

STARPOINT  
BOARD OF DIRECTORS MEETING  
Thursday, January 24, 2019

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

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

Others present: Bob Arnold, Claudia Stevens, Jami Roy, Jody Berg, Mary Yang, Jeff Corron; 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 Janet Trujillo and a second by Brenda Heckel.

**FINANCIALS**

Jeff Corron presented financial information for 2018 and 2019 fiscal year. He also presented Statement of Financial Position as of July 2018 and Cash Balances and Accounts Receivable Balances for June, July, August, and September. Jeff proposed that we move all deposits to Bank of The San Juans. The board has questions about the move. Jeff will gather more information and will present it at the next board meeting. Motion made by Jake Francis to accept financials and file in the minutes and a second by Janet Trujillo.

**PUBLIC COMMENT**

There were no public comments.

**EARLY HEAD START**

Jody Berg presented the monthly report from September 2018. Brenda Aguirre is working on grant amendments and will update at the next board meeting. Brenda is also working on a Buell Grant for flooring and phone system for SPIN Elm.

**STATE/LEGISLATIVE UPDATES**

Bob Arnold reported that the Colorado State Legislative session is underway. There are no major issues coming our way. In March 2019 the state will be increasing rates by 6.5%. Wednesday February 27, 2019 is IDD Awareness Day. We have 7 seats available for the Alliance luncheon. Please let Bob know if you would like to go.

**OTHER BUSINESS**

There was no other business.

## REPORTS

- Bob Arnold- Suggested that February's Board Meeting be moved to 2/21/19 due to scheduling conflicts. He announced that Mary Yang is among the top three nominees for Fremont County's Exceptional Women Award. Bob reviewed the Strategic Planning Meeting held 1/15/19 with the Directors and Managers.
- Mary Yang- Gathering of Gratitude is set for 3/16/19. Confirmed 9/7/19 at the Jenkin Apple Farm for Corks, Forks, Farms and Chefs event. February 6<sup>th</sup> regular season bowling will start. Sponsorships are \$200. We have approximately 20 people participating in Special Olympics Basketball. Rim To Rim open for registration. Working on doing a series. February 8<sup>th</sup> is the Night to Shine which is going to be the biggest year yet.
- Jody Berg – Reported that starting January and February 2019 the Department of Human Services will be reimbursing us the actual costs to do business. We are part of a new pilot program through June providing early child evaluations that will be billed directly to the State.
- Laura Gardner – Received a letter from the Auditors needing response by 1/31/19. Working on preparing the required information.
- Bill Davis – Night to Shine, Salida has 5 volunteers, 4 vehicles, and 8 to 10 individuals attending. Accepted resignation of RN for the end of February. Has a good applicant for the position. Discussed a plan which entails expanding the E Street Group Home.
- Claudia Stevens/Jami Roy – Claudia discussed her upcoming retirement on Thursday 1/31/19 after 31 years of service. Annette Nimmo on behalf of the board thanked Claudia for her exceptional years of service and presented her a plaque.

Next meeting will be February 21<sup>st</sup> at 6 p.m.



Jake Francis, Secretary

	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18	Jul-18
Cash	1,282,958.84	1,536,488.09	1,569,145.56	1,670,387.56	1,620,366.96	2,079,551.25	1,647,053.26
Accounts Receivables	1,359,155.12	1,304,148.17	661,210.67	89,846.68	13,026.17	1,199,746.48	1,405,154.82

