



Upper Arkansas Area Council of Governments
3224 Independence Road, Suite A, Canon City, CO. 81212
(719) 275-1675 Fax: (719) 275-2907
www.uaacog.com

Chaffee Custer Fremont Lake

AGENDA
UPPER ARKANSAS AREA COUNCIL OF GOVERNMENTS
(UAACOG)

Board of Directors Meeting 10/15/2025 10:00 AM
3224-A Independence Road, Canon City, Colorado
And Electronically via Teams

Call to Order

Chairman Wenzel noted that Dave would not be attending due to a personal emergency.

Roll Call, establishment of a Quorum

Buck Wenzel, Lucas Epps, Ryan Stevens,
Devin Rowe, P.T. Wood, Dana Green,
Andy Lee, Dwayne McFall,

Approval of Agenda with any modifications

Approved: Buck 1st, Lucas 2nd.

Review and Approval of Minutes from 08/20/2025 Board Meeting

Minutes approved. Buck 1st, Lucas 2nd.

Bank Statement Review

Mary Tinkcom reviewed the bank statement that was in the board packet. This included CSAFE accounts.

Manager's and Director's reports:

Safe Streets 4 All grant - Beth Lenz

Ms. Lenz was not present.

Housing - Michael Loyd

- Have negotiated and have the contract for Osborne, which is like Journey Home but is in Rocky Ford (CO).
- Laura training on reverse mortgage training as well as conducting bankruptcy classes.
- Self-Help housing is going great. Had an incident with a drunk driver hitting the trailer, which was parked at the self-help build. Have the police report and starting the insurance claim.
- Rehab grant is moving along.
- Jackie (Wolf) is doing a great job as loan specialist.
- Housing navigator program and we have a meeting on 10/23 with the city.
- Closing out HUD grants from 2021 and 2022. Will need to attend a commissioner meeting (public hearing 11/10/25).

Women Infants and Children-Jessica Rathke
 Numbers staying the same despite the (U.S. Government) shutdown. Right now, benefits as usual through October.

Central Colorado Area Agency on Aging
 (CCAAA)

- Hiring for assistant site coordinator.
- The building is near completion – anticipating completion for end of October. Will be close entire week of November 17th. Ribbon cutting will be January 9th at 1:00 p.m.
- Sold the old building. Transitioning out of that building as stated above.

Head Start - Chris Henager

- We have 95 Head Start children funded. Almost at full enrollment for our Head Start slots. We have 16 UPK seats. Will be asking for 4 additional seats.
- Asking for a waiver from the state due to not having enough pediatricians in Fremont County so children can get into

the program.

- Doing the grant process for 2027 year. Plan to submit a tentative budget at December board meeting.
- Shutdown is not affecting us as we are a July 1 program year.
- Beginning class review – which we have to do every 5 years. No longer doing in person so will be done via video tape. Will probably get results of assessments in January 2026.
- Septic system is a problem and looks like it will be between \$6k and \$10K to replace.
- Self-assessment plan is starting. Will use new federal monitoring protocols as well as locally made performance standards. There will be self-assessment meetings in January 2026. Self-assessment information will be shared and then will ask for approval from the Board in the February meeting.
- Motion for approving Chirs's self-assessment plan for calendar year 25-26. Lucas 1st and Buck 2nd. Unanimous consent.
- Chris presented a draft policy regarding Personal Health Information (PHI). The only people we would share information, other than the parent or guardian, will be the Office of Head Start or any regulatory agency. Motion to approve ???, Chairman Wenzel 2nd. Unanimous consent.
- Introduced Matthew, our policy council vice-chair.

Human Resources/DOLA Minigrants - Mary Tinkcom Action Item, consider extension of Grant EIF#9803 Minigrants

- Another delay in handbook. Working with Veronica and Karin to do an overhaul.
- Mini grants for 2023 have been caught up. Have updated spreadsheets for 2023 and 2024. Will be submitting another RFR request but can only do one at a time.
- Will need to request an extension for 2023 in order to have

Brookside complete their projects. Will submit a letter requesting the extension – Buck will sign.

Business Loan Fund and Enterprise Zone Administration - Dave Paul
Action Item, consider approval of Resolution for redesignation of
UAADC as a Community Based Development Organization-Economic
Development (CBDO-ED) *Requires adjournment as the UAACOG Board*

Board adjourned at 10:33 for the UADAC board meeting.

Adjourned the UADAC board.

Need to approve a resolution to move the program to a community based development organization for economic development. Nothing would change other than the ability to work harmoniously with federal and state partners.

??? 1st, Buck 2nd. Unanimous consent.

At this time there was a problem with “owl” in recording the meeting.

Adjourned the UADAC board and reconvened the UAACOG board meeting at 10:37.

Introductions of Veronica Vigil, new Finance Director and Karin Petrin, Karifin Partners.

- The 2023 audit is ready to proceed. The audit firm we engaged resigned last night and we are looking for a new audit firm.
- QuickBooks online was not designed for what the COG needs to do. So we are proposing using a system called Aplos, which is a true fund accounting system.
- Do need to bring boards attention to the Sarbanes-Oxley Act. The Board is personally responsible for the financial doings of the organization. Need to stress that.
- Reviewing Gusto as the payroll system going forward. There are compliance issues with how staff are recording their time so change the direction that was initially given.
- Directors will be training once the system is up and running.
- Revising the process for check processing and accounts payable.
- Reinstated bi-weekly Director meetings.
- All of 2025 transaction will be in Aplos.
- By June I hope to have all audits current.
- We are beginning the budget process and would like to have a draft budget to the Board for December approval.

Did a roll-call vote to approved Karin's contract. Need to ratify it. Chairman Wenzel 1st, Devein 2nd. Unanimous consent.

Dave wanted the board to know that there would be continuous information until another auditing firm is engaged.

In Beth's absence, Chairman Wenzel noted that we have secured the Safe Streets for all grant. Silver Cliff will be the anchor for the program, and we were able to get HUD accounts set-up.

Dave will give his Executive Director report by email.

New Business:

Need to do a board resolution 2024-14. This resolution is to clean up the multiple bank accounts and only have current people on the accounts.

Dwayne 1st, Buck 2nd. Unanimous consent.

Board member reports.

Recording stopped. After Board members reports meeting adjourned.

