satisfaction surveys we conduct. We believe that mandating a new case management entity in our service area will be disruptive to individuals we serve and their families, and will result in a decrease in quality. Starpoint will defer declaration of our choice of options for compliance with conflict free case management as presented in HB 17-1343 until after our request is evaluated and we are informed of the outcome.

Included are our responses to the issues you asked us to address in your letter on June 9, 2017:

1. Verification from the State Office of Rural Health that the CCB is comprised primarily of counties designated as rural or frontier.

I have include in this submission a map from the State Office of Rural Health that shows Fremont and Chaffee Counties are considered rural and Custer County is considered frontier.

services in Chaffee County. Custer County is very sparsely populated, hence the "frontier county" designation. Westcliffe is the only town of any size and it is about an hour from Canon City and even further for Front Range agencies to travel and provide services. Most individuals with extensive needs move to Pueblo or Colorado Springs to be near appropriate medical services. Canon City houses several state and federal prisons. The corrections industry is by far the largest employer within Fremont County. This creates pressure on Starpoint to compete for workers who can make several dollars an hour more in the prisons than they can from I/DD services.

6. How the CCB will mitigate conflict of interest and document that individuals have been informed of options for providers.

Starpoint currently informs individuals that Starpoint is not their only option for receiving services. We inform them of the agencies already approved in our area and that we are willing to recruit providers to our area if they have a provider they would like to use. Starpoint documents this in the service plan and we will maintain data on all requests and the resulting outcome. After the recent quality review of case management by HCPF staff we will implement a plan of correction that includes development of a conflict of interest policy. Because we have had so few providers we did not have such a policy but are now developing one. It will include disclosure of the employment relationship that outlines the current structure in which Starpoint employs both the case managers and the service provider staff. We will have a rigorous process to permit individuals and families to appeal any situation in which they feel an adverse situation has arisen because of a conflict of interest. We will inform individuals that they may choose another case management agency, such as The Resource Exchange in Colorado Springs or Blue Sky in Pueblo. Starpoint has a few functions that will be reassigned in order to have a better separation of case management and service provision. Our case managers currently complete representative payee reviews with the Social Security Administration, however, because the provider agency serves as the rep payee, staff in our provider arm will begin to complete these tasks. Provider agency staff currently execute contracts with entities that provide services such as behavioral services. These tasks will transfer to case management to authorize, procure and monitor these services.

7. How the CCB will monitor the entrance of new providers to ensure individuals are afforded choice and transferred to new providers when available.

Starpoint will monitor the notifications we receive from the department that an agency has expressed a desire to serve people in our area. We will maintain an accurate and updated list of all providers for our area. Starpoint will inform all new enrollees of the availability of other providers and we will state our willingness to recruit providers that are not currently on our list if



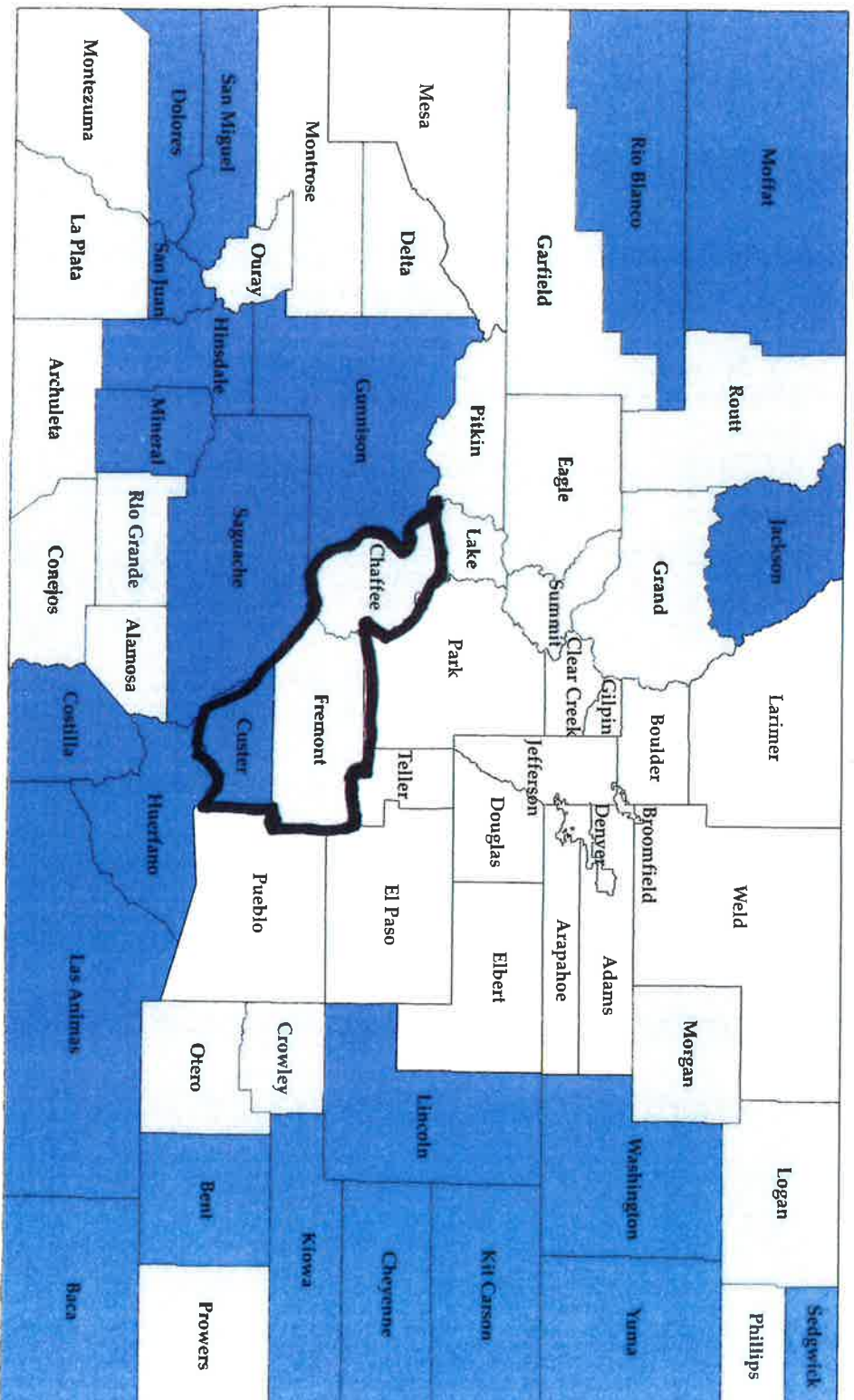
Colorado: County Designations, 2017

County Classifications

- Urban (17)
- Rural (24)
- Frontier (23)



Data Source Information:
Site addresses were collected and
geocoded by the State Office of
Rural Health, current as of
January 2016.



The definition of rural and frontier varies depending on the purpose of the program or policy in which they are used. Therefore, these are referred to as programmatic designations, rather than definitions. One designation commonly used to determine geographic eligibility for federal grant programs is based on information obtained through the Office of Management and Budget: *All counties that are not designated as parts of Metropolitan Areas (MAs) are considered rural*. The Colorado Rural Health Center frequently assumes this designation, as well as further classifies frontier counties as those counties with a population density of six or fewer persons per square mile. You may visit the Rural Health Grants Eligibility Advisor to determine if a county or address is designated rural, or contact the Office of Rural Health Policy at (301) 443-0835.

COLORADO
RURAL HEALTH
CENTER

The State Office of Rural Health