SUMMARY OF ALL UNITS  
For the Seven Months Ending 1/31/2019

	Year To Date													
	7/31/2018		8/31/2018		9/30/2018		10/31/2018		11/30/2018		12/31/2018		1/31/2019	
	Actual		Actual		Actual		Actual		Actual		Actual		Actual	
<b>REVENUES</b>														
HCB-DD Waiver Residential	\$557,845.27	\$433,002.76	\$449,299.79	\$433,942.25	\$419,952.77	\$444,560.72	\$446,396.86	\$3,185,000.42						
HCB-DD Waiver Day Svcs/CP	147,402.23	145,566.13	119,353.81	143,635.59	138,100.40	124,875.54	155,562.40	974,496.10						
HCB-DD Waiver Supported Employ	18,244.87	16,247.04	14,502.88	14,032.44	13,099.36	9,654.96	10,983.92	96,765.47						
HCB-DD Waiver Transportation	31,972.04	31,701.82	27,217.32	31,910.88	28,304.02	24,698.00	33,587.40	209,391.48						
HCB-DD Waiver Vision		669.00	688.00	758.00	1,087.00	700.00	700.00	4,602.00						
HCB-DD Spec. Med Equip	1,481.00	778.00	339.00	339.00	831.00	554.00	441.00	5,090.00						
HCB-DD Behavioral Svcs	(958.60)	1,149.30	831.92	1,137.54	1,258.64	1,176.28	1,718.36	5,313.44						
HCB-DD Personal Assistance	6,941.04	9,158.61	8,066.47	9,160.63	7,706.32	7,102.57	10,841.61	58,977.25						
HCB-DD Assistive Tech	393.00	244.00	244.00	354.00	4,944.00	(4,356.70)	209.00	2,031.30						
HCB-DD Parent Education				(560.16)		(1,003.62)		(2,123.94)						
NOS Waiver Services	8,023.51	6,910.97	6,271.08	5,958.89	6,877.92	6,196.80	6,200.00	46,439.17						
Targeted Case Management	32,900.44	31,573.75	30,257.50	34,856.25	28,015.00	27,105.00	38,268.75	222,976.69						
PASARR								0.00						
State General Fund	18,308.01	18,308.01	18,308.01	18,308.01	18,251.27	15,873.68	(2,301.15)	105,055.84						
Management Fees	4,543.84	4,522.87	4,758.33	2,746.21	2,737.69	2,381.06	2,400.00	24,090.00						
Medicaid Therapy	2,857.06	2,742.95	4,568.31	7,024.06	23,794.04	4,780.82	5,369.80	51,137.04						
Fremont RE-1 School District		16,899.53	18,246.53	16,039.00	23,771.89	16,531.00	15,818.00	107,305.95						
Salida R32 J School District								0.00						
Colorado Preschool Program								0.00						
State/CACCF (USDA)	5,242.43	5,811.46	6,618.02	8,315.99	7,297.57	6,120.55	6,500.00	45,906.02						
Voc Rehab	22,996.99	3,434.98	4,983.45	1,969.90	1,688.04	2,198.49	1,600.00	15,874.86						
Fremont Co Dept of Human Svcs								121,614.72						
Temple Buell Foundation								0.00						
Family Resource Center Association								0.00						
Georgetown University								0.00						
Colorado Foundation for Parents/Children	2,067.46	2,941.16	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	14,008.62						
State/Dept of Human Services	46,245.15	35,533.26	40,242.34	20,859.31	25,000.00	25,000.00	25,000.00	217,880.06						
State/Dept of HUD	154.64	154.64	154.64	154.64	154.64	154.64	154.64	1,082.48						
ACYF-Admin for Children, Youth & Families	48,544.49	79,508.22	55,610.00	58,305.26	61,235.00	62,406.20	63,541.35	429,150.52						
Donations	12,997.18	2,262.69	6,564.65	29,832.62	4,626.33	1,336.91	308.03	57,928.41						
Residential Fees	66,524.00	52,062.17	52,129.00	52,806.00	52,129.00	54,306.22	54,210.00	384,166.39						
Interest Income	370.86	381.71	336.54	109.25	105.44	110.79	110.45	1,525.04						
Rent Income	195.00	195.00	195.00	195.00	251.17	1,031.17	1,031.17	9,057.15						
Tuition Fees	15,519.31	13,336.75	11,901.47	17,004.85	11,731.12	12,563.65	10,000.00	92,057.15						
Vocational Income	2,148.17	2,429.29	2,288.26	2,200.00	2,200.00	2,200.00	2,200.00	15,665.72						
Other Income	12,770.86	4,139.22	12,379.06	5,130.62	12,414.43	2,628.20	2,000.00	51,462.39						
Gain/Loss-Disposal of Asset								338,136.84						
Internal Services Revenue	47,050.73	84,326.74	44,010.85	34,472.63	39,085.50	40,000.00	40,000.00	328,956.45						
<b>TOTAL REVENUES</b>	1,112,780.98	1,361,063.17	995,458.72	995,640.88	985,301.78	938,497.98	980,462.64	7,373,206.15						
<b>PERSONNEL EXPENSES</b>														
Directors	76,059.90	74,063.29	45,149.40	70,747.09	39,799.00	75,525.62	20,915.23	402,259.53						
Resource Coordinator	28,204.47	35,096.46	22,317.12	31,041.55	17,555.34	31,047.50	9,179.79	174,442.23						
Secretaries	2,294.78	3,023.90	2,324.90	2,654.01	1,458.25	2,604.00	729.12	15,088.96						
Data Coordinator/Passport Aide	2,801.92	3,695.43	2,386.56	3,281.75	1,844.89	3,266.00	914.48	18,191.03						
Childcare Director	7,406.08	9,762.56	6,059.52	8,416.00	4,712.97	8,416.00	1,828.88	46,602.01						
Health Coordinator	3,818.41	4,977.25	3,189.61	4,396.96	2,713.07	4,374.28	1,229.72	24,699.30						
Family Center Coordinator	3,324.64	4,382.48	2,720.15	3,777.97	2,115.69	3,778.00	1,057.83	21,156.76						
First Steps/EHS HV Coordinator								0.00						
Therap Coordinator								0.00						
Accounting Clerks	8,330.08	10,993.64	9,331.60	9,269.55	6,263.16	11,553.89	2,741.27	58,483.19						
Early Childhood Assistant	2,359.57	1,486.30	1,741.81	2,407.38	1,340.76	2,394.20	674.87	12,404.89						
Information Technology Manager	4,876.96	6,428.72	3,990.24	5,542.00	3,103.52	5,542.00	1,551.76	31,035.20						
Site Coordinator	35,450.59	48,090.60	27,106.79	34,227.87	19,180.97	30,469.88	9,928.51	204,455.21						
Program Director	34,127.15	45,259.17	20,638.08	28,664.00	16,051.84	28,664.00	8,025.92	181,430.16						
Team Leader Assistant	15,249.31	18,702.62	12,880.18	20,064.16	13,074.37	21,342.69	6,569.40	107,882.73						
Direct Support Professional	331,001.87	369,067.72	197,834.50	273,922.50	161,588.30	283,932.50	85,304.60	1,702,259.41						
Medical Support Professional	34,443.53	46,696.01	21,141.27	29,164.44	16,308.21	29,157.80	8,256.64	185,167.90						
Systems Coordinator	4,792.77	9,046.39	3,911.56	5,666.84	5,887.95	8,883.46	1,730.14	39,919.11						
On-Call Coordinator	7,708.91	9,048.99	3,912.72	5,623.35	3,912.72	6,273.14	1,143.38	37,600.29						
Speech Pathologist	10,544.16	13,899.12	8,627.04	11,982.00	9,153.92	16,682.00	4,670.96	75,559.20						

