

Upper Arkansas Area Council of Governments
Board of Directors Meeting Agenda—Hybrid Location—UAACOG Office/Zoom
June 29, 2022
10:00 a.m.

Call to Order: Buck called the meeting to order at 10:02 a.m.

Board members: Buck Wenzel, Jeff Fieldler, Dwayne McFall, Rusty Granzella,
Via Zoom, Kevin Day, Ryan Stevens, Devin Rowe, and Laurie Simonson

Staff: Heather Evans, Audrey Sandefur, Carol Gindro, JoBeth Palmer, Julie Peek, Vicky Casey, Chris Henager, Tom McConaghy, Michael Dalton, Jessica Rathke, and Kristy Brownfield

Guests: Meredith Marshall, OEDIT, Ron Goodrich

1) Consent Agenda – action item

- a. Minutes UAACOG Board of Directors meeting- 4-27-22
- b. Financial Statements
- c. Loan Reports
- d. COLA Adjustment Ratification
- e. New Head Start Director Ratification
- f. Emergency Response Plan Update

Rusty moved to approve the consent agenda, with a 2nd by Dwayne. No discussion. Motion approved.

2) Additions to the agenda

Meredith will be calling later this morning.

3) Program Managers Reports – Director’s overview of program manager’s reports

Heather reviewed a few of the program managers reports.

4) New Business

- a. Grants Navigator Specialist Position – informational, Heather and Meredith Marshall, Infrastructure Coordinator, OEDIT

Jeff felt that having additional capacity would be something to look for. Dwayne has concerns about the sustainability of this position going forward. Meredith feels confident that there will be future funding but not guaranteed. Rusty asked about the possibility contractors as hiring a person may not be easy at this time. She explained they cannot give recommendations. The rate of pay is \$70,000 plus \$30,000 for benefits. Heather explained that the actual budget would be \$116,000. Meredith explained that lowering the salaries or hours, remote work, etc. might have to be looked at. Contract basis does not promise additional years of pay. Buck asked about the time frame of the contract which are not set out yet. Jeff stated that in future years there could be a cost sharing agreement. Rusty stated that SCEDD might be able to be the grant writer. Buck asked about a boiler plate job description. Jeff asked about if the position could be divided to more than one person depending on their expertise. There is an infrastructure summit on July 11 with the hope to roll this out with a completion by the end of July to move forward. Heather stated this was an information item on the agenda, but should we move this to an action item to move forward or not. Heather will be attending the July 11 summit via zoom. Dwayne made a motion to continue the process the with a 2nd by Jeff to learn more about the funding. The board is talking about going with a contract basis rather than a hired employee to save on benefit. No further discussion. Motion approved.

- b. Introduce New Housing Director – informational, Michael Dalton
Mike introduced himself to the board.

- c. Audit – action item, Ron Goodrich

Ron thanked the board for the opportunity to provide services once again. Ron reviewed pages in the audit for the board. On pages 1, 2, and 3, will be the Independent Auditors Report outlining the responsibilities of the auditor and management. We did receive an unmodified opinion, which is the best we can get. The MD&A is compiled by Carol and gives a comparison from 2020 to 2021. The audit was shared on the screen as Ron explained the pages. Page 4 is the statement of net position/balance sheet listing the assets and the liabilities. There is a \$153,672 net position for the year. This year there is an internal material weakness that has been identified. The finding was due to a receivable and a payable reported in the financial statements for a Head Start bus purchase. A corrective action plan has been implemented.

Dwayne moved to accept the audit and thanks the staff and Ron for working on the audit with a 2nd by Jeff. No discussion. Motion approved.

