



Serving Fremont, Chaffee and Custer Counties
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Bryana Marsicano, Chief Executive Officer

**Starpoint
Board of Directors Meeting
January 20th, 2022 at 6:00 PM**

Held at the Starpoint Admin Building and via Zoom

<https://us02web.zoom.us/j/2688256018?pwd=Z01yeIFZQWNPcnFKNURscIRSSjlvdz09>

Meeting ID: 268 825 6018

Passcode: 222222

Meeting Agenda

- | | |
|---|-------------------------|
| ○ Call to Order | Board President |
| ○ Introduction of Guests and Public Comments | Board President |
| ○ Action Item – Review and acceptance of
December Meeting Minutes | Secretary |
| ○ Report - 2019-2020 Audit Report | EideBailly |
| ○ Report – Financials | Colette Martin |
| ○ Report – Chief Executive Officer Report and Updates | Bryana Marsicano |
| ○ Report - Early Head Start – Board Report | Bryana Marsicano |
| ○ Adjourn | Board President |

STARPOINT

Enriching Lives Realizing Dreams

**STARPOINT
BOARD OF DIRECTORS MEETING
Thursday, December 9, 2021**

Board Chairperson, Annette Nimmo called the regular Starpoint Board of Directors meeting to order at 6:09 PM. Those in attendance and constituting a quorum were:

Fremont County Board members present Janet Trujillo, Annette Nimmo, Linda Bay, Mitch McCartney, Amy Schmisser, and Charlene Swedlund.

Chaffee County board members present: Katy Grether, Brenda Heckel, Terry Prewitt, Dustin Hughes, and Danielle Frost.

Others present in person: Bryana Marsicano, Jody Berg, Kathy Kennedy, Brenda Aguirre, and Jami Roy. Laura Gardner, legal counsel to the board.

INTRODUCTION OF GUESTS AND PUBLIC COMMENTS

Kathy Kennedy, Starpoint Family Resource Center Coordinator

Mark Plummer, person receiving services who expressed interest in serving on the board.

MINUTES OF THE PREVIOUS MEETING

MOTION by Amy Schmisser:

Move to approve the minutes of the October 28, 2021 meeting with changes.

Seconded by Janet Trujillo and carried without dissent.

FINANCIALS

Bryana Marsicano reported that there were no financials to review. Bryana provided the board with bank balances of all accounts. She updated the board that the audit is now in draft and will be presented at the January meeting. She also reported that the PPP loan forgiveness has been submitted. We have made three payments to date.

CHIEF EXECUTIVE OFFICER REPORT AND PROGRAM UPDATES NOVEMBER 2021

Bryana reviewed the report she provided the board covering the following:

1. Legislative Updates
2. COVID Updates
3. LEC Building Sale – We have signed an offer for \$420,000. We are waiting on an environmental study to be completed. Looking at closing at the end of January.
4. Starpoint Program Updates
 - A. Finance
 - B. Human Resources

- C. Case Management SEP and CCB
- D. Fremont Adult Services
- E. Chaffee Adult Services
- F. Children and Family Services.

The Board reviewed the revised By-laws and Articles of Incorporation as presented by Laura Gardner, legal counsel to the Board.

MOTION by Annette Nimmo:

Move to accept the Articles of Incorporation as amended.

Seconded by Charlene Swedlund and carried without dissent.

MOTION by Janet Trujillo:

Move to accept the By-laws as amended.

Seconded by Mitch McCartney and carried without dissent.

The Board discussed and motioned to elect a new slate of officers.

MOTION by Janet Trujillo:

Move to accept a new slate officers.

Danielle Frost - Board Chairperson, term expires 12/2023

Brenda Heckel - Vice Chairperson, term expires 12/2023

Annette Nimmo - Secretary, term expires 12/2023

Annette Nimmo - interim Treasurer

Seconded by Mitch McCartney and carried without dissent.

MOTION by Brenda Heckel:

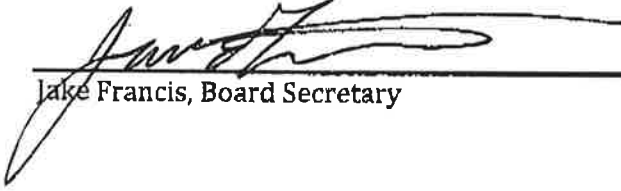
Move to accept Mark Plummer as a new board member.

Seconded by Katy Grether and carried without dissent.

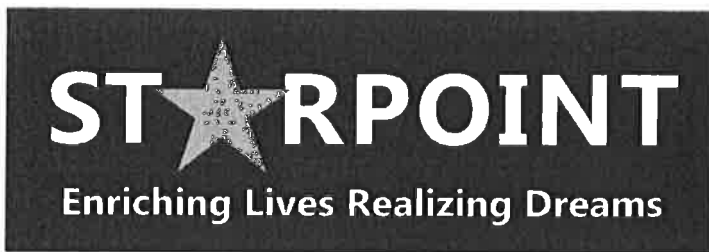
ADJOURNED

Chairperson, Annette Nimmo adjourned the regular Starpoint Board of Directors meeting at 7:22 PM.

The next meeting will be on January 20, 2022.



Jake Francis, Board Secretary



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Bryana Marsicano, Chief Executive Officer

- **Report – Chief Executive Officer Report and Program Updates January 2022**
 - **Legislative/State updates**
 - ✓ Legislative Session has begun! Alliance has started to share potential Bills through their review committee and will keep us updated on any that we need to watch closely and provide input on.
 - ✓ I've been appointed by Alec Garnett, Speaker of the Colorado House of Representatives, as a representative to the Medicaid Provider Rate Review Advisory Committee. This will allow a rural voice to the Medicaid Provider rates and make critical connections as we move toward Conflict Free Case Management and Rural Provider sustainability.
 - **COVID Updates**
 - ✓ We have implemented the vaccine mandate at the SPIN center and the licensed group homes as their regulations require it.
 - ✓ We continue to mandate mask wearing for all staff within our programs as several of our programs require this.
 - ✓ Implementing the vaccine mandates has encouraged several staff to get vaccinated or obtain their booster shots.
 - ✓ We do have a handful of exemption requests that will be reviewed shortly.
 - ✓ We still have several staff throughout the agency that are out at various times due to testing positive for COVID-19 and are working through extreme staffing shortages in programs.
 - **LEC Building Sale Update**
 - ✓ This property continues to be under contract. We are getting an estimate for roof repairs and asbestos mitigation. There is asbestos in a small portion of the tiles of the building but not throughout as was anticipated.

○ **Starpoint Program Updates**

✓ **Finances** – Officially received PPP Loan forgiveness for the full amount of the original loan. Bryana met with US Bank earlier this month and we anticipate a deposit back to our accounts of the first three payments that we made on the loan. Colette and her team spent a significant amount of time pulling the necessary information and supporting documentation for this loan so that we could receive forgiveness for the full amount and we are grateful for their hard work. We are currently hiring for the Starpoint receptionist position. We will incorporate the necessary accounting tasks into the position so that the accounting department has the additional supports to ensure financial controls are met.

✓ **HR** – Jami has been tasked with some large goals for recruiting and hiring in Salida. She will be doing outreach to the Chamber of Commerce, local clubs (Rotary, Elks, and Lions etc.), Churches and more to recruit staff for the Salida residential and day program services. I've asked her to recruit and hire at least 4 staff in the Salida office by the end of February. This will also allow Jami to be available to the Salida staff for additional support during these understaffed times. Jami is also working on recruiting for the various professional positions we have open at this time as candidates have been sparse.

With the OHEA vaccine mandate for employers of 100 or more being shut down by the Supreme Court we are educating all employees on what that means for our agency. We will only mandate the vaccine in the programs whose governing agencies require it (Currently EHS and Group homes). We will strongly encourage staff in all other programs to get vaccinated and/or test regularly to prevent the spread of COVID-19 within our agency.

As you will note in the next sections we will have lost 6 Directors in the last 6 months to a year for various reasons, and will be or have recently hired to these critical leadership positions. This will be a huge shift for the agency and I'm working with Jami and the staff to make this stressful time a positive opportunity for growth, input from staff on changes they have wanted to see, and a chance to bring in additional talents to our agency.

✓ **Case Management (SEP and CCB)** – Bryana has established a training contract with Rocky Mountain Human Services for the new SEP case managers and Rebecca, the new Director. This will allow for ongoing training and Technical assistance. Rebecca is working on establishing relationships with local providers and DHS. Many processes have been backlogged as we had complete turnover in the department and are catching up. She is establishing new practices or reintroducing established ones that supported communication between agencies.

Erica, the CCB CM Director, has decided to go back to school at this time. She will step down to a case management position to allow her additional time for her studies. We will be posting for the CCB CM Director position this week.

We continue to work with HCPF to discuss the Conflict free case management changes that are on the horizon. Prior to 2024 we will need to make important strategic decisions regarding separating Case Management from our provider services and all the details of that decision.

- ✓ **Fremont County Adult Services** – The \$15.00 starting wage was implemented January 1st. We have seen an increase in applicants and they are showing up for interviews. We continue to experience staff shortages and are making necessary adjustments daily to cover the critical areas of the supports. We are also responding to RFPs (requests for Placements) to fill the open beds in our Penrose group home. Once it is fully staffed we can bring in two new clients that are seeking residential services. Day program is open for limited times and we are attempting to serve as many clients as our staffing patterns safely allow. As we hire additional staff we will increase these services.
- ✓ **Chaffee County Adult Services**– The Salida center continues to be significantly and negatively impacted by COVID-19 and the lasting impacts due to the workforce shortage. Bonnie continues to work in the Salida office two days per week at this time to organize and set a strong structure. Though we hired a Residential and Day program manager to start in December, only the residential manger showed up for Orientation. Her name is Ryann and she has been working closely with Bonnie to learn her job duties. Staffing continues to be critically low and several staff are working significant amounts of overtime just to cover the basic residential services. The increased starting wages and robust benefits package have not brought in more applicants at this time and the staff that we do currently have are exhausted and some have put in their notices. Jami will be spending significant amounts of time in Salida for recruiting, hiring and overall staff support. If you are by the Salida office, be sure to stop in and thank the staff that are working so very hard. Any additional kudos and appreciation for their work is valued and goes a long way!
- ✓ **Children and Family Services** – With Brenda’s retirement we took the opportunity to make changes to the children’s services organizational structure. We will now have an Early Head Start Manager, Family Center Manager and Childcare manager. These are all positions that we already had established, but will allow for them to have more insight and control over their programs and budgets. I’ll meet with each manager monthly to review financials and program goals so that we have clear goals and a strategic direction established for each area. We have one internal applicant for Brenda’s position (which will now be the EHS manager position) and no external applicants that meet the qualifications or have relevant experience. Sadie Swisher, the current Early Head Start Health and Safety Manager, will step in as interim Director until interview and selection can be made for the position. We are also submitting for Childcare stabilization grants that are newly available. Our Childcare center may qualify and we will request the full amount. This will help to be able to

pay staff for the time that we have to close the center at various times due to COVID-19 and support us in keeping the childcare open for families.

- ✓ **Early Intervention** – After 16 years with Starpoint, Jody has accepted a new Early Intervention position at the State of Colorado and her last day at Starpoint will be February 3rd. Now that the pandemic has allowed state employees to work from home, this has opened up opportunities for Jody that were not previously an option. Thankfully, Dustin Elliott, who has been an Early Intervention Provider for 4 years with Starpoint has accepted the EI Director position and will begin transitioning this week and training with Jody until her last day. Early Intervention has several significant changes coming up including an RFP process for Early Intervention evaluations. We are anticipating responding to the RFP to procure the ability to continue with the evaluations in our area as we have done in the past through the school district.

- ✓ **Starpoint Foundation** – The “Not Gathering” letter in Salida was another success bringing in about \$10,350! We have such great support in that community. We discussed potentially using some of this for school/certificate reimbursement for staff as another perk to bring them in as employees. We will also pay a balance at the local pool and bowling alley so that Starpoint consumers can access these businesses and the costs are paid for. In Canon City, the committee is busy planning a Spring/Summer Mad Hatter Tea Party event in Macon Plaza for the consumers as the ‘Night to Shine’ event has again been canceled due to continuing spread of COVID-19. Mary has also collaborated with the Colfax Marathon in Denver as a Charity partner. If 20 individuals sign up for the race and choose Starpoint as their charity we will get significant exposure for our Rim 2 Rim race and will also receive donations from the race. We hope this charity partnership will continue for several years.

EHS Board of Directors and PC Monthly Report

Month: November 2021

1) EHS Enrollment: 53

Center-Based: 8

Home-Based: 40

Pregnant Women: 5

Waiting List —this includes some from 101-130% income category: 2

2) Number of EHS children receiving EI services: 8

3) Attendance for Center-based Option: 81%

4) (CACFP) Food program reimbursement:

5) Socialization Focus-Physical:

November 2, 2021 Socialization (Circle Time Songs) was held at the Pregnancy Center. Food from Spin was provided for 2 adults, 2 EHS children and 1 sibling

November 16, 2021 Socialization was Thanksgiving Dinner-Cancelled

6) EHS Credit Card Purchases all booked on 11/15/2021:

DATE	COMPANY	DESCRIPTION	AMOUNT
10/7/21	Happy Apple Farm	socialization	\$ 60.31
10/7/21	Walmart	Food for socialization	\$ 71.90
10/7/21	Walmart	Diapers and wipes	\$111.95
10/7/21	Vistaprint	Signs for recruitment	\$112.05
10/21/21	Mirage trailers	Cabinet lock replacement	\$ 18.49
10/22/21	Sam's club	Food for socialization	\$ 40.52
		Total	\$415.22

Correspondence with the Regional Office: Monthly check in with Region VIII program specialist, Samantha Lyons on 10/14/21 @ 11:00. Program updates and grant check-in