

EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

COLORADO'S CENTRAL PLAINS



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EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES SEPTEMBER 6, 2023

Call to Order

Chairman Chris Richardson called the September 6, 2023, meeting of the ECCOG Board of Directors to order at 7:02 PM held in Limon at the Hub City Senior Center, 220 E Ave.

Pledge of Allegiance

The attendees recited the Pledge of Allegiance led by Chairman Chris Richardson.

Roll Call and Introductions

Directors in attendance included: Steve Burgess, Marc Dettenrieder, Ben Ferree, Dave Hornung, Derek Isom, Valerie Rhoades, Chris Richardson and Megan Vasquez. ECCOG Executive Director Candace Payne and Senior & Transit Services Director Sean Vanous were present. Directors Rhonda Brown, Ryan Fulmer, Sherry Jones, Troy Schultz, and Ron Smith were unable to attend. James Rae of Rae & Company was present as a guest.

Audit Presentation by Rae & Company

Mr. James Rae presented the 2022 Compliance Audit and Single Audit reports to the Board. Mr. Rae stated both audits received clean opinions with two audit findings requiring corrective actions. The letters to management and the board were reviewed with the attendees by Mr. Rae. The corrective actions included the adoption and implementation of the Grant Management Guide (to be approved later in the meeting) and posting net positions instead of liabilities related to fiduciary activities balances (GASB 84) which was corrected during the audit. Staff will review the Governmental Accounting Standards Board notices quarterly to implement GASB rules promptly. The audit reports were provided to the Board prior to the meeting which were subsequently reviewed now. Mr. Rae complimented the Board on their management of the operation and stated the staff was easy to work with. Following a period of question answering, Mr. Rae was thanked for his time for the audits and the presentation. Mr. Rae left the meeting at 7:24PM.

Approval of July 5, 2023, Regular Meeting Minutes

The Minutes of the July 5, 2023, regular meeting were provided in the board packet. Director Steve Burgess made a motion to accept the Minutes as presented. Director Dave Hornung seconded this motion, which passed unanimously.

Financial Report of Sept 6, 2023

The August Financial Report was approved by mail ballot. The Financial Report dated September 6, 2023, was provided to the board at the meeting. Executive Director Candace Payne and Senior & Transit Services Director Sean Vanous reviewed the fund balances with the directors. Director Dave Hornung made a motion to approve the financial report for filing as presented. Director Marc Dettenrieder seconded the motion, which passed.

Approval of Bills & Payroll

July payroll and bills were approved by mail ballot. Payroll and bills for August 31, 2023, were reviewed with the attendees. The August payroll of \$41,128.59 was reviewed. Credit card payments of \$2,772.86 included web hosting, subscription renewal, conference registrations, background checks, bus towing service, and meeting expenses. August 2023 payments totaled \$113,893.95 including taxes, vendors, staff reimbursements, monthly utilities, enterprise zone contributions, and SB 290 project reimbursements. Director Dave Hornung made a motion to ratify the payment of payroll and bills as presented. Director Marc Dettenrieder seconded the motion. Motion passed unanimously.

UNFINISHED BUSINESS:

ECCOG Audit

Following the presentation by Mr. James Rae this evening, the Board considered a motion made by Director Steve Burgess to adopt the Grant Management Guide as provided to the Board. Director Valerie Rhoades seconded the motion. Motion passed. Director Dave Hornung made the motion to accept the audit reports for filing. Director Megan Vasquez seconded this motion. Motion passed unanimously. Executive Director Candace Payne will notify Rae & Company of the approval of the audits so they may be filed with the correct agency. Adjusting journal entries will be posted at the direction of Mr. Rae.

ECCOG Staffing & Operations

Senior & Transit Services Director Sean Vanous reported the Highway 24 bus route driver, Becky Evans, is taking a leave of absence so Karen Rau plans to cover some of the trips. Kyla Yerance was hired for the Elbert kitchen as Assistant Cook and Food Transporter for the Kiowa Senior Center. The Stratton Senior Center has Sandi Watermann as Food Transporter now and Kelley Hazen as Senior Services Coordinator. A backup driver is still needed for Kit Carson County based in Burlington.

Eastern Colorado Home Care has now closed so a replacement entity for in-home services is being sought.

Executive Director Candace Payne reported ads for the Special Projects Assistant position have run for two weeks in two different newspapers, but no applications were received. A suggestion of raising the salary was discussed with the Board but no decision was made. Ads will begin again in an expanded area in September.