- d. 990 Forms UAADS & UARSC – action items, Ron Goodrich
Ron presented the 990 for UAADC and the 990 EZ form for the Regional Service Council. Ron explained that the UAACOG board for these subsidiary entities and have the approval process.
Rusty moved to approve the 990's with a 2nd by Dwayne. No discussion. Motion approved.
- e. Head Start Annual Board Training – informational, JoBeth Palmer
JoBeth handed the board members a packet for the annual board training (was also in the emailed packet) which is a requirement of Head Start. The packet includes an organizational chart, vision, mission and belief statements, history fact sheet, table of contents for policies and procedures in place at Head Start (which are board has previously approved), governance and management responsibilities, program governance between the board and policy council, program governance glossary of documents and reports, and eligibility criteria.
- f. Head Start Eligibility Criteria – action item, JoBeth Palmer/Chris Henager
Chris explained the report submitted in the board packet which based on the income guidelines. This then goes on to explain a point system for these criteria to help with the determining eligibility. There is a 10% variance if a family is over-income that can be approved for enrollment. There are extra points for special needs and family types (foster, kinship, etc.) homelessness, snap benefits, siblings current or past enrolled, EHS enrollment, DHS referrals, parent education levels, parent 19 years and younger, Covid effects, etc. This year there is secondary criterion due to the expanded hours for 1020 hours of service time for the school year, which has come down from the Office of Head Start. This year there will be two classrooms that will have three extended hours each day. The staff felt they needed to have this point system if there were to be a lot of families wanting to take advantage of the extended day. Jeff asked how much flexibility we locally have versus what the federal criteria is. Chris explained that the income is federally mandated as well as age other than that the criteria is looked at locally.
Dwayne moved to approve the eligibility criteria with a 2nd by Jeff. No discussion. Motion approved.
- g. Hidden Benefit: WIC—informational Jessica Rathke
Jessica explained the story of a client to the board that the program has helped.

5) Old Business

- 6) Director's Report General Information – written report included in the packet
Using the remainder of the El Pomar funds for some building maintenance.
DOLA mini grants are now complete. We should be able to re-apply this fall.
UAADC loan committee—had not met much in the last couple of years.
Web site is being updated.
New Facebook page.
Thank you note from CSBG and Town of Westcliffe
UAACOG's parking lot—needs major repairs. Vicky obtained estimates ranging from \$25,000 to \$110,000.
New UAADC loan.

COVID funds have been distributed to area businesses.

7) County/Community Reports

- a. Custer County – Kevin Day
- b. Westcliffe/Silver Cliff – Buck Wenzel
Successful in obtaining \$400,000 for MMOF Funds.
Museum will not open by July 4 but hopefully by the end of July.
- c. Florence/Canon City – Ryan Stevens
Congratulations to Buck for the Sam Mamet Award for Good Governance.
- d. Lake County – Jeff Fiedler
Housing, working jointly with City for a joint Housing Authority and deed restrictions.
Out of County money are out competing local housing, short term rental cap, moratorium. Running a state bill in 2023 giving statutory authority for vacant 2nd homes charge a fee give primary residents a break and charge the 2nd home vacant homes. Need a designated revenue stream.
- e. Leadville – Greg Labbe
- f. Chaffee County – Rusty Granzella
Prevailed in an 8-year lawsuit.
Received \$750,000 DOLA grant for Northern EMS campus in BV
Approve an 8000-person concert in BV in September.
Salida airport purchase more land.
- g. Buena Vista – Devin Rowe
Seeing a lot of tourists.
Working on police station work, received \$600,000 DOLA grant.
Housing Development with Fading West, with phase 1 of 50 apartments phase 2 will be single homes.
- h. Fremont County – Dwayne McFall
ARPA funds still being spent.
\$150,000 DOLA grant zoning regulations.
Awarded a bid for a barn at path finder park for \$2 million.
- i. DOLA – Christy Doon

8) Adjourn Board meeting

Buck thanked JoBeth for her years of service and to enjoy her retirement.

Jeff moved to adjourn with a 2nd by Rusty. No discussion. Motion approved. Buck adjourned the meeting at 12:50 p.m.