SUMMARY OF ALL UNITS  
For the Seven Months Ending 1/31/2019

	Monthly Report										Year To Date	
	7/31/2018	8/31/2018	9/30/2018	10/31/2018	11/30/2018	12/31/2018	1/31/2019					
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	
Teacher	33,952.67	45,736.71	27,664.16	40,097.22	21,621.05	39,107.40	10,943.08					
Early Childhood Educator	2,805.32	(221.48)	24,545.17	34,436.81	18,897.21	33,832.54	9,390.47					
Home Visitor	29,304.60	38,885.26	2,604.14	3,151.87	1,739.83	2,808.29	1,093.24					
Maintenance	3,008.35	3,642.68	22,437.29	28,445.72	16,008.98	27,601.62	8,319.76					
Aide	22,805.51	29,728.75	3,700.01	2,392.80	3,290.99	3,266.02	920.61					
Group Leader	2,807.89	3,700.01	2,934.21	4,076.98	2,291.45	4,105.17	1,261.81					
Cook	3,628.73	4,725.87	3,136.81	4,549.96	3,103.10	1,153.99	26,770.53					
Consumer Salaries	5,384.07	7,310.60	63,774.09	49,914.44	28,510.43	50,692.62	14,903.83					
Employer FICA Expense	52,499.13	63,781.03	249.60	249.69								
Unemployment Expense	246.00		21,383.08	21,350.19	21,239.57	22,039.92	22,063.35					
Worker's Compensation	17,007.99	25,954.87	140,000.00	85,000.00	140,000.00	85,000.00	92,000.00					
Health & Disability Insurance	78,996.41	107,478.37	678,374.49	825,142.60	580,342.49	844,071.06	328,502.64					
TOTAL PERSONNEL EXP	865,241.77	1,044,443.32	750.00	200.00	88,114.90	79,301.80	52.50					
OTHER EXPENSES												
Accounting/Audit												
Legal Services	2,137.50	750.00	1,012.50	787.50	787.50	835.00	835.00					
Dental/Vision/Therapy	7,156.10	5,162.00	5,868.00	200.00	5,566.14	6,632.56	7,313.75					
Professional Services	107,572.79	83,997.08	95,085.79	64,561.46	88,114.90	79,301.80	92,779.75					
Consultants		487.75			170.50		52.50					
Purchased Services	389.00	320.00	330.00	225.00	325.00	230.00	535.00					
Purchased Transportation Services	664.00	944.50	30.00	381.00	155.00	700.00	485.00					
Int. Purchase Services	36,986.18	70,501.89	35,034.35	34,472.63	39,095.50	40,000.00	40,000.00					
Staff Travel (Local)	13,223.89	15,041.49	13,591.63	1,859.59	14,819.70	12,001.72	22,334.37					
Travel/Out of Area												
Meetings/Conferences	66.26											
Staff Medical												
Marketing	137.91	5,340.13	2,780.00	1,789.55	975.00	125.00	75.00					
Family Support Services	3,459.13	5,206.75	4,121.04	3,802.84	5,051.84	3,272.52	3,687.38					
Family Emergency Funds			3,000.00	(3,653.00)	1,468.00	597.80	6,834.00					
Activity Fees	405.77	1,285.68	1,086.50	40.00	596.97	614.56	1,216.21					
Child Care												
Educational Equip/Supplies	129.01	91.49	716.63	307.01	81.93	24.00	24.00					
Other Parent Services	112.07	2,084.49	2,282.51	2,102.22	113.39	220.86	254.71					
Food	19,662.67	19,959.08	18,030.89	6,753.46	19,841.62	27,156.71	11,025.38					
Medical Supplies	5,870.55	4,104.50	4,437.22	799.37	4,442.83	6,991.49	3,607.09					
Assistive Technology	70.00	70.00	70.00	70.00	70.00	70.00	140.00					
Hshld/Equip-Supplies	4,228.66	3,413.72	2,622.74	786.66	2,676.05	4,248.86	1,567.65					
Vehicle-Gas/Oil	6,113.42	6,054.85	5,806.34	29.00	5,908.79	5,371.78	3,958.12					
Vehicle-Main/Repair	5,434.74	6,721.07	3,820.33	1,025.56	6,418.43	1,161.46	4,396.46					
Company Owned Vehicle			22.95				81.35					
Office Supplies	9,661.74	14,152.14	15,123.28	8,566.80	11,241.45	8,059.10	9,153.44					
Telephone Expense	8,554.85	7,809.40	7,750.48	4,940.06	10,173.62	7,625.97	10,694.69					
Space-Rent/Lease	7,594.33	7,531.15	7,493.20	7,493.20	3,240.00	8,005.70	5,100.00					
Utilities	17,074.20	14,731.65	13,875.12	7,883.80	12,524.29	14,019.33	24,645.02					
Building Maintenance	17,074.96	16,920.86	10,842.58	1,042.82	16,324.27	9,322.81	15,573.16					
General Liability Insurance	6,130.79	6,130.79	6,130.79	6,130.79	6,130.79	6,130.79	6,130.79					
Vehicle Insurance	4,157.50	4,157.50	4,157.50	4,157.50	4,157.50	4,157.50	4,157.50					
Depreciation & Amortization	22,587.90	20,725.43	20,075.45	19,425.77	18,224.68	17,640.44	16,191.92					
Dues/Pubs/Fees	3,131.50	1,768.55	1,400.00	9,537.70	2,362.87	2,266.22	4,590.49					
Staff Development/Training	1,924.79	602.11	3,182.76	647.00	661.38	5,047.90	377.00					
Pre-Employment Expense	2,832.22	2,610.76	2,008.03	40.00	2,482.10	2,916.48	3,269.08					
Administrative Fees	746.70	783.85	750.00	750.00	750.00	750.00	750.00					
Bad Debt Expense		23.79										
Misc Expense												
Equipment												
Childcare expense allocation												
TOTAL OTHER EXPENSE	9,317.85	13,041.00	8,976.50	9,200.00	4,061.59	2,479.20	9,200.00					
TOTAL EXPENSES	324,608.98	342,025.45	308,073.69	197,949.81	306,889.74	318,426.07	313,866.16					
NET	1,189,850.75	1,386,468.77	986,448.18	1,023,092.41	887,232.23	1,162,497.13	642,488.80					
	(\$77,069.77)	(\$25,405.60)	\$9,010.54	(\$23,451.53)	\$98,069.55	(\$223,999.15)	\$337,973.84					