Senate Bill 290

Senior and Transit Services Director Sean Vanous reported Flagler's project is moving quickly now that the concrete was poured, floor trusses were hung, and walls are up. Flagler's project should be done in 2023 as some equipment has been ordered. The Kit Carson project is moving forward slowly as contractor bids are still pending.

NEW BUSINESS:

HelpMATE

Senior & Transit Services Director Sean Vanous explained that after more discussion with the State staff he would like to return to Client Directed from Client Choice option for HelpMATE services. The Client Choice option requires more staff time to verify provider information and will result in more work for the staff and clients. Director Dave Hornung made the motion to use the Client Directed option for this program. Director Valerie Rhoades seconded the motion. The motion passed without further discussion. The option will be implemented Oct 1st.

Community Development Block Grant (CDBG)

Executive Director Candace Payne explained the new contract for Community Development Block Grant funds of \$406,000 has been fully executed. The new contract was received August 25th and now allows us to draw down funds from the loan approved earlier in 2023.

2024 ECCOG Dues/Contributions

Included in the Board packet was the proposed Dues/Contribution schedule for 2024 with \$403 increase in the municipalities of Elizabeth and Burlington mostly. The county contributions remained the same as last year. The formula has not changed but the population in some communities increased slightly to increase dues. Director Dave Hornung made a motion to adopt the 2024 Dues/Contributions as presented. Director Ben Ferree seconded the motion, which passed unanimously. The counties and towns will be emailed the schedule for planning purposes.

EDA Recompete Application.

Executive Director Candace Payne stated a regional application is being submitted to help address workforce training needs for much of the south and eastern plains of Colorado. Twenty-two counties are collaborating on the application for up to \$40,000,000 to help develop training programs and support to meet needs for commercial drivers' licenses, upskilling and reskilling, and wrap-around services where needed in Region 5 and the counties south and west of us. There is no match required which makes this large application viable for many. At least one job will be created in our region to handle the program if funded for three years. The contracted position will be for a program manager to cover Lincoln, Kit Carson, Cheyenne and Logan Counties. Elbert County is not eligible, but services may impact them. The application needs a letter of support once the final details are shared.

CDOT

On August 15th, ECCOG was host to CDOT staff in the office and online for a program evaluation. The report of the evaluation was included in the packet. While there were no serious findings, ECCOG staff will update the Title VI Policy and make improvements for access to the website. Bus drivers will be trained also to cover protocol as suggested by CDOT staff. The response is due to CDOT by October 17th demonstrating how we addressed the suggestions and recommendations.

On September 5, 2023, ECCOG staff was notified the two vans were ready for delivery, then a delay occurred as CDOT needs to complete contracts. These vans will fill the gap in Kit Carson County for vehicles as two buses are currently in the shop for repair quotes. If the new vans can be delivered soon, no more expenses may be incurred for the older buses.

Other

Economic Recovery Corps – staff was notified we were not selected to advance our application for funding.
Broadband meeting held in Limon on August 23rd had 24 attendees who learned more about the Colorado Broadband Office staff's work and funding availability.
Brownfields meeting is planned for virtual participation on Sept 13th as part of the Regional Grants Navigator work. This online lunch and learn session will direct the in-person visits of Brownfields' staff in the region this fall.

Local Officials Housing Toolkit training is scheduled for Oct 3 in Limon and Oct 4 in Cheyenne Wells.

Sector partnership meeting is planned for Oct 4 in Limon to resurrect the previous work that stopped during the pandemic. This work focused on workforce needs for healthcare and regional needs previously. Colorado Dept of Labor & Employment has hired conveners to help perform this work and our convener has been in contact with Candace recently.

Colorado Housing & Finance Authority (CHFA) has opened their Direct Effect grant program and would like to help more non-profits in this region. Please contact Candace or CHFA staff, Trisha Herman, for more information.

Oct 27 in Limon – the Office of Economic Development and International Trade intends to hear a report on the Roadmap activity for this region. The OEDIT office is scheduling this meeting for Eve Lieberman, their director, to learn how the Roadmap program helped Limon and the participants through this funding. Details are forthcoming.

Executive Director Candace Payne asked the attendees if they planned to stay on the Board into 2024 so she could start nominations if needed. Those in attendance confirmed their willingness to continue into 2024. She will check with the absent directors for their confirmation. Nominations would start in late October.

Next Meeting Dates/Locations (1st Wed of each month)

- Oct 4 – Zoom call
- Nov 1 – Stratton's Claremont Inn - budget
- Dec 6 – Mail ballot

Adjournment

Chairman Chris Richardson adjourned the meeting at 8:57PM as no further discussion was brought to the group.

All handouts and reports are retained in the permanent file of ECCOG Board meetings.