



BOARD OF COUNTY COMMISSIONERS REGULAR MEETING AGENDA

September 10, 2024 at 10:00 AM

Commissioners Meeting Room - 401 Main Street, Suite 309, Walsenburg, CO 81089

Office: 719-738-3000 ex 200 | Fax: 719-738-3996

9:00 AM - COMMISSIONER'S STUDY SESSION

10:00 AM - PUBLIC MEETING

Join via Google Meet: <https://meet.google.com/pfy-merc-xoc> | Meeting ID: pfy-merc-xoc

1. PLEDGE OF ALLEGIANCE

2. AGENDA APPROVAL

3. CONSENT AGENDA

- [a.](#) September 3rd BOCC Meeting Minutes.
- [b.](#) Jeffrey Schnedler COMP Time Payout.
- [c.](#) Krissie Aldretti COMP Time Payout
- [d.](#) Spencer Butler COMP Time Payout
- [e.](#) Chris Bechaver COMP Time Payout
- [f.](#) Edith Trujillo HC SO New Hire
- [g.](#) Morgan Vosburgh New Hire HC DHS
- [h.](#) Miriam Rodriguez Rehire HC Dispatch

4. PUBLIC COMMENT

5. APPOINTMENTS

6. LAND USE

7. ACTION ITEMS

- [a.](#) Resolution 24-38 Amended HC CORA Policy
- [b.](#) September 11, 2024 Vendor Run
- [c.](#) PO 297 Spatialist
- [d.](#) Region 19 Opioid Board Mini-Grant Agreement
- [e.](#) 2025 CCI Legislative Committee Commissioner Designation Form

- [f.](#) Statewide Internet Portal Authority Gov Grants Accept Award

8. CORRESPONDENCE

- a.** CAPP August Monthly Reports
- b.** August CWCP Reports
- c.** Bulk Water August 2024 Monthly Volume Report
- d.** GPID August 2024 Billing Register
- [e.](#) GPID August 2024 System Totals Report
- [f.](#) Huerfano and Las Animas 4P County Meeting Invite
- [g.](#) Airport August Fuel Sales Report
- [h.](#) Road and Bridge August Fuel Report

9. STAFF REPORTS

- [a.](#) County Administrator
- b.** County Attorney

10. EXECUTIVE SESSION

11. ADJOURNMENT

12. UPCOMING MEETINGS

- a. Upon Adjournment** - Administration Workshop
- b. 12 Noon** - Emergency Management Workshop
- c. 1:30 P.M.** - Badito Ranch on the River Site Visit
CO-69 and County Road 617



BOARD OF COUNTY COMMISSIONERS REGULAR MEETING MINUTES

September 03, 2024 at 10:00 AM
Commissioners Meeting Room - 401 Main Street, Suite 309, Walsenburg, CO 81089
Office: 719-738-3000 ex 200 | Fax: 719-738-3996

1. **PLEDGE OF ALLEGIANCE**

Chairman Andreatta called the meeting to order followed by the Pledge of Allegiance. Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell were present

2. **AGENDA APPROVAL**

Motion to approve the agenda as presented.

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

3. **CONSENT AGENDA**

Motion to approve the consent agenda as presented.

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

a. August 13th Meeting Minutes

b. August 20th Meeting Minutes

4. **PUBLIC COMMENT**

NONE

5. **APPOINTMENTS**

a. Majors Ranch Firewise- Bruce Beresford and Paul Sweet

Bruce Beresford and Paul Sweet of Firewise discussed an idea for a new fire insurance for homeowners with the Board of County Commissioners

6. **LAND USE**

a. Bulk Water Permit Application for Jose Merida and John McAninich

Motion to approve Bulk Water Permit #24-0007 for Jose Merida and John McAninich

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

7. ACTION ITEMS

a. PO # 289 for Colorado Rhino Plumbing.

Motion to approve purchase order #289 for Colorado Rhino Plumbing in the amount of \$12,915

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

b. PO #290 Urban Atelier for Strong Communities Grant

Motion to approve purchase order #290 for Urban Atelier payment not to exceed \$9,000

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

c. PO #292 for Municipal Police Consultants

Motion to approve purchase order #292 for Municipal Police Consultants payment not to exceed \$52,000

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

d. PO #293 for J's Storage Containers

Motion to approve purchase order #293 for J's Storage containers in the amount of \$4,400.29 for Gardner Community Center.

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

e. PO #294 for BH2 Land Surveying

Motion to approve purchase order #294 for BH2 Land Surveying in the amount of \$8,000

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

f. August 28th Vendor Run

Motion to approve August 28th 2024 Vendor run in the amount of \$352,040.76.

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

- g. Fire Adapted Colorado Training Request
Motion to approve Fire Adapted Colorado Training Request in the amount of \$1,695 for Ross Hallihan to attend training if a scholarship is not received
Motion made by Commissioner Sporleder
Second by Commissioner Wardell
Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell
Motion Passes
- h. Revised Credit Card Policy - DHS Increase
Motion to approve credit card limit increase from \$4,000 to \$5,000 for Huerfano County Department of Human Services upcoming trainings.
Motion made by Commissioner Wardell
Second by Commissioner Sporleder
Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell
Motion Passes
- i. Crossroads' Turning Points Region 19 Opioid Letter of Support.
Motion to approve a Letter of Support for Crossroads' Turning Points Region 19 .
Motion made by Commissioner Wardell
Second by Commissioner Sporleder
Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell
Motion Passes
- j. Museum of Friends Laura Jane Musser Fund Letter of Support
Motion to approve a Letter of Support for Museum of Friends.
Motion made by Commissioner Wardell
Second by Commissioner Sporleder
Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell
Motion Passes

8. CORRESPONDENCE

Carl Young, County Administrator reviewed correspondence with BOCC

- a. CAPP Monthly Reports
- b. Annual Meeting Flier for San Isabel Electric
- c. Amended Spanish Peaks Library District Bylaws
- d. July 2024 Treasurers Fund Ledger
- e. July 2024 Expenditure Report
- f. July 2024 Revenue Report
- g. Leave Balances as of August 2024
- h. CTSI Technical Update Candles in Buildings
- i. CTSI Technical Update Emergency Medical Services Update
- j. CTSI Technical Update Workers Compensation Overview

9. STAFF REPORTS

- a. County Administrator

County Administrator, Carl Young updated the BOCC on the Gardner water situation and current status. Kim Trujillo from the Finance Department gave an update on the compromised checks the amount was fully refunded

b. County Attorney

NONE

10. EXECUTIVE SESSION

a. For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. §24-6-402(4)(e). **Thorne Ranch Water Rights Negotiations with HCWCD.**

Motion to go into executive session at 10:37 AM

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

11. ADJOURNMENT

Motion to adjourn meeting at 1:08 PM

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

Erica Vigil, County Clerk & Recorder
Clerk to the Board of County Commissioners

COMMISSIONERS:

Arica Andreatta, Chairman

Karl Sporleder

Mitchell Wardell

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE		EFFECTIVE DATE
		9/6/2024
NAME: Jeffrey Schnedler	PAYROLL :	10/11/2024

CHANGE OF ADDRESS/ PHONE	STREET
	CITY STATE ZIP
	TELEPHONE


CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Detention Lieutenant
DEPARTMENT		Jail
HOURS		
ANNUAL SALARY		Comp Time Payout
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt


REASON FOR CHANGE

- | | | |
|-----------|------------------------------|-------------------------------|
| NEW HIRE | RESIGNATION | LENGTH OF SERVICE INCREASE |
| REHIRED | RETIREMENT | REEVALUATION OF CURRENT JOB |
| PROMOTION | LAYOFF | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION | ADMINISTRATIVE LEAVE PAID | OTHER |
| TRANSFER | ADMINISTRATIVE LEAVE UN-PAID | |

COMMENTS, IF NECESSARY

Motion to Approve the Comp time payout of 89.17 hours to Jeffrey Schnedler in the amount of \$1,929.16.

 _____ 09/06/2024
 Elected Official / Department Head Date

 _____ 9/6/2024
 Human Resources Officer Date

 Chairman Date

 Budget Officer Date

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE		EFFECTIVE DATE
		8/30/2024
NAME: Krissie Aldretti	PAYROLL :	10/11/2024

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Secretary
DEPARTMENT		Sheriff's Office
HOURS		
ANNUAL SALARY		Comp Time Payout
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

REASON FOR CHANGE

- | | | |
|-----------|------------------------------|-------------------------------|
| NEW HIRE | RESIGNATION | LENGTH OF SERVICE INCREASE |
| REHIRED | RETIREMENT | REEVALUATION OF CURRENT JOB |
| PROMOTION | LAYOFF | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION | ADMINISTRATIVE LEAVE PAID | OTHER |
| TRANSFER | ADMINISTRATIVE LEAVE UN-PAID | |

COMMENTS, IF NECESSARY

Motion to Approve the Comp time payout of 80 hours to Krissie Aldretti in the amount of \$1,752.80.

 _____
 Elected Official / Department Head 08/30/2024 Date

 Chairman Date

 Human Resources Officer Date

 Budget Officer Date

 Date Inputed Into System

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE		EFFECTIVE DATE
		8/30/2024
NAME: Spencer Butler	PAYROLL :	10/11/2024

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE


CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Patrol Deputy
DEPARTMENT		Sheriff's Office
HOURS		
ANNUAL SALARY		Comp Time Payout
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

REASON FOR CHANGE

- | | | |
|-----------|------------------------------|-------------------------------|
| NEW HIRE | RESIGNATION | LENGTH OF SERVICE INCREASE |
| REHIRED | RETIREMENT | REEVALUATION OF CURRENT JOB |
| PROMOTION | LAYOFF | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION | ADMINISTRATIVE LEAVE PAID | OTHER |
| TRANSFER | ADMINISTRATIVE LEAVE UN-PAID | |

COMMENTS, IF NECESSARY

Motion to Approve the Comp time payout of 173.79 hours to Spencer Butler in the amount of \$4,596.75.


 Elected Official / Department Head 08/30/2024 Date
 Human Resources Officer 8/30/2024 Date

 Chairman Date

 Budget Officer Date

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE	EFFECTIVE DATE
	9/6/2024
NAME: Chris Bechaver	PAYROLL : 10/11/2024

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Deputy of Public Works / GPID OP	
DEPARTMENT	Public Works	
HOURS		
ANNUAL SALARY	\$53,500.20	
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	

REASON FOR CHANGE

- | | | |
|-----------|------------------------------|-------------------------------|
| NEW HIRE | RESIGNATION | LENGTH OF SERVICE INCREASE |
| REHIRED | RETIREMENT | REEVALUATION OF CURRENT JOB |
| PROMOTION | LAYOFF | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION | ADMINISTRATIVE LEAVE PAID | OTHER |
| TRANSFER | ADMINISTRATIVE LEAVE UN-PAID | |

COMMENTS, IF NECESSARY

Motion to Approve the Payout of the Accrued Comp Time Balance for Christopher Bechaver. Total Balance is 128.67 Hours Totaling \$3,309.40.

Elected Official / Department Head Date

Angela Wakeman 09.06.2024

Human Resources Officer Date

Chair, Board of County Commissioners Date

Budget Officer Date

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE		EFFECTIVE DATE
		9/8/2024
NAME: Edith Trujillo	PAYROLL :	9/27/2024

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Detention Training Officer
DEPARTMENT		Jail
HOURS		
ANNUAL SALARY		
SEMI-MONTHLY SALARY		
HOURLY SALARY		\$20.00 Hour
OTHER SALARY	Non-Exempt	Non-Exempt

REASON FOR CHANGE


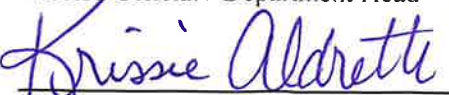
- NEW HIRE**
- REHIRED
- PROMOTION
- DEMOTION
- TRANSFER

- RESIGNATION
- RETIREMENT
- LAYOFF
- ADMINISTRATIVE LEAVE PAID
- ADMINISTRATIVE LEAVE UN-PAID

- LENGTH OF SERVICE INCREASE
- REEVALUATION OF CURRENT JOB
- INTRODUCTORY PERIOD COMPLETED
- OTHER

COMMENTS, IF NECESSARY

Motion to hire Edith Trujillo as Detention Training Officer Part time within the Jail at an hourly rate of \$20.00. Contingent upon completion of a CBI background check, and drug screen with negative result.


 Elected/Official / Department Head 09/06/2024 Date

 Human Resources Officer 9/6/2024 Date

 Arica Andreatta, Chairman Date

 Budget Officer Date

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE	EFFECTIVE DATE
	9/23/2024
NAME: Morgan Vosburgh	PAYROLL: 10/11/2024

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Adult Services Case Aide
DEPARTMENT		DHS
HOURS		
ANNUAL SALARY		\$37,000.00
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		Non-Exempt

REASON FOR CHANGE

NEW HIRE

REHIRED

PROMOTION

DEMOTION

TRANSFER

RESIGNATION

RETIREMENT

LAYOFF

ADMINISTRATIVE LEAVE PAID

ADMINISTRATIVE LEAVE UN-PAID

LENGTH OF SERVICE INCREASE

REEVALUATION OF CURRENT JOB

INTRODUCTORY PERIOD COMPLETED

OTHER

COMMENTS, IF NECESSARY

Motion to Hire Morgan Vosburgh as Adult Services Case Aide for the Department of Human Services with an Annual Salary of \$37,000.00. Contingent Upon Completion of a CBI Background Check, and Drug Screen with a Negative Result.

Elected Official / Department Head Date

Angela Wakeman 09.06.2024

Human Resources Officer Date

Chair, Board of County Commissioners Date

Budget Officer Date

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE	EFFECTIVE DATE
	9/15/2024
NAME: Miriam Rodriguez	PAYROLL : 9/27/2024

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Communications Officer / Dispatcher
DEPARTMENT		Emergency Services
HOURS		
ANNUAL SALARY		\$45,000.00
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		Non-Exempt

REASON FOR CHANGE

NEW HIRE	RESIGNATION	LENGTH OF SERVICE INCREASE
REHIRED	RETIREMENT	REEVALUATION OF CURRENT JOB
PROMOTION	LAYOFF	INTRODUCTORY PERIOD COMPLETED
DEMOTION	ADMINISTRATIVE LEAVE PAID	OTHER
TRANSFER	ADMINISTRATIVE LEAVE UN-PAID	

COMMENTS, IF NECESSARY

Motion to Approve the Re-hiring of Miriam Rodriguez as Communications Officer II with an Annual Salary of \$45,000.00

Elected Official / Department Head Date

John Galusha, Chairman Date

Angela Wakeman 09.09.2024

Human Resources Officer Date

Budget Officer Date

RESOLUTION NO. 24 - 38

**THE BOARD OF COUNTY COMMISSIONERS
OF HUERFANO COUNTY, COLORADO**

**A RESOLUTION TO AMEND RESOLUTION 23-15 AND REVISE THE FEES FOR
THE RESEACH AND RETREVAL OF PUBLIC RECORDS**

WHEREAS, C.R.S. §24-72-203(1)(a) permits Huerfano County to make such rules with reference to the inspection of public records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or the custodian’s office; and

WHEREAS, C.R.S. §24-72-205(6)(a) permits Huerfano County to impose a fee in response to a request for the research and retrieval of public records; and

WHEREAS, C.R.S. §24-72-205(6)(a) requires Huerfano County to publish a written policy that specifies the applicable conditions concerning the research and retrieval of public records by the custodian; and

WHEREAS, the Board of County Commissioners adopted Resolution 23-15 which adopted such a policy and established related fees; and

WHEREAS, C.R.S. §24-72-205(6)(b), requires the Director of Research of the Legislative Council Staff to adjust the Colorado Open Records Act maximum hourly fee for the research and retrieval of public documents for inflation on July 1, 2019, and each five years thereafter; and

WHEREAS, Huerfano County desires to revise the adopted fee for the retrieval and research of public records.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Huerfano County, Colorado that Section 9 of the Huerfano County Open Records Policy is hereby amended to read as follows:

Section 9. Fees and Charges.

Charges for copies of requested records shall be as follows:

1. The fee for a paper copy of any public county record, including copies requested pursuant to CORA, shall be as follows:
 - a. \$0.25 per page for black and white printing up to 11” by 17”
 - b. \$0.50 per page for color printing up to 11” by 17”
 - c. \$1.00 per document for certified copies
 - d. The fee for pages larger than 11” by 17” or documents in non-standard formats will not exceed the actual costs of reproduction. Non-standard formats shall include, but are not limited to documents that are either (1) historically significant; (2) of fragile nature; or (3) bound and held together in such a manner that makes it particularly difficult for a member of the public to copy without damage

2. The fee for an electronic copy of any public county record, including copies requested pursuant to CORA shall be the actual cost of the delivery medium. If the record has to be printed and then scanned the fee will also include the appropriate paper copy fee.
3. If the request will take more than one hour to fulfill, the fee for researching, retrieving, reviewing, and, if necessary, redacting requested information shall be \$41.37 per hour after the first hour and shall automatically increase every five-year period to be equal with the rate adopted and established by the director of research of the legislative council appointed pursuant to section C.R.S. §2-3-304(1) in accordance with C.R.S. §24-72-205(6)(b).
4. Should a requestor desire to inspect records, with or without further production of said records, the fee for staff time required for supervision of such inspection, if required by the official custodian, shall be the same as stated in section 4 above.
5. If the request for public records requires the assistance of an outside entity, such as Triad, to access the public records, the requestor of the public records shall pay the actual cost of the third-party services.
6. Before providing access to public records, or before beginning the research and retrieval process, any records custodian shall require and collect a 50% advance deposit of estimated research, retrieval and copy fees for public records requests. A records custodian may require and collect 100% advance deposit of estimated research, retrieval, and copy fees for public records requests from any person who has made a previous request and not paid or not come in to view the requested information.
7. All requestors should expect to be charged for requests which take longer than one hour to fulfill. Fees may only be waived in extreme, compelling, and rare circumstances after consultation with the County Attorney.

BE IT FURTHER RESOLVED that this resolution is effective upon adoption and that the attached exhibit "A" is a restated version of the Huerfano County Open Records Policy approved for posting on the County Website.

INTRODUCED, READ, APPROVED AND ADOPTED ON THIS 4th day of September 10, 2024.



ATTEST:

 County Clerk and Recorder and
 Ex-Officio Clerk to said Board

BOARD OF COUNTY COMMISSIONERS
 OF HUERFANO COUNTY, COLORADO

BY _____
 Arica Andreatta, Chairman

 Karl Sporleder, Commissioner

 Mitchell Wardell, Commissioner

Exhibit “A”
Restated Huerfano County Open Records Policy

Section 1. Title.

This resolution shall be known and referred to as the “Huerfano County Open Records Policy”

Section 2. Policy, Purpose, and Scope

1. It is the policy of Huerfano County to make public records available for public inspection as set forth in the Colorado Open Records Act, C.R.S. § 24-72-201, et seq. (“CORA”).
2. The purpose of this policy is to assure prompt and equitable service to citizens requesting access to public records, including those records created by electronic mail, in accordance with the requirements of the Colorado Open Records Act, C.R.S. § 24-72-201, et seq.
3. This policy does not apply to criminal justice records or public records maintained by appointed or elected officials unless adopted by said appointed or elected official.
4. This policy applies to all requests for public records made to all offices and departments reporting to the Board of County Commissioner. It shall apply to records requests made to any other elected official if, and only if, adopted by said official. A list of such officials will be published on the County’s website.

Section 3. Definitions.