Statement of Income and Expenses by Program

	**** CURRENT MONTH ****			**** YEAR TO DATE ****		
	REVENUE	EXPENSES	PROFIT/(LOSS)	REVENUE	EXPENSES	PROFIT/(LOSS)
<b>PROGRAM SERVICES</b>						
Case Management	\$36,459.82	\$34,590.01	\$1,869.81	\$36,459.82	\$34,590.01	\$1,869.81
Family Support	7,566.11	4,380.87	3,185.24	7,566.11	4,380.87	3,185.24
SEP Services						
Total Program Services	44,025.93	38,970.88	5,055.05	44,025.93	38,970.88	5,055.05
<b>ADULT SERVICES</b>						
<b>COMPREHENSIVE SERVICES</b>						
Fremont County						
Washington	33,687.42	33,184.35	503.07	33,687.42	33,184.35	503.07
Northstar	41,166.17	32,897.42	8,268.75	41,166.17	32,897.42	8,268.75
Penrose Place	45,609.71	32,413.70	13,196.01	45,609.71	32,413.70	13,196.01
PCA	263,435.36	220,029.56	43,405.80	263,435.36	220,029.56	43,405.80
Day Services	118,242.34	121,415.21	(3,172.87)	118,242.34	121,415.21	(3,172.87)
Supported Employment	10,341.76	8,275.75	2,066.01	10,341.76	8,275.75	2,066.01
Fremont Transportation		15,745.92	(15,745.92)		15,745.92	(15,745.92)
Fremont Indirects	25.00	36,817.49	(36,792.49)	25.00	36,817.49	(36,792.49)
Total Fremont County	512,507.76	500,779.40	11,728.36	512,507.76	500,779.40	11,728.36
Chaffee County						
E Street	29,473.85	33,183.03	(3,709.18)	29,473.85	33,183.03	(3,709.18)
PCA	82,636.35	46,174.26	36,462.09	82,636.35	46,174.26	36,462.09
Day Services	33,129.35	39,670.87	(6,541.52)	33,129.35	39,670.87	(6,541.52)
Chaffee Transportation		4,971.88	(4,971.88)		4,971.88	(4,971.88)
Chaffee Indirects		27,403.74	(27,403.74)		27,403.74	(27,403.74)
Total Chaffee County	145,239.55	151,403.78	(6,164.23)	145,239.55	151,403.78	(6,164.23)
DDRC						
Aaronmoor	39,821.41	37,699.65	2,121.76	39,821.41	37,699.65	2,121.76
Erinkay	55,720.22	33,895.05	21,825.17	55,720.22	33,895.05	21,825.17
PCA-Jeffco	38,057.27	25,463.58	12,593.69	38,057.27	25,463.58	12,593.69
Total DDRC	133,598.90	97,058.28	36,540.62	133,598.90	97,058.28	36,540.62
RMHS						
Anchorage	26,449.18	28,373.44	(1,924.26)	26,449.18	28,373.44	(1,924.26)
PCA-Denver						
Total RMHS	26,449.18	28,373.44	(1,924.26)	26,449.18	28,373.44	(1,924.26)
Developmental Pathways						
Pathways PCA						
Denver Transportation		2,108.17	(2,108.17)		2,108.17	(2,108.17)
Denver Indirects		19,191.10	(19,191.10)		19,191.10	(19,191.10)
Total Pathways		21,299.27	(21,299.27)		21,299.27	(21,299.27)
TOTAL COMPREHENSIVE SERVICES	817,795.39	798,914.17	18,881.22	817,795.39	798,914.17	18,881.22

**Statement of Income and Expenses by Program**  
07/31/18

\*\*\*\* CURRENT MONTH \*\*\*\*

\*\*\*\* YEAR TO DATE \*\*\*\*

	REVENUE	EXPENSES	PROFIT/(LOSS)	REVENUE	EXPENSES	PROFIT/(LOSS)
<b>SUPPORTED LIVING SERVICES</b>						
SLS - Waiver						
Fremont	40,557.70	30,221.68	10,336.02	40,557.70	30,221.68	10,336.02
Chaffee	18,061.61	14,620.91	3,440.70	18,061.61	14,620.91	3,440.70
Jeffco						
Total SLS Waiver	58,619.31	44,842.59	13,776.72	58,619.31	44,842.59	13,776.72
<b>SLS - State</b>						
Fremont	8,179.37	2,540.81	5,638.56	8,179.37	2,540.81	5,638.56
Chaffee	1,089.45	1,059.95	29.50	1,089.45	1,059.95	29.50
Total SLS State	9,268.82	3,600.76	5,668.06	9,268.82	3,600.76	5,668.06
TOTAL ADULT SERVICES	885,683.52	847,357.52	38,326.00	885,683.52	847,357.52	38,326.00
<b>CHILDREN &amp; FAMILY SERVICES</b>						
Early Intervention	37,074.15	42,848.48	(5,774.33)	37,074.15	42,848.48	(5,774.33)
Part C		346.53	(346.53)		346.53	(346.53)
SPIN Preschool Fremont	31,261.77	36,952.73	(5,690.96)	31,261.77	36,952.73	(5,690.96)
Infant Room		14,773.24	(14,773.24)		14,773.24	(14,773.24)
SPIN - NORTH SIDE	21,814.81	37,368.15	(15,553.34)	21,814.81	37,368.15	(15,553.34)
Special Education		68.70	(68.70)		68.70	(68.70)
TOTAL CHILDRENS & FAMILY SUPPORT SERVICES	90,150.73	132,357.83	(42,207.10)	90,150.73	132,357.83	(42,207.10)
<b>FIRST STEPS/FAMILY CENTER</b>						
TCHF		2,762.56	(2,762.56)		2,762.56	(2,762.56)
TGYS	2,067.46	2,554.87	(487.41)	2,067.46	2,554.87	(487.41)
Family Center-Other	35,638.56	19,393.21	16,245.35	35,638.56	19,393.21	16,245.35
TOTAL FIRST STEPS	37,706.02	24,710.64	12,995.38	37,706.02	24,710.64	12,995.38
<b>EARLY HEADSTART</b>						
Administration	2,252.09	3,911.00	(1,658.91)	2,252.09	3,911.00	(1,658.91)
Program	46,292.40	62,207.54	(15,915.14)	46,292.40	62,207.54	(15,915.14)
EHS ARRA/Quality Grant						
EHS Expansion Grant						
TOTAL EARLY HEADSTART	48,544.49	66,118.54	(17,574.05)	48,544.49	66,118.54	(17,574.05)
TOTAL CHILDREN & FAMILY SERVICES	176,401.24	223,187.01	(46,785.77)	176,401.24	223,187.01	(46,785.77)
TOTAL PROGRAM SERVICES	1,106,110.69	1,109,515.41	(3,404.72)	1,106,110.69	1,109,515.41	(3,404.72)
<b>SUPPORTING SERVICES</b>						
Management & General	6,106.40	75,408.80	(69,302.40)	6,106.40	75,408.80	(69,302.40)
Development	409.25	4,926.54	(4,517.29)	409.25	4,926.54	(4,517.29)
Non-Business Related						
TOTAL SUPPORTING SERVICES	6,515.65	80,335.34	(73,819.69)	6,515.65	80,335.34	(73,819.69)
COMPANY TOTALS	\$1,112,626.34	\$1,189,850.75	(\$77,224.41)	\$1,112,626.34	\$1,189,850.75	(\$77,224.41)

# EHS Board of Directors and PC Monthly Report

Month: October 2018

1) **EHS Enrollment:**

Enrollment: 75 Center-Based 10 Home-Based 60 Waiting List —this includes some from 101-130% Category 15  
Pregnant Women: 5

2) **Number of EHS children receiving EI services= 11**

3) **Attendance for Center-based Option: 95%**

4) **(CACFP) Food program reimbursement: 16 x \$3.56 = \$56.96**

5) **Socialization- Cognitive:**

October 9, 2018 Socialization was held at the Spin, food was provided by Spin for 12 adults and 13 EHS and 3 siblings.

October 25, 2018 Socialization was held at the Abbey Field House during Fall Festival. A healthy snack was purchased at City Market @ \$33.96 and Andrews @ \$88.19 for 26 adult, 23 EHS and 20 siblings.

6) **EHS Credit Card Purchases all booked on 10/15/18 :**

DATE	COMPANY	GL ACCOUNT	DESCRIPTION	AMOUNT
10/5/2018	Datakeeper Technologies	85100-321	T & TA- Dues & Publications	\$ 650.00
10/8/2018	Walmart	71100-321	Diapers and wipes	\$213.61
			<b>TOTAL</b>	<b>\$ 863.61</b>

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

IM(Information memorandum): Enhancing Father Engagement



# EHS Board of Directors and PC Monthly Report

Month: November 2018

1) **EHS Enrollment:**

Enrollment: 74 Center-Based 10 Home-Based 59 Waiting List —this includes some from 101-130% Category 8

Pregnant Women: 5

2) **Number of EHS children receiving EI services= 12**

3) **Attendance for Center-based Option: 95%**

4) **(CACFP) Food program reimbursement: 16 x \$3.56 = \$56.96**

5) **Socialization-Focus Physical**

6) November 6, 2018 Socialization was held at the Family Center, food was provided by Spin for 10 adult and 9 EHS children and 2 siblings.

November 13, 2018 Socialization was held at the Event Center on Main, food was purchased from Pizza Madness Catering @ \$325.00 for 17 adults and 13 EHS children and 5 sibling

7) **EHS Credit Card Purchases all booked on 11/15/18 :**

DATE	COMPANY	GL ACCOUNT	DESCRIPTION	AMOUNT
11/5/2018	Walmart	65250-321	Supplies	\$ 187.39
11/6/2018	Bingo Burger & Pub	85200-321	T & TA-Staff Training	\$ 128.69
11/7/2018	Walmart	63500-321	Education Supplies	\$ 52.24
11/7/2018	Walmart	65100-321	Appetizers-for Training Day	\$ 67.68
11/8/2018	St. Thomas More		T&TA Staff Training	\$ 101.32
11/13/2018	Amazon	71100-321	Monthly Planners	\$ 159.80
11/13/2018	Beyond Madness		Socialization Dinner	\$ 325.00
11/14/2018	Walgreens	71100-321	Supplies Paper Towels	\$ 28.85
11/19/2018	Beyond Madness		Policy Council Dinner	\$ 200.00
11/28/2018	Parents as Teachers		Recertification for HV	\$ 240.00
11/28/2018	Parents as Teachers		Recertification for HV	\$ 290.40
11/29/2018	Walmart	63500-321	Education Supplies	\$ 29.69
11/29/2018	Walmart	65100-321	EHS Socialization	\$ 58.85
			TOTAL	\$1,869.91

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

Program Instruction: FY 2019 Head Start Funding Increase of 1.77 % cost of living adjustment for existing grantees in March 2019.





**FIRST STEPS EARLY HEAD START INDIVIDUALIZED FAMILY  
PARTNERSHIP AGREEMENT  
CUSTOMIZED FAMILY SERVICE PACKAGE  
FOR CENTER-BASED SERVICES**

In order for EHS to be most beneficial to you, your input is important. You have enrolled in Early Head Start’s center-based services at SPIN. This is your opportunity to select the services that you want to receive in addition to First Steps Early Head Start’s center-based childcare. Below is a list of all the services available through the First Steps Early Head Start Program.

**Program Requirements Include:**

- Annual Developmental Screening, including vision and hearing
- Annual Lead Testing
- Dental Screening (Every 6 Months)
- Up to date Well Child Checks (WCC)

**Basic Center-Based Services: Performance Standards, Title 45, CFR, 1302.21(c)(1)**

<b>Minimum of 28 hours per week for 52 weeks ( total 1380 annual hours)</b>	
<b>1 1/2hr. Home Visits, 2 times per year by child’s primary care provider</b>	
<b>Early Intervention Services</b>	<b>(if applicable)</b>

**ADDITIONAL BENEFITS OF THE EARLY HEAD START PROGRAM:**

- Volunteer Opportunities
- Committee Opportunities
- Parent Workshops
- Car Seat Safety Checks
- Family/Community Fun Events
- Weekly Playgroups
- Social/Emotional parent-child support visits
- Monthly Home Visits with First Steps Parent as Teachers

## RESPONSIBILITIES OF STAFF AND EHS FAMILY PARTICIPANTS

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### EHS staff role is:

- Prior to completing this family partnership process, EHS staff will let you know about their **role and your family's role in this partnership as well as the comprehensive services available from EHS.**
- Provide **resource coordination** and support to help you access needed services for your child and family.

### SPIN Primary Care Provider's role is:

- Provide you with **interesting and helpful** information regarding each of your child's developmental stage.
- Provide loving Care for your child while they are at SPIN, which meets Head Start Performance Standards.
- Show you **easy and rewarding** ways on how to increase observations about your child's development and behavior.
- Share with you **fun and age appropriate activities** for your child.
- **Support** you in being your child's **first and most important teacher.**
- **Keep regularly scheduled appointments**, let you know **ahead of time** when a cancellation is necessary, and propose a **make-up date.**
- **Participate** in daily check-in with family

### Family's role is:

- Meet your needs by securing funds from other agencies.
- Be **available** for the scheduled two times per year home visits.
- **Communicate** with SPIN and EHS staff so the EHS program can provide the best services to you and your child.
- **Follow up** on agreed activities such as well-child check ups, developmental screenings, etc.
- **Attend** Parent-Center Committee Meetings.
- **Keep regularly scheduled appointments**, let staff know **ahead of time** when a cancellation is necessary, and propose a **make-up date.**
- **Participate** in daily check-in with teacher.

SPIN has a system that can assist you to become an active participant in your child's services. Your child's Primary Care Provider at SPIN will create a plan of chosen activities for you and your child to enjoy and will provide you with a calendar on which to record those activities. When you work on these activities, you are helping your child's developmental progress and helping the program meet its non-federal match requirements.

**The First Steps Early Head Start and SPIN Staff and our families will be working together to provide the child/children with the best possible start in life. To do this, we will: be respectful; communicate ideas; share resources; maintain confidentiality; work as a team and abide by the EHS Code of Conduct as well as SPIN policies and procedures.**

**We realize that the staff and our families are making a commitment to the First Steps Early Head Start Program and that if either of us cannot fulfill this commitment, we will meet to revise the service package. As partners we will communicate ideas and concerns and provide positive feedback**

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**PLEASE CIRCLE ONE: Do you have any service package with another agency in the community? Yes No**

**If so, may we obtain a release to work with that agency? Yes No**

**By signing this service package you are giving your consent for Mental Health and Early Intervention services (if applicable)**

Parent/ Guardian \_\_\_\_\_ Date \_\_\_\_\_

Parent/ Guardian \_\_\_\_\_ Date \_\_\_\_\_

SPIN Staff \_\_\_\_\_ Date \_\_\_\_\_

EHS Service Coordinator \_\_\_\_\_ Date \_\_\_\_\_

Adopted 04-05-9 Latest  
Reference 1302.21(c)(l)  
Revised: 11/29/11, 4/9/14, 4/30/15, 10/11/16, 12/12/18BJA

PC Approval: 3/9/05, 5/21/15, 12/17/18  
Board Approval: 5/28/15, 1/24/19



**FIRST STEPS EARLY HEAD START INDIVIDUALIZED FAMILY PARTNERSHIP AGREEMENT  
CUSTOMIZED FAMILY SERVICE PACKAGE  
For Home-based Services**

**In order for EHS to be most beneficial to you, your input is important. This is your opportunity to select the services that you want to receive from First Steps Early Head Start. Below is a list of all the home-based services available through the First Steps Early Head Start Program.**

**Program Requirements Include:**

- Annual Developmental Screening, including vision and hearing
- Annual Lead testing
- Socialization Attendance
- Dental screening (Every 6 months)
- Up to date Well Child Checks (WCC)
- Monthly STEAM Visit may include: Science, Technology, Engineering, Art/Agriculture and Math Activities

<b>Service Package #1 – Home-based Services</b>
(46) Weekly Home Visits per year
(2) Family socializations per month
Other _____
Comments:

<b>*Service Package #2-Early Head Start/ Early Intervention</b>
(46) Weekly Home Visits per year
Early Intervention visits per child’s IFSP
(2) Family socializations/ month
Other: _____
Comments:

**\*For children with an active IFSP**

<b>Service Package #3 –Pregnant Woman</b>
Prenatal Home Visits per month
Other
Comments:

**Choose the above package of your choice and fill in other choices with the help of your Home Visitor to meet the EHS requirement. Choices include the following. Comments are welcome.**

**ADDITIONAL BENEFITS OF THE EARLY HEAD START PROGRAM:**

- **Volunteer Opportunities**
- **Committee Opportunities**
- **Parent Workshops**
- **Car Seat Safety Checks**
- **Family/Community Fun Events**
- **Weekly Playgroups**
- **Social/Emotional parent-child support visits**

**RESPONSIBILITIES OF STAFF AND EHS FAMILY PARTICIPANTS:**

**The Home Visitor's role is to:**

- \*Prior to completing this process, the Home Visitor will let you know about **her role and your family's role in this partnership.**
- \*Provide you with **interesting and helpful** information regarding each of your child's developmental stages.
- \*Show you **easy and rewarding** ways on how to increase observations about your child's development and behavior.
- \*Share with you **fun and age appropriate activities** for your child.
- \***Support** you in being your child's **first and most important teacher.**
- \***Keep regularly scheduled appointments,** let you know **ahead of time** when a cancellation is necessary, and propose a **make-up date.**
- \***Provide** ongoing assessment information using Teaching Strategies GOLD and share with family following 3 annual checkpoints.

**The Family's role is to:**

- \*Be **available** for the scheduled home visit, child awake and ready to have **FUN**
- \***Focus** on your child and **join** the Home Visitor during home visits.
- \***Follow up** on the agreed weekly activities.
- \***Support** the child throughout all the activities.
- \***Keep regularly scheduled appointments**, let the Home Visitor know **ahead of time** when a cancellation is necessary, and propose a **make-up date**.
- \***Provide** observation information for ongoing assessment of child.

**Your Home Visitor has a system that can assist you to re-visit the information/ activities introduced throughout the week. During each visit, you and your Home Visitor will create a plan of chosen activities for you and your child to enjoy. Your Home Visitor will provide you with a calendar on which to record those activities. When you work on these activities, you are helping your child's developmental progress and helping the program meet its non-federal match requirements.**

**The First Steps Early Head Start Staff and our family will be working together to provide my child/children with the best possible start in life. To do this we will: be respectful; communicate ideas; share resources; maintain confidentiality; work as a team and abide by the EHS Code of Conduct.**

**We realize that the staff and our family is making a commitment to the First Steps Early Head Start Program and that if either of us cannot fulfill this commitment, we will meet to revise the service package. As partners we will communicate ideas and concerns and provide positive feedback. Home visitors receive ongoing consultation from an Infant/Toddler behavior specialist on the best practices to address challenging behaviors.**

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**PLEASE CIRCLE ONE: Do you have any service package with another agency in the community? Yes No**

**If so, may we obtain a release to work with that agency? Yes No**

**By signing this service package you are giving your consent for Mental Health and Early Intervention services (if applicable)**

Parent/ Guardian \_\_\_\_\_ Date \_\_\_\_\_

Parent/ Guardian \_\_\_\_\_ Date \_\_\_\_\_

Home Visitor \_\_\_\_\_ Date \_\_\_\_\_

Reference 1302.22(c)(1)

Adopted: 4-5-99

Revised: 11/29/12,4/9/14, 4/30/15,10/11/16, 12/6/18

PC Approval: 03-09-05, 5/21/15, 12/8/16,12/17/18

Board Approval: 5/28/15, 12/8/16, 1/24/19



EHS Selection Criteria/Stress Indicator List

Family Name: \_\_\_\_\_ Date: \_\_\_\_\_

The First Steps Early Head Start program is limited to serving 75 children and/or pregnant woman. The Selection Criteria list is used to rank the level of need on our waiting list, as well as identify the types of services needed by EHS families. Homelessness/foster care moves a child up to the top of the waiting list, and makes them categorically eligible for the program.

**1 POINT EACH:**

- \_\_\_ No Phone
- \_\_\_ Three or more children under the age of five
- \_\_\_ Little or no extended family
- \_\_\_ One parent not employed
- \_\_\_ Currently living in the home of friends or family
- \_\_\_ Foster child (parents)
- \_\_\_ Transportation difficulties
- \_\_\_ Live in isolated area
- \_\_\_ Step-parent
- \_\_\_ Parents are in need of child care ( ≥ 20 hrs. per week)
- \_\_\_ Child's age 2-3 years
- \_\_\_ 100%-130% income (current annual HHS poverty guideline)
- \_\_\_ Other

**2 POINTS EACH:**

- \_\_\_ English is a second language or does not speak English at all
- \_\_\_ Parent who is in jail or prison
- \_\_\_ Pregnant woman with child/children under two years old
- \_\_\_ Parents utilizing counseling services
- \_\_\_ Child's age 1-2 years
- \_\_\_ Other

**3 POINTS EACH:**

- \_\_\_ A child with long term medical problems
- \_\_\_ Child with a premature birth
- \_\_\_ Single parent
- \_\_\_ Primary caregiver did not finish High School
- \_\_\_ Teen mom (became pregnant in teens)
- \_\_\_ Family previously enrolled in EHS
- \_\_\_ Child's age 0-1 year
- \_\_\_ Income 76-100% (current annual HHS poverty guideline)
- \_\_\_ Both Parents Unemployed
- \_\_\_ Other

**5 POINTS EACH:**

- \_\_\_ Parents with a chronic mental or physical illness or special education need
- \_\_\_ Currently a victim of domestic violence
- \_\_\_ Child has been a victim of abuse or neglect
- \_\_\_ A child with Special Education needs or developmental delays
- \_\_\_ Child is currently in or has been returned from out of home placement
- \_\_\_ Foster Care (applicant is foster parent)
- \_\_\_ Homeless (priority) See eligibility guidelines
- \_\_\_ Income Up to 75%(current annual HHS poverty guideline)
- \_\_\_ Enrolling as a Prenatal woman
- \_\_\_ Other

\_\_\_ **TOTAL POINTS**

**Parent Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**EHS Staff Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Dear Foundation Board Members,

My name is Sandy Mullins and it would be a privilege to be considered for a position as a Board Member on the Starpoint Foundation. My involvement with Starpoint began in 1997 when I was hired as a receptionist for the Administration office of Developmental Opportunities. I quickly developed an appreciation for the programs we provided and a fondness for the consumers we serve.

Throughout my many years of employment with Developmental Opportunities and later with Starpoint, I developed an understanding of the agency's mission and I served on several committees. Many were planning committees for special events and fund raisers. I feel I would be a great asset to the Foundation Board as I can be creative and take on challenging tasks. I enjoy working as a team toward a common goal. I have offered my time and talents to many events and projects for Starpoint including Casino Nights, annual Winterfest gatherings, annual staff and consumer picnics, Starpoint-opoly, the 40th Anniversary Celebration, Gathering in Gratitude and Night to Shine.

After much consideration I ended my employment with Starpoint in June 2018 to pursue an opportunity for my husband Jeff and I to become local business owners. Commstar Alarms is a small family business providing Personal Emergency Response Systems and Medication Reminders to people across Southern Colorado. I'm happy to own a business that provides much needed services to the elderly and disabled community. But my heart still belongs to Starpoint. I believe in the work that is done by this agency and I would still like to be involved in supporting my Starpoint family.

Thank you for your consideration. I look forward to your decision.

Sincerely,

Sandy Mullins

**STARPOINT'S ANNUAL GATHERING IN GRATITUDE**

**March 16, 2019**

**From 6:00 PM—9:00 PM**

**Baker's Residence**

**131 W. Main**

**Florence, CO 81226**

**Live Auction!**

**Heavy hors d' oeuvres**

**Catered by Beyond Madness**

**Join us for a night of laughter, adult beverages, good food, and good friends. All for a GOOD CAUSE!**

**Contact Mary Yang with any questions**

**(719) 661-7600 \$30 per person or \$55 per couple.**