The definitions found in C.R.S. § 24-72-202, as amended from time to time, shall apply herein. Three definitions of particular relevance are included below:

1. “Custodian” means and includes the official custodian or any authorized person having personal custody and control of the public records in question.
2. “Public records” means “all writings made, maintained, or kept by the state or any agency, institution, ... or political subdivision ... for use in the exercise of functions required or authorized by law or administrative rule or involving the receipt or expenditure of public funds.” C.R.S. § 24-72-202(6). Criminal justice records are not included in this definition.
3. “Writings” include “all books, papers, maps, photographs, cards, tapes, recordings, or other documentary materials, regardless of physical form or characteristics. Writings include digitally stored data, including without limitation electronic mail messages, but does not include computer software.” C.R.S. § 24-72-202(7).

Section 4. Procedures for Making and Responding to Requests for Public Records.

The following procedures apply to all formal requests for public records:

1. Unless otherwise named by the Board of County Commissioners, the County Attorney, or their designee, is the official custodian of all records maintained by all offices and departments reporting to the Board of County Commissioners, unless otherwise prescribed by law. Department heads are the actual, physical custodians of all records maintained within their departments. It is the responsibility of each department head to become familiar with and to educate their employees about the standards and requirements of this policy.
2. Huerfano County has determined that the use of an official request form to be used by persons is necessary for the efficient handling of such public record requests. Any request to Huerfano County for public records must be made on the official request form. Any request not submitted on the official request form will not be processed.
 - a. The County Administrator is hereby instructed to create and maintain an official request form both in an online form and a printable or paper form. The County

Attorney will review and approve the form before submission to the Board of County Commissioners for final approval.

- b. The official request form should be provided to any person submitting a public records request that is not on this form and the person should be informed that Huerfano County requires the use of the official request form in order to process their public records request.
- 3. Requests on the paper form may be delivered in person or mailed to the Custodian of Records. All requestors with access to the internet are encouraged to use the online form. Because of spam filters as well as incorrect or inactive email accounts, requests made via electronic mail will not automatically be accepted. The custodian, at the custodian’s sole prerogative, may accept requests sent via e-mail upon request. If a request is sent via e-mail to anyone other than the custodian, it will not be considered as received by the County and the statutory time for response to the requests will not begin until a confirmation has been sent by the custodian.
- 4. All requests for records must be specific as to the records sought and the relevant dates. Requests for correspondence must identify the parties to the correspondence. For any request that is vague or broadly stated the custodian may require the requestor to provide a more specific request.
- 5. If a requestor is unable to identify the specific documents sought, the requestor is encouraged to contact the County in advance of submitting a request for assistance in providing the requisite specificity.
- 6. The custodian is not required by the Open Records Act to construct or create a record that does not exist.
 - a. Any records custodian may set a fee for reports, maps, or products that are produced through the manipulation of data for the benefit of the requestor.
 - b. Any records custodian may refuse any request requiring data manipulation on the basis that CORA does not require manipulation.
- 7. Time for response to records requests shall be as follows:
 - a. The normal time for production shall be three working days, beginning on the first business day after the request is received.
 - b. Such period may be extended upon determination by the custodian that extenuating circumstances exist. Such period of extension shall not normally exceed seven working days. The requestor shall be notified of the extension within the three-day period.
 - c. Time periods will be calculated without including the date on which the custodian receives any request.
- 8. Requests to inspect records documents will not take priority over the regular work activities of County employees.

Section 5. Inspection of Public Records

- 1. In order to safeguard the integrity of the County’s records, the custodian of the records to be inspected shall retain control of the records at all times. Inspection of all public records is subject to the supervision of the records custodian. Inspection of public records will generally be scheduled during regular business hours.
- 2. The requestor may take notes and may bring a laptop or portable computer device to take notes while inspecting/reviewing documents. However, the requestor shall not bring and shall not use outside photocopiers, scanners, fax machines, smart phones, cameras or other copy, scanning or reproduction devices to copy Huerfano County records.
- 3. Please note the County may require that members of the public be allowed to inspect only copies of documents when the custodian of records determines that allowing access to

originals could interfere with the regular discharge of duties of the County or its staff or production of original records could jeopardize the condition of the requested records.

- 4. Requestors who have not come in to view the requested information within ten (10) working days of being notified that the records are available for review will be required to submit a new public records request.
- 5. If fees are charged pursuant to Section 9 of this policy, then inspection of the requested records shall occur only after payment, or an acceptable payment arrangement, is made.

Section 6. Production of Public Records

- 1. In the event the requestor requests copies of available records in lieu of an inspection, such records will be provided within the timeframe set forth in Section 4, of this policy.
- 2. In the event the requestor conducts an inspection and requests copies of records at the time of such inspection, the requestor must mark with tabs or clips the pages he or she wants copied. Copies may be made at a later date and time, based on volume and staff availability. In such case, the requestor will be notified when the copies are available for pick-up. Copies of records may be mailed upon request at an additional fee.
- 3. If the public record requested is stored in "sortable" or "searchable" formats, the County will provide the record in this format if requested unless producing the record in native format would violate the terms of any copyright or licensing agreement between the County and a third party or result in a release of a third party’s proprietary information, or where the native format renders it technologically or practicably infeasible to redact information the County is required or allowed to withhold.
- 4. Responses to requests will be made via email of attached documents if possible in order to reduce expenditure of County resources and reduce costs to citizens. If records requested exceed 10MB of data, requestors will be provided the records on a USB Thumb Drive or an alternative method provided by the County at the cost indicated herein.
- 5. In order to preserve the security of the County data network, under no circumstances shall a memory device or other media not authorized by the County IT Department be used to transfer data to a requester nor shall requesters be allowed to provide their own USB Thumb Drive or other storage device to receive copies of the requested records.
- 6. Huerfano County has no obligation to upload requested public records to a “cloud” service to allow for their access by a requestor. Such requests will be denied except in extenuating circumstances. Under no circumstances will a “cloud” service owned, controlled, or paid for by Huerfano County be used to transmit such records.

Section 7. Denial of Request.

In accordance with CORA, certain County records are either prohibited from disclosure or may be withheld from public inspection. Reasons for denial may include but are not limited to that disclosure is contrary to statute, court order or the public interest. Any denial of inspection or copies of records will be specific and the justification for such denial, as authorized by CORA, will be provided in writing upon request.

Section 8. Closure of Request.

An open records request will be considered closed and a new request must be submitted under any of the following circumstances:

- 1. The records have been made available for inspection, the records have been inspected and no copies of the records were requested;
- 2. After the records have been made available for inspection, have been inspected by the requestor and copies of the records have been provided consistent with this Policy;

3. If the requestor fails to appear for the scheduled review of the records; or
4. If the requestor fails within ten business days to:
 - a. make arrangements for review of the records after request;
 - b. pre-pay a deposit required; or
 - c. does not pay the total actual costs after receiving notice of such costs.

Section 9. Fees and Charges.

Charges for copies of requested records shall be as follows:

1. The fee for a paper copy of any public county record, including copies requested pursuant to CORA, shall be as follows:
 - a. \$0.25 per page for black and white printing up to 11” by 17”
 - b. \$0.50 per page for color printing up to 11” by 17”
 - c. \$1.00 per document for certified copies
 - d. The fee for pages larger than 11” by 17” or documents in non-standard formats will not exceed the actual costs of reproduction. Non-standard formats shall include, but are not limited to documents that are either (1) historically significant; (2) of fragile nature; or (3) bound and held together in such a manner that makes it particularly difficult for a member of the public to copy without damage
2. The fee for an electronic copy of any public county record, including copies requested pursuant to CORA shall be the actual cost of the delivery medium. If the record has to be printed and then scanned the fee will also include the appropriate paper copy fee.
3. If the request will take more than one hour to fulfill, the fee for researching, retrieving, reviewing, and, if necessary, redacting requested information shall be \$41.37 per hour after the first hour and shall automatically increase every five-year period to be equal with the rate adopted and established by the director of research of the legislative council appointed pursuant to section C.R.S. §2-3-304(1) in accordance with C.R.S. §24-72-205(6)(b).
4. Should a requestor desire to inspect records, with or without further production of said records, the fee for staff time required for supervision of such inspection, if required by the official custodian, shall be the same as stated in section 4 above.
5. If the request for public records requires the assistance of an outside entity, such as Triad, to access the public records, the requestor of the public records shall pay the actual cost of the third-party services.
6. Before providing access to public records, or before beginning the research and retrieval process, any records custodian shall require and collect a 50% advance deposit of estimated research, retrieval and copy fees for public records requests. A records custodian may require and collect 100% advance deposit of estimated research, retrieval, and copy fees for public records requests from any person who has made a previous request and not paid or not come in to view the requested information.
7. All requestors should expect to be charged for requests which take longer than one hour to fulfill. Fees may only be waived in extreme, compelling, and rare circumstances after consultation with the County Attorney.

Section 10. Annual Training.

1. The County Attorney and County Administrator will conduct or arrange an annual training session on this resolution and the Colorado Open Records Act generally.
2. Each department head and supervisor is required to participate and will be given the opportunity to ask questions.

3. The County Attorney and County Administrator will certify the completion of this training to Board of County Commissioners.

Section 11. Elected Official Adoption of this Policy.

1. Any Elected Official may adopt this policy by submitting a letter to the Board of County Commissioners. Such adoption shall expire at the conclusion of that Elected Official's term of office and must be renewed for up to another term.
2. The letter adopting this policy should specify the official custodian for their office. The Elected Official may serve as the official custodian or may appoint one of their employees to that role.
3. The letter may also specify any procedures or legal requirements specific to the Elected Official's office.

Cash Requirement Summary (APLT30)

Huerfano County

Fund	Cash Account	Cash Balance	Checks Pending	Cash Available
001	GENERAL FUND 0010000010200	\$1,736,214.24	\$50,584.87	\$1,685,629.37
002	ROAD & BRIDGE FUND 0020000010200	\$168,843.40	\$5,770.79	\$163,072.61
004	SPECIAL PROJECT FUND 0040000010200	(\$941,482.09)	\$26,587.33	(\$968,069.42)
051	P.I.L.T. 0510000010200	\$1,035,917.15	\$6,000.00	\$1,029,917.15
068	WASTE TRANSFER ENTER 0680000010200	\$3,887.12	\$70.36	\$3,816.76
069	EMERGENCY SERVICES FU 0690000010200	\$1,484,590.03	\$7,245.37	\$1,477,344.66
070	GARDNER PUBLIC IMP DIS 0700000010200	\$86,623.18	\$836.91	\$85,786.27
Grand Total :		\$3,574,593.03	\$97,095.63	\$3,477,497.40

Approved by-----

Approved on Date: _____

City Commissioner: _____

City Commissioner: _____

City Commissioner: _____

Approved Invoices by Vendor- Summary

Huerfano County

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
1004	LA VETA OIL LLC				
	26418		Fuel	GAS, FUEL AND OIL	\$25.61
	26450		R1: Diagnose warning lights	REPAIRS/MAINTENANCE	\$150.00
	26451		R1: Fuel	FLEET FUEL	\$39.49
	26457		R1: Fuel	FLEET FUEL	\$47.30
	26486		Fuel	GAS, FUEL AND OIL	\$71.00
	26621		Fuel	GAS, FUEL AND OIL	\$41.18
	26642		Fuel	GAS, FUEL AND OIL	\$58.91
	26648		C1: Fuel	FLEET FUEL	\$101.88
	26658		Fuel	GAS, FUEL AND OIL	\$34.12
	26722		SAR Fuel	FLEET FUEL	\$16.41
	26725		Fuel	GAS, FUEL AND OIL	\$31.15
Subtotal for Vendor 1004 - LA VETA OIL LLC :					\$617.05
1006	WAGNER EQUIPMENT COMPANY				
	P00C2718283		Filters	PARTS	\$429.01
	P00C2718284		filters	PARTS	\$195.08
	P00C2724523		seal, o-ring, filter, coolant, fuel elements	PARTS	\$719.12
	P00C2725070		filters, o-rings, filter kit, air filter	PARTS	\$871.23
	P03C0591370		Filter	PARTS	\$30.45
	P03C0591674		mirror	PARTS	\$139.14
	P03C0592847		valve	PARTS	\$196.82
	P03C0593011		tube	PARTS	\$115.74
	P03R0158764		Credit - Breaker	PARTS	(\$78.58)
Subtotal for Vendor 1006 - WAGNER EQUIPMENT COMP					\$2,618.01
1017	CITY OF WALSENBURG				
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$18.46
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$70.36
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$245.37
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$135.42

Approved Invoices by Vendor- Summary

Huerfano County

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
1017	CITY OF WALSENBURG				
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$93.38
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$565.18
	September2024		Utility billing 07/10/24 to 8/19/24	UTILITIES	\$1,796.34
Subtotal for Vendor 1017 - CITY OF WALSENBURG :					\$2,924.51
1032	J. M. TIRE COMPANY				
	1122084		TRS-MTBAL	TIRES AND TUBES	\$140.00
	1122177		TRS-MTMCON	TIRES AND TUBES	\$306.50
	1122202		TRS-MTMCON	TIRES AND TUBES	\$600.00
	1122266		TRS-MTMCON	TIRES AND TUBES	\$150.00
	1122273		TRS-MTMCON	TIRES AND TUBES	\$75.00
	1122290		TRS-MTMCON, TRS-RONMEDCOMM	TIRES AND TUBES	\$120.00
Subtotal for Vendor 1032 - J. M. TIRE COMPANY :					\$1,391.50
1041	WALSENBURG LUMBER COMPANY				
	377901		masking tape, teflon tape, electrical tape, duct tape	OPERATING SUPPLIES	\$21.66
	383558		CM60 concrete mix	OPERATING SUPPLIES	\$15.18
	384382		16 foot 2x6	CULVERTS AND LUMBER	\$32.98
	386450		gorilla glue	OPERATING SUPPLIES	\$7.99
	394947		one sided key	OPERATING SUPPLIES	\$7.47
	395296		16 foot 2x6	CULVERTS AND LUMBER	\$32.98
	395982		one sided key	OPERATING SUPPLIES	\$2.49
	401789		80grit disc flap, shovel handle	OPERATING SUPPLIES	\$33.74
	9324statement		finance charge	OPERATING SUPPLIES	\$1.29
Subtotal for Vendor 1041 - WALSENBURG LUMBER CO					\$155.78
1048	GARDNER PUBLIC IMPROVEMENT				
	September2024		Water/Sewer Billing	SEWER/WATER/TRASH	\$68.00
	September2024		Water/Sewer Billing	SEWER/WATER/TRASH	\$68.00
Subtotal for Vendor 1048 - GARDNER PUBLIC IMPROVE					\$136.00

Approved Invoices by Vendor- Summary

Huerfano County

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
1066	PRECISION HYDRAULICS INC.				
	98275		Repair Fan Drive	CONTRACTED REPAIRS	\$225.00
Subtotal for Vendor 1066 - PRECISION HYDRAULICS IN					\$225.00
1135	SAN ISABEL ELECTRIC				
	3468000	Sept2024	Utility billing 07/23/24 to 8/23/24 - DTR Towr Sheep Mtn	UTILITIES	\$469.29
	919000	Sept2024	Utility billing 07/15/24 to 08/15/24 - Treatment Plant	UTILITIES	\$210.96
	925100	Sept24	utility billing for period of 7/23/24 to 8/23/24	UTILITIES	\$141.03
	926500	Sept2024	Utility Billing 07/23/2024 to 8/23/2024 - 28 CO Rd 632	UTILITIES	\$53.16
	926800	Sept2024	Utility billing 07/23/24 to 08/23/24 - 28 CO Rd 632	UTILITIES	\$95.83
	931100	Sept2024	utility billing 07/23/24 to 8/23/24 - Gardner Well 3	UTILITIES	\$36.00
Subtotal for Vendor 1135 - SAN ISABEL ELECTRIC :					\$1,006.27
1159	DISTRICT HEALTH DEPT.				
	Sept2024		Sept 2024 Monthly allocation per 2024 budget	HEALTH PAYMENTS	\$13,000.00
Subtotal for Vendor 1159 - DISTRICT HEALTH DEPT. :					\$13,000.00
1306	AVENU INSIGHTS & ANALYTICS				
	INVB055969		August invoice	LEASE AGREEMENT	\$2,846.13
Subtotal for Vendor 1306 - AVENU INSIGHTS & ANALYTI					\$2,846.13
1657	CSU ENGAGEMENT & EXTENSION				
	CY24-3RD QRTR	233	Marvin Reynolds salary	CONTRACT PAY/NO BENEFITS	\$3,893.75
Subtotal for Vendor 1657 - CSU ENGAGEMENT & EXTE					\$3,893.75
2380	F & C SAWAYA WHOLESALE CO				
	106439		Items sold in commissary	COMMISSARY	\$236.00
	106441		Bleach, Pine cleaner	OPERATING SUPPLIES	\$132.10
Subtotal for Vendor 2380 - F & C SAWAYA WHOLESALE					\$368.10
2521	MCCANDLESS TRUCK CENTER, LLC				
	P10206685801		102DFLTBT31925S Battery, 102DFLTBT31925S core	PARTS	\$269.85
	P10206706801		102NFLT44180 compressor	PARTS	\$436.78

Approved Invoices by Vendor- Summary

Huerfano County

Vendor Invoice	PO	Description	Account Description	Invoice Amt
2521	MCCANDLESS TRUCK CENTER, LLC			
P10206708701		102DFLTFP DEF	PARTS	\$16.95
Subtotal for Vendor 2521 - MCCANDLESS TRUCK CENT				\$723.58
3187	SAM'S CLUB/SYNCHRONY BANK			
7834-082524		Toothpaste	COMMISSARY	\$18.96
7834-082524		Lasko Tower Fans	EQUIPMENT/TASERS	\$99.96
7834-082524		Copy paper	OFFICE SUPPLIES	\$116.94
7834-082524		Operating costs: fees & interest	OPERATING SUPPLIES	\$71.61
7834-082524		Meals	MEALS	\$802.24
Subtotal for Vendor 3187 - SAM'S CLUB/SYNCHRONY B				\$1,109.71
5024	PRO COM			
111355		Random DOT testing	DRUG TESTING	\$308.00
Subtotal for Vendor 5024 - PRO COM :				\$308.00
5313	DANIEL'S TOWING & AUTO REPAIR			
17856		946HRH mount 4 tires, replace brake pads	REPAIRS/MAINTENANCE	\$380.00
Subtotal for Vendor 5313 - DANIEL'S TOWING & AUTO				\$380.00
5567	HD Supply/ HOME DEPOT PRO			
820020360		item 2485267 - filter; item 2484157 - filter	OPERATING SUPPLIES	\$78.80
820774768		item 308811771 sanitizing gel; 309116312 bath tissue	OPERATING SUPPLIES	\$210.39
822004776		item 328054093 smart lock	OPERATING SUPPLIES	\$267.30
Subtotal for Vendor 5567 - HD Supply/ HOME DEPOT PR				\$556.49
5591	WORLD JOURNAL			
90424		classified advertisements and legal notices 8/1/24 - 8/29/24	PUBLISHING	\$1,180.04
Clerk9424		4H business card advertisement	PUBLISHING	\$156.00
Treas090424		Treasurer 4H Business card advertisement	PRINTING	\$56.00
Subtotal for Vendor 5591 - WORLD JOURNAL :				\$1,392.04

Approved Invoices by Vendor- Summary

Huerfano County

Vendor Invoice	PO	Description	Account Description	Invoice Amt
7114 SECOM INC				
1629Sept2024		Internet Services	COMPUTER/IT	\$115.47
Subtotal for Vendor 7114 - SECOM INC :				\$115.47
7287 MARC BIGGINS				
MB-081124		Diesel for SAR vehicle active search and rescue event	VOLUNTEER STIPENDS	\$60.00
Subtotal for Vendor 7287 - MARC BIGGINS :				\$60.00
7677 UNCC				
224080777		RTL transmissions	UTILITY LOCATES	\$1.29
Subtotal for Vendor 7677 - UNCC :				\$1.29
7771 HUERFANO COUNTY ECONOMIC				
HCED20240901		August EDA Expenditures	RETAIL POP-UP EDA GRANT EXP	\$23,264.42
Subtotal for Vendor 7771 - HUERFANO COUNTY ECON				\$23,264.42
8006 COLORADO RHINO PLUMBING				
2-6	289	Inv. 240815	JAIL REPAIRS	\$2,000.00
2-6	289	Inv. 2408147	JAIL REPAIRS	\$1,000.00
2-6	289	Inv. 240724	JAIL REPAIRS	\$1,421.00
2-6	289	Inv. 240731	JAIL REPAIRS	\$2,000.00
2-6	289	Parts	JAIL REPAIRS	\$5,990.00
2-6	289	Inv. 240816	JAIL REPAIRS	\$504.00
Subtotal for Vendor 8006 - COLORADO RHINO PLUMBI				\$12,915.00
8146 Spatialest Inc				
1004251	297	Annual fee	CAPITAL OUTLAY	\$6,000.00
Subtotal for Vendor 8146 - Spatalest Inc :				\$6,000.00
8226 Purcell Tire & Rubber Company				
24-0595332-088		8 Goodyear Eagle & Wrangler Tires	REPAIRS/MAINTENANCE	\$1,277.65
Subtotal for Vendor 8226 - Purcell Tire & Rubber Compa				\$1,277.65

Approved Invoices by Vendor- Summary

Huerfano County

Vendor Invoice	PO	Description	Account Description	Invoice Amt
8230 Cathy Pineda				
CP-082924		CBI: transport evidence	TRAVEL & MEALS	\$224.22
Subtotal for Vendor 8230 - Cathy Pineda :				\$224.22
8241 USA BLUE BOOK				
00458374		Electronic Control	REPAIRS/MAINTENANCE	\$236.68
00461384		Electronic Control	REPAIRS/MAINTENANCE	\$210.95
Subtotal for Vendor 8241 - USA BLUE BOOK :				\$447.63
8261 MACDOUGALL & WOLDRIDGE, P.C.				
162966		professional fees - executive session and online case research	PROFESSIONAL SERVICES	\$444.00
Subtotal for Vendor 8261 - MACDOUGALL & WOLDRIDG				\$444.00
8330 ADPRO				
8668		Public Relations	ADVERTISING AND PROMOTION	\$450.00
Subtotal for Vendor 8330 - ADPRO :				\$450.00
8341 GPMBF,LLC				
1370		SOLANO VS LOPEZ	PROFESSIONAL SERVICES	\$577.50
1371		SOLANO VS NEWMAN	PROFESSIONAL SERVICES	\$1,882.50
Subtotal for Vendor 8341 - GPMBF,LLC :				\$2,460.00
8345 McKinstry Essention, LLC				
20074820		EPC PROJECT	EPC- EIAF GRANT	\$2,505.41
Subtotal for Vendor 8345 - McKinstry Essention, LLC :				\$2,505.41
8356 GOVERNMENT FINANCE OFFICERS ASSOCIA				
0271177		Membership # 300271177 Renewal - Kimberly Trujillo	DUES & MEETINGS	\$150.00
0288810		Membership # 300288810 Renewal - Ann Sweet	DUES & MEETINGS	\$150.00
Subtotal for Vendor 8356 - GOVERNMENT FINANCE OF				\$300.00
8382 SHAMROCK FOODS COMPANY				
31588679		Inmate meals	MEALS	\$695.86

Approved Invoices by Vendor- Summary

Huerfano County

Vendor Invoice	PO	Description	Account Description	Invoice Amt
8382	SHAMROCK FOODS COMPANY			
31588680		Inmate meals	MEALS	\$888.50
31610885		Inmate meals	MEALS	\$701.06
31610886		Inmate meals	MEALS	\$314.10
Subtotal for Vendor 8382 - SHAMROCK FOODS COMPA				\$2,599.52
8429	SHULTZ LAW OFFICE, LLC			
1118		IT, dispatch, Res, Mtg, agreement	PROFESSIONAL SERVICES	\$1,423.50
Subtotal for Vendor 8429 - SHULTZ LAW OFFICE, LLC :				\$1,423.50
8439	SOUTHERN COLORADO ECONOMIC DEV. DIS			
2024-124		EDA GRANT ADMINISTRATION	NON CAPITAL OUTLAY	\$817.50
Subtotal for Vendor 8439 - SOUTHERN COLORADO EC				\$817.50
8449	Urban Atelier LLC			
24004	244	On Call Planning Services for Huerfano county	PROFESSIONAL SERVICES	\$610.00
Subtotal for Vendor 8449 - Urban Atelier LLC :				\$610.00
8453	CIARLO'S EMERGENCY MANAGEMENT &			
Sept24	262	Contract to end of year	PROFESSIONAL SERVICES	\$7,000.00
Subtotal for Vendor 8453 - CIARLO'S EMERGENCY MAN				\$7,000.00
8475	21st Century Equipment LLC			
State83124		Late charge	OPERATING SUPPLIES	\$0.49
Subtotal for Vendor 8475 - 21st Century Equipment LLC				\$0.49
8498	Christiana Camacho			
Sept24		Reimbursement for travel to Denver for training	TRAVEL & TRANSPORTATION	\$227.61
Subtotal for Vendor 8498 - Christiana Camacho :				\$227.61
8499	Alfred J Garcia			
Sept24		Deposit Refund for Walsenburg Community Center 8/24/24	DEPOSIT REFUNDS WALSENBUR CC	\$300.00
Subtotal for Vendor 8499 - Alfred J Garcia :				\$300.00

Approved Invoices by Vendor- Summary

Huerfano County

Vendor Invoice	PO	Description	Account Description	Invoice Amt
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Grand Total: \$97,095.63

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
001 GENERAL FUND		
40124		LAND USE AND BUILDING \$910.00
40127		OTHER ADMINISTRATION \$4,690.04
40210		CLERK AND RECORDER \$227.61
40300		TREASURER \$56.00
40400		ASSESSOR \$2,846.13
40600		PUBLIC WORKS \$3,039.11
41510		DISTRICT ATTORNEY \$135.42
42110		SHERIFF \$2,336.91
42120		JAIL \$17,457.55
42135		SEARCH AND RESCUE \$60.00
44110		HEALTH DEPARTMENT \$13,000.00
46100		CSU COOPERATIVE EXTENSION \$3,893.75
46400		AIRPORT \$93.38
47900		ADMINISTRATION \$1,423.50
49500		IT/GIS DEPARTMENT \$115.47
50100		PARKS AND RECREATION \$300.00
		<hr/> \$50,584.87
002 ROAD & BRIDGE FUND		
43040		R/B MAINTENANCE OF CONDITI \$5,286.02
43080		R/B ADMINISTRATION \$484.77
		<hr/> \$5,770.79

Approved Invoices by Vendor- Summary

Huerfano County

Vendor Invoice	PO	Description	Account Description	Invoice Amt
	004	SPECIAL PROJECT FUND		
	45100	SPECIAL PROJECT FUND		\$26,587.33
				<u>\$26,587.33</u>
	051	P.I.L.T.		
	47200	PILT		\$6,000.00
				<u>\$6,000.00</u>
	068	WASTE TRANSFER ENTE		
	40800	WASTE TRANSFER STATION		\$70.36
				<u>\$70.36</u>
	069	EMERGENCY SERVICES		
	42100	EMERGENCY MANAGEMENT		\$7,000.00
	49000	EMERGENCY SERVICES FUND		\$245.37
				<u>\$7,245.37</u>
	070	GARDNER PUBLIC IMP D		
	49100	GARDNER PUBLIC IMP DISTRIC		\$836.91
				<u>\$836.91</u>
			Grand Total:	\$97,095.63

PURCHASE ORDER

Huerfano County

Purchase Order#: 297

Purchase OrderDate: 9/6/2024

Vendor: **Spatialest Inc / 8146**
PO Box 736053
Chicago, IL 60673-6053

Ship To: **401 Main Street -**
Walsenburg CO, 81089

Order Description:

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL COST	LEDGER
Annual fee	1	\$6,000.00	\$6,000.00	051-47200-52000
TOTAL:			\$6,000.00	

NOTES:

Annual fee for Property Portal

APPROVALS:

Approving Authority:

Budget Officer:

0514720052000

Item 7c.



To contact us about this invoice:
Spatialest, Inc.
Attn: Accounting Department
ar@schneiderGIS.com

Invoice

Date 04/30/2024
Invoice # I004251
Due Date 06/29/2024
PO #

Bill To
Huerfano County, Colorado
401 Main St., Ste. 205
Walsenburg CO 81089

For Technical Support:
Phone: 1-866-362-6789
Email: support@schneiderGIS.com

Page 1 of 1

To pay by check:
Schneider Geospatial, LLC
PO Box 7048, Group 13
Indianapolis, IN 46207-7048

To pay by ACH (Preferred Payment Method):
ABA/Routing#: 074900657 (First Merchants Bank)
Bank Account#: 9001324648
Remittance advice email: ar@schneiderGIS.com

Products : SaaS : Spatialest : Contracted	4/1/2024 - 12/31/2024	\$	6,000.00
Spatialest : Hosting : Property Portal			
Spatialest : Hosting : Client Discount			
		Total	\$ 6,000.00
		Total Amount Due	6,000.00

Please note that remittances are now payable to Schneider Geospatial, LLC for agreements previously entered into with The Schneider Corporation's geospatial division, qPublic, or qPublic.net.

MINI-GRANT AGREEMENT

THIS MINI-GRANT AGREEMENT (hereinafter “AGREEMENT”), dated this 10th day of September, 2024, made between Huerfano County (hereinafter referred to as “Grantee”) and Crowley County, Colorado, (hereinafter referred to as “County”) on behalf of the Southeast Colorado Opioid Response Settlement Region 19 (hereinafter referred to as “SECOR”). County and Grantee may individually be referred to as “Party”, or collectively as “Parties”.

WHEREAS, Grantee agrees to provide services for prevention and education services related to the Opioid Epidemic for the Southeast Colorado Opioid Response Settlement Region 19, as more fully defined in the Scope of Work provided by Grantee in response to the Request for Proposal; and

WHEREAS, County on behalf of SECOR agrees to fulfill the responsibilities and to pay Grantee for said services, as more fully defined below in Memorandum of Understanding, Exhibits A and E;

WHEREAS, the parties have reached an agreement concerning the engagement of Grantee, the work to be performed, payment for the work, and related matters and now desire to set forth the same in writing.

NOW THEREFORE, in consideration of the promises and considerations herein contained, County and Grantee hereby agree as follows:

ENGAGEMENT OF SERVICES

County, on behalf of SECOR, hereby engages and Grantee hereby accepts such engagement and is hired to perform the work and services upon all the terms and conditions set forth in this Agreement. Noncompliance may result in cancellation of the Contract by County, on behalf of SECOR.

SCOPE OF WORK AND ESTIMATED COST

The Scope of Work (or Work) to be performed by Grantee is more particularly described in Exhibits A and E, hereto and incorporated herein by this reference. The parties agree that the Scope of Work includes the items set forth in Exhibits A and E. The parties further agree that as Work commences, the Scope may change and, in such case, the parties agree to jointly prepare a written Amendment or an Addendum to this Agreement to reflect any such change, definition, and/or refinement as may occur and be agreed upon by both parties, after approval by the SECOR Board. Specifically, the parties agree that they will undertake such procedure if the Scope changes as a result of updates from the State regarding the Opioid settlement and related funds.

Based upon the information provided by Grantee, SECOR has awarded Grantee **\$10,000** for the year following execution of this contract and payment shall be provided at the commencement of the contract and any unexpended funds remaining at the end of the contract term must be returned to County for SECOR.

COMPENSATION

All costs shall be in the performance of the Work in accordance with Exhibits A and E as described for Fiscal Year 2024, not to exceed the stated amounts.

As the Work commences and proceeds, Grantee agrees to keep County informed if it anticipates the existence of any unexpended funds. Any unexpended funds existing at the termination of this agreement must be returned to County for SECOR.

No Multi-Fiscal Year Obligation on County. This Agreement is expressly made subject to the limitations of the Colorado Constitution. Nothing herein shall constitute, nor deemed to constitute, the creation of a debt or multi-year fiscal obligation or an obligation of future appropriations by the County, contrary to Article X, § 20 Colorado Constitution or any other constitutional or statutory debt limitation. The obligations of the County under this Agreement are subject to annual appropriations made for that purpose. Additionally, the obligations of the County under this Agreement are subject to the continued funding pursuant to the State Contract.

MONITORING ACTIVITIES

The County may require the Grantee to provide copies of other program progress or financial reports or documentation, including those reports or documentation that the Grantee may submit to other funding entities. The County may conduct other monitoring activities as necessary throughout the period of this Agreement to determine program progress and for purposes of data base computation and/or program evaluation. Such monitoring activities may include, but not be limited to, receipt of Grantee's monthly Board meeting agenda, minutes, etc.; attendance at Grantee's Board meetings; and on-site visits, including access to all records and documentation maintained by the Grantee.

ADDITIONAL RESPONSIBILITIES OF COUNTY

The County, at its sole cost and expense, shall cooperate with Grantee in all respects, including but not limited to, the provision of information pertaining to the Scope of Work to be performed by Grantee.

County designates **Rose Pugliese, SECOR Facilitator and Legal Counsel**, to act as County representative(s) for the Work to be performed under this Agreement. Such person(s) shall have the authority to transmit instructions to Grantee through Grantee designated representative(s), to receive information, and to interpret and define County's policies and decisions with respect to all aspects of the Work covered by this Agreement.

ADDITIONAL RESPONSIBILITIES OF GRANTEE

Grantee agrees to perform Work with the same degree of care, skill and diligence as is ordinarily possessed and exercised in the same profession under similar circumstances. Grantee shall ensure that its subcontractors, if any, have the level of skill in the area commensurate with the requirements of the scope of services to be performed, and that any work performed by such subcontractors will comply with SECOR Policies. Grantee shall at all times serve the best interests of County in connection with such services and shall advise County when services it requests are not in the County's best interests.

Grantee designates Carl Young to act as Grantee's representative(s) for the Work to be performed under this Agreement. County acknowledges and understands that Grantee personnel involvement will be based on specific task needs.

Grantee agrees to undertake the following obligations during the term of this Agreement and perform such services in accordance with the terms of this Agreement. Grantee shall adhere to principles of harm reduction when delivering all services.

INVOICING AND EXPENSE TRACKING

Full disbursement of monies will commence within fourteen (14) days of the execution of this agreement. The funds shall remain available to Grantee for one (1) year from the date of execution. Grantee shall submit a report at end of the grant cycle. Reports shall include all relevant receipts. Such reports shall be provided electronically to the following contacts for the County and SECOR:

Rose Pugliese
SECOR Facilitator
puglieselawfirm@gmail.com

LaShelle Benbow
Crowley County Finance Director
Lashelle.benbow@crowleycounty.net

AMENDMENTS

SECOR may, from time to time, request changes in the Scope of Services of the Grantee to be performed hereunder. Such changes that are mutually agreed upon by and between SECOR and the Grantee shall be incorporated in a written amendment to this agreement executed by County, on behalf of SECOR, and Grantee.

COMMENCEMENT AND COMPLETION

Grantee agrees to begin performance of the Work following disbursement of the funds. Thereafter, Grantee shall execute the Work with due diligence and the Work shall be completed in a timely manner commensurate with the tasks involved in the Exhibits A and E, which Grantee has agreed

to perform.

Grantee will take reasonable steps to mitigate the impact of any delay in performing the Scope of Work, even if it results from causes beyond the reasonable control or contemplation of Grantee. This Agreement shall remain in effect for one (1) calendar year following the execution of this Agreement. Any extension of time or further award to Grantee by SECOR must be approved by the SECOR Board and shall require a written amendment or addendum to this Contract executed by the County, on behalf of SECOR, and Grantee.

CONFIDENTIALITY AND WORK PRODUCT

Grantee and County agree that all work product, including data gathered and reports generated pursuant to this engagement, are to be kept confidential between County and Grantee, except for disclosures required pursuant to SECOR. The parties agree that County and SECOR will be free under this Agreement to make any disclosure of information required by the Colorado Open Records Act. It is the expectation of County that much of the Work performed including data gathered and reports generated may become public records and at such time as the County and/or SECOR makes the same public records then the obligation of confidentiality shall expire and be of no further force and effect as to those records made public by the County.

Grantee and County recognize and agree that any work product submitted by Grantee and any subcontractors in the performance of this Agreement are a part of the services rendered and are intended only for SECOR and County's use and benefit.

LIABILITY INSURANCE

Grantee shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Agreement are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Grantee, agents, representatives, employees or sub-consultants.

The insurance requirements herein are minimum requirements for this Agreement and in no way limit the indemnity covenants contained in this Agreement.

The County in no way warrants that the minimum limits contained herein are sufficient to protect Grantee from liabilities that might arise out of the performance of the work under this Agreement by Grantee, its agents, representatives, employees, or sub-consultants. Grantee shall assess its own risks and if it deems appropriate and/or prudent, maintain higher limits and/or broader coverages. Grantee is not relieved of any liability or other obligations assumed or pursuant to the Agreement by reason of its failure to obtain or maintain insurance in sufficient amounts, duration, or types.

Grantee shall provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a "following form" basis.

Workers' Compensation Insurance. Grantee and all subcontractor(s), if any, engaged by Grantee

shall comply with the requirements of the Workers' Compensation Act of Colorado, as amended, and shall provide Workers' Compensation Insurance, including Occupational Disease Provision, to protect Grantee and its subcontractors, if any, from and against any and all Workers' Compensation claims arising from performance of Work under the Agreement. This requirement shall not apply when Grantee or a subcontractor is exempt under the Workers' Compensation Act of Colorado.

Professional Liability (Errors and Omissions Liability). Grantee shall procure and maintain at its own expense during the term of this Agreement and for such additional time as Work is being performed, Professional Liability Insurance covering all Work to be performed under this Agreement. This insurance shall be written with a minimum limit of \$1,000,000.00 for each claim and annual aggregate. In the event that any professional liability insurance required by this Agreement is written on a claims- made basis, Grantee warrants that any retroactive date under the policy shall precede the effective date of this Agreement; and that either continuous coverage will be maintained, or an extended discovery period will be exercised for a period of three (3) years beginning at the time work under this Agreement is completed. The Policy shall contain a waiver of subrogation against the County.

SUSPENSION OF WORK

Work under this Agreement may be suspended in accordance with the following provisions:

By County. Upon written notice to Grantee, SECOR, through the County, may suspend all or a portion of the Work under this Agreement if unforeseen circumstances make normal progress of the Work impracticable. Grantee shall be compensated for its reasonable expenses resulting from such suspension including the expenses of mobilization and demobilization, subject to the availability of grant funding. If any such suspension is greater than 30 days, then Grantee shall have the right to terminate this Agreement in accordance with the termination language provided herein.

By Grantee. Upon written notice to County, Grantee may suspend the Work if Grantee reasonably determines that circumstances not caused by Grantee substantially interfere with normal progress of the Work.

TERMINATION

This Agreement may be terminated as follows:

By County. (i) SECOR, through the County, may termination this Agreement for its convenience with 30 days' notice to Grantee, or (ii) for cause if Grantee materially breaches this Agreement through no fault of SECOR or County and Grantee neither cures such material breach nor makes reasonable progress towards cure within ten days after County has given written notice of the alleged breach to Grantee .

By Grantee. (i) For cause, if County materially breaches this Agreement through no fault of Grantee and County neither cures such material breach nor makes reasonable progress towards cure within ten days after Grantee has given written notice of the alleged breach to SECOR and

County, or (ii) upon five days' notice if Work under this Agreement has been suspended by either County or Grantee in the aggregate for more than 30 days.

Payment Upon Termination. In the event of termination, Grantee shall perform such additional work at the direction of the SECOR and County as is reasonably necessary for the orderly closing of the Work. Grantee shall be compensated for all work performed prior to the effective date of termination, plus work required by SECOR and County for the orderly closing of the Work. All remaining funds shall be returned to County for SECOR within seven (7) days of termination of all Work.

INDEPENDENT CONTRACTOR

The parties understand and agree that Grantee shall, at all times during the term of this Agreement, be deemed an independent contractor and not an employee of the County, and shall be responsible for, and obligated to pay on behalf of its employees, all withholding taxes, social security, unemployment, Workers' compensation, and/or other taxes and shall indemnify and hold the County harmless from and against any and all claims for the same period. Grantee acknowledges and agrees that all of its personnel are its employees only, and not employees or agents of the County for any purpose whatsoever, including for purposes of Workers' Compensation. Grantee has no authority to enter into contracts or other binding obligations on behalf of the County.

NOTICES

Any notices required or permitted under this Agreement shall be by personal delivery, electronic mail, or Certified Mail sent the United States Post Office at the addresses set forth below:

Notice to County

Rose Pugliese, SECOR Facilitator and Legal Counsel
9235 N. Union Blvd., Suite 150, #128
Colorado Springs, Colorado 80920
Puglieselawfirm@gmail.com

Notice to Grantee:

Huerfano County Board of County Commissioners
401 Main Street, Suite 201
Walsenburg, Colorado 81089
commissioners@huerfano.us and cc: administrator@huerfano.us

GOVERNING LAW

This Agreement shall be construed and interpreted under the laws of the State of Colorado.

SEVERABILITY

In the event one or more, but not all, of the provisions of this Agreement are declared to be unlawful or unenforceable by a Court of competent jurisdiction, such determination shall not affect the legality or enforceability of the remainder of the terms and provisions of this Agreement.

BINDING

When executed by the parties hereto, this Agreement shall be a binding agreement and shall inure to the benefit of and be binding upon the parties hereto, their successors and permitted assigns. Neither party may assign this Agreement without the express written permission of the other party which permission may be denied for any reason, including an arbitrary reason.

DUPLICATES

This Agreement may be executed in duplicate original counterparts, each of which shall constitute an original but all which shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement effective the day and date first set forth above.

Grantee BY: Arica Andreatta, Chair, Board of County Commissioners

_____ Date

Crowley County

BY: Roy Elliott

_____ Date

Exhibit A

POTENTIAL OPIOID ABATEMENT APPROVED PURPOSES

I. TREATMENT

A. TREATMENT OF OPIOID USE DISORDER AND ITS EFFECTS

1. Expand availability of treatment, including Medication-Assisted Treatment (MAT), for Opioid Use Disorder (OUD) and any co-occurring substance use or mental health issues.
2. Supportive housing, all forms of FDA-approved MAT, counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it.
3. Treatment of mental health trauma issues that resulted from the traumatic experiences of the opioid user (e.g., violence, sexual assault, human trafficking) and for family members (e.g., surviving family members after an overdose or overdose fatality).
4. Expand telehealth to increase access to OUD treatment, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
5. Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
6. Scholarships for certified addiction counselors.
7. Clinicians to obtain training and a waiver under the federal Drug Addiction Treatment Act to prescribe MAT for OUD.
8. Training for health care providers, students, and other supporting professionals, such as peer recovery coaches/recovery outreach specialists, including but not limited to training relating to MAT and harm reduction.
9. Dissemination of accredited web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
10. Development and dissemination of new accredited curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service Medication-Assisted Treatment.
11. Development of a multistate/nationally accessible database whereby health care providers can list currently available in-patient and out-patient OUD treatment services that are accessible on a real-time basis.

12. Support and reimburse services that include the full American Society of Addiction Medicine (ASAM) continuum of care for OUD.
13. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-informed practices such as adequate methadone dosing.

B. INTERVENTION

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer, if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorder.
3. Training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on the late adolescence and young adulthood when transition from misuse to opioid disorder is most common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management and/or support services.
6. Support work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
7. Create school-based contacts whom parents can engage to seek immediate treatment services for their child.
8. Develop best practices on addressing OUD in the workplace.
9. Support assistance programs for health care providers with OUD.
10. Engage non-profits and faith community as a system to support outreach for treatment.

C. CRIMINAL-JUSTICE-INVOLVED PERSONS

1. Address the needs of persons involved in the criminal justice system who have OUD and any co-occurring substance use disorders or mental health (SUD/MH) issues.

2. Support pre-arrest diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH issues, including established strategies such as:
 - a. Self-referral strategies such as Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);
 - b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
 - c. “Naloxone Plus” strategies, which work to ensure that individuals who have received Naloxone to reverse the effects of an overdose are then linked to treatment programs;
 - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model; or
 - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network.
3. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH issues to evidence-informed treatment, including MAT, and related services.
4. Support treatment and recovery courts for persons with OUD and any co-occurring SUD/MH issues, but only if they provide referrals to evidence-informed treatment, including MAT.
5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH issues who are incarcerated, on probation, or on parole.
6. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate re-entry services to individuals with OUD and any co-occurring SUD/MH issues who are leaving jail or prison or who have recently left jail or prison.
7. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

D. WOMEN WHO ARE OR MAY BECOME PREGNANT

1. Evidence-informed treatment, including MAT, recovery, and prevention services for pregnant women or women who could become pregnant and have OUD.
2. Training for obstetricians and other healthcare personnel that work with pregnant women and their families regarding OUD treatment.

3. Other measures to address Neonatal Abstinence Syndrome, including prevention, care for addiction and education programs.
4. Child and family supports for parenting women with OUD.
5. Enhanced family supports and child care services for parents receiving treatment for OUD.

E. PEOPLE IN TREATMENT AND RECOVERY

1. The full continuum of care of recovery services for OUD and any co-occurring substance use or mental health issues, including supportive housing, residential treatment, medical detox services, peer support services and counseling, community navigators, case management, and connections to community-based services.
2. Identifying successful recovery programs such as physician, pilot, and college recovery programs, and providing support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
3. Training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users, including reducing stigma.
4. Community-wide stigma reduction regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
5. Engaging non-profits and faith community as a system to support family members in their efforts to help the opioid user in the family.

II. PREVENTION

F. PRESCRIBING PRACTICES

1. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
2. Academic counter-detailing.
3. Continuing Medical Education (CME) on prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Fund development of a multistate/national prescription drug monitoring program (PDMP) that permits information sharing while providing appropriate safeguards on sharing of private information, including but not limited to:

- a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for health care providers relating to OUD.
 - b. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database.
6. Educating dispensers on appropriate opioid dispensing.

G. MISUSE OF OPIOIDS

1. Corrective advertising/affirmative public education campaigns.
2. Public education relating to drug disposal.
3. Drug take-back disposal or destruction programs.
4. Fund community anti-drug coalitions that engage in drug-abuse prevention efforts.
5. School-based programs that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
6. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, or training of coalitions in evidence-informed implementation.
7. School and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
8. Engaging non-profits and faith community as a system to support prevention.

H. OVERDOSE DEATHS AND OTHER HARMS

1. Increasing availability and distribution of naloxone and other drugs that treat overdoses to first responders, overdose patients, opioid users, families and friends of opioid users, schools, community navigators and outreach workers, drug offenders upon release from jail/prison, and other members of the general public.
2. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, and other members of the general public.

L. STAFFING AND TRAINING

1. Funding for programs and services regarding staff training and networking to improve staff capability to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-systems coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD (e.g., health care, primary care, pharmacies, PDMPs, etc.).

M. RESEARCH

1. Funding opioid abatement research.
2. Research improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to OUD.
3. Support research for novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
4. Support for innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
5. Expanded research for swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).
6. Research expanded modalities such as prescription methadone that can expand access to MAT.

N. OTHER

1. Administrative costs for any of the approved purposes on this list.

3. Developing data tracking software and applications for overdoses/naloxone revivals.
4. Public education relating to emergency responses to overdoses.
5. Free naloxone for anyone in the community.
6. Public education relating to immunity and Good Samaritan laws.
7. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
8. Syringe service programs, including supplies, staffing, space, peer support services, and the full range of harm reduction and treatment services provided by these programs.
9. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

III. ADDITIONAL AREAS

I. SERVICES FOR CHILDREN

1. Support for children's services: Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

J. FIRST RESPONDERS

1. Law enforcement expenditures relating to the opioid epidemic.
2. Educating first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
3. Increase electronic prescribing to prevent diversion and forgery.

K. COMMUNITY LEADERSHIP

1. Regional planning to identify goals for opioid reduction and support efforts or to identify areas and populations with the greatest needs for treatment intervention services.
2. Government dashboard to track key opioid-related indicators and supports as identified through collaborative community processes.

Schedule B Approved Uses

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“*OUD*”) and any co-occurring Substance Use Disorder or Mental Health (“*SUD/MH*”) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:²

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (“*MAT*”) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“*ASAM*”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“*OTPs*”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

² As used in this Schedule B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.
8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a *DATA 2000* waiver.
13. Disseminate web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.

12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“*PAARP*”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“*DART*”) model;
 3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“*LEAD*”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.

2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (“CTI”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (“NAS”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.

3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.
5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
10. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.

4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“*PDMPs*”), including, but not limited to, improvements that:
 1. Increase the number of prescribers using *PDMPs*;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using *PDMPs*, by improving the interface that prescribers use to access *PDMP* data, or both; or
 3. Enable states to use *PDMP* data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within *PDMP* data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring *PDMPs* incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“*SAMHSA*”).

7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and

- to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
 3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
 4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“ADAM”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.



Legislative Committee Commissioner Designation Form

Each Board of County Commissioners must designate a commissioner to serve on CCI's Legislative Committee to vote on the 2025 Legislative Priorities.

Declaration of Designee:

The BOCC appoints Commissioner _____ to serve
(First & Last Name)

on CCI's Legislative Committee on behalf of _____ county.
(County Name)

Declaration of Alternate:

In the event our designee is no longer able to participate in this meeting; we designate

Commissioner _____ as alternate
(First & Last Name)

Certification by the BOCC Chair:

Signed: _____
Board Chair

Date: _____

Please return or send questions to Katie First
Kfirst@ccionline.org | M: 614.774.6261
Due: Friday, September 27, 2024



MEMORANDUM

MEETING TYPE: Board of County Commissioners

MEETING DATE: September 10, 2024

ITEM NAME: SIP GovGrant Approval to Accept

SUBMITTED BY: Carl Young, County Administrator

SUMMARY: This is a request to accept the award of a Statewide Internet Portal Authority (“SIPA”) GovGrant in the amount of \$198,440. Our project involves moving our permit and licensing processes to Tyler Technologies’ Enterprise Permitting and Licensing system as well as adopting Tyler Technologies’ Engagement Builder system which will allow the County to offer digital versions of our remaining forms and ultimately streamline certain processes. This grant will cover implementation costs..

RECOMMENDATION: Motion to accept the award of a SIPA GovGrant in an amount not to exceed in the amount of \$198,440.

BACKGROUND: SIPA is a government entity that exists to serve other Colorado governments by saving them time and money through a simplified procurement process with suppliers vetted by SIPA. The goals for the GovGrants Program include: (1) Improving the efficiency and effectiveness of government service delivery to the people of Colorado; (2) Implementing innovative, high-impact technology solutions that help to cement Colorado’s status as a leader in civic technology; and (3) Supporting the Governor’s policy agenda and concentrating our impact in priority policy areas

BOARD ACTION TAKEN:

APPROVED

DENIED

OTHER

SIGNATURE OF THE CHAIR: _____

NOTES:

System Totals Report

Gardner Public Improvement District

Water 0045.0100 Sold This Month

235,780 Gallons

	Amount (\$)	# Of Accounts
Total Water 0045.0100	2,354.22	52
Total Sewer 0045.0200	2,212.00	72
Total Late Fee 0045.050	140.00	14
Total Adjustments		
Total Water Plant Inves	52.00	52
Total Other 3	12.00	4
Total Sewer Plant Inves	204.00	68
Total Current Charges	4,974.22	75
<hr/>		
Amount Past Due 1-30 Days	578.57	5
Amount Past Due 31-60 Days	85.12	1
Amount Past Due Over 60 Days	669.87	2
Amount Of Overpayments/Prepayments	(5,899.59)	64
Total Receivables	408.19	32

Total Receipts On Account	5,283.24	59
Net Change in Deposits	0.00	0
Amount of All Deposits	720.00	12
Amount of All Deposit 2	60.00	1
Turned Off Accounts (Amount Owed)	0.00	
Collection Accounts (Amount Owed)	-294.25	26
Number Of Unread (Turned On) Meters		1
Average Usage For Active Meters	4,534	52
Average Water 0045.0100 Charge For Active	45.27	52

Meters Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		0	0	0.00	0.00
40,001-50,000		0	0	0.00	0.00
30,001-40,000		0	0	0.00	0.00
20,001-30,000		2	43,230	18.33	11.24
10,001-20,000		4	51,410	21.80	12.65
8,001-10,000		2	17,850	7.57	4.78
6,001-8,000		4	27,700	11.75	8.16
4,001-6,000		8	41,560	17.63	14.12
2,001-4,000		16	45,620	19.35	24.93
1-2,000		13	8,410	3.57	19.71
Zero Usage		3	0	0.00	4.42
<hr/>					
Total Meters		52	235,780	100.00	100.00

System Totals Report

Gardner Public Improvement Distric

Monthly Reconciliation

Ending Receivables (Last Month)		717.21
Sales this Month	+	4,974.22
Adjustments this Month		0.00
Less Payments this Month	-	5,283.24
		<hr/>
	=	408.19
 Total Receivables		 408.19
 Ending Deposits (Last Month)		 780.00
Changes this Month		0.00
		<hr/>
	=	780.00
 Total Deposits		 780.00

**COLORADO****Department of Transportation**

Region 2

Project Priority Programming Process (4P) Meeting Huerfano and Las Animas Counties

September 25, 2024**10:00 AM - 12:00 PM**

Las Animas County Chambers
200 E First St, Trinidad, CO 81082, USA

Join Zoom Meeting

<https://cdot.zoom.us/j/86274113366?pwd=gtR8HA011yGillbNHTusB3VYjoMnnx.1>

Meeting ID: 862 7411 3366

Passcode: 784787

The Colorado Department of Transportation (CDOT) would like to engage with you during our Project Priority Programming Process Meetings (commonly referred to as '4P'). These 4P Meetings are an opportunity for CDOT Region 2 staff to meet with our respective counties' stakeholders and have a discussion on project status, priorities, and general feedback regarding CDOT's transportation system.

We respectfully request that you extend this invitation to all applicable local agency staff and elected officials, human service organizations, transit agencies, emergency services providers, and anyone else within your county that you feel would benefit from this discussion.

CDOT Region 2 welcomes this opportunity to hear about your transportation priorities and needs, as well as any concerns or issues your county may be experiencing. Additionally, we will provide an overview of CDOT's funding picture so there is a better understanding on the **how** and **why** behind the decisions we make.

If you have questions about these upcoming CDOT Region 2 4P Meetings, please contact Geoff Guthrie, CDOT Region 2 Transportation Planning Supervisor, at 719.251.0444, or by email: geoffrey.guthrie@state.co.us

Sales Summarized by Product

Site: **Spanish Peaks Airport**

Created on (UTC):

Terminal: M4000-4000155

Start Date: 8/1/2024

End Date: 8/30/2024

Name	Total Amount	Total Units	Total Count
100LL	\$11730.95	2346.190	58
Jet A	\$901.80	180.360	3

Running Totals

Number of Sales: 61**Sale Total: \$12632.75****Units Total: 2526.550**

Huerfano County, Colorado

Activity Summary Report By Account For Product

Date Range From: 8/1/2024 12:00:01 AM To: 8/31/2024 12:59:59 PM

Product ID	Product Name	Transactions	Total Quantity	Total Amount
Account: 1		Account Name: Road and Bridge		
01	UNLEADED	19	396.100	\$1,109.08
06	#2 DIESEL	52	2,455.100	\$8,838.36
Totals for Account:			2,851.200	\$9,947.44

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 10		Account Name: Emergency Management		Item 8h.
01	UNLEADED	8	112.000	\$313.60
Totals for Account:			112.000	\$313.60

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 11		Account Name: Public Works		<i>Item 8h.</i>
01	UNLEADED	5	85.200	\$238.56
Totals for Account:			85.200	\$238.56

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 2		Account Name: Las Animas Huerfano County Health Dept		<i>Item 8h.</i>
01	UNLEADED	7	105.300	\$294.84
Totals for Account:			105.300	\$294.84

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 3		Account Name: Huerfano County Sheriffs Office		<i>Item 8h.</i>
01	UNLEADED	56	572.000	\$1,601.60
Totals for Account:			572.000	\$1,601.60

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 4		Account Name: Huerfano County Administration		<i>Item 8h.</i>
01	UNLEADED	1	14.300	\$40.04
Totals for Account:			14.300	\$40.04

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 5		Account Name: Huerfano County Assessor		Item 8h.
01	UNLEADED	4	31.600	\$88.48
Totals for Account:			31.600	\$88.48

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 6		Account Name: Huerfano County Recreation		Item 8h.
01	UNLEADED	7	75.300	\$210.84
Totals for Account:			75.300	\$210.84

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 7		Account Name: Department of Human Services		Item 8h.
01	UNLEADED	12	150.400	\$421.12
Totals for Account:			150.400	\$421.12

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 8		Account Name: Building Department		<i>Item 8h.</i>
01	UNLEADED	5	41.800	\$117.04
Totals for Account:			41.800	\$117.04

Product ID	Product Name	Transactions	Total Quantity	Total
Account: 9 IT-GIS		Account Name: IT-GIS		
01	UNLEADED	1	2.800	\$7.84
Totals for Account:			2.800	\$7.84

Item 8h.

Report Product Totals

Product ID	Product Name	Transactions	Total Quantity	Total Amount
01	UNLEADED	125	1,586.800	\$4,443.04
06	#2 DIESEL	52	2,455.100	\$8,838.36
Totals For Report:			4,041.900	\$13,281.40

Arica Andreatta, Commissioner
Karl Sporleder, Commissioner
Mitchell Wardell, Commissioner



Item 9a.

HUERFANO COUNTY GOVERNMENT ADMINISTRATOR’S REPORT

Date: September 10, 2024
To: Huerfano County Board of County Commissioners
From: Carl Young, County Administrator
Re: Report for the September 10th Regular BOCC Meeting

Please accept the following report of accomplishments, updates, and upcoming activities.

Open Positions

- Deputy Officer – Open Until Filled
- Detention Officer – Open Until Filled

All County Job Openings, including duties, qualifications, and wages are posted on the County Website at <https://www.governmentjobs.com/careers/huerfano>

Notes to the Board

- At 4 p.m. on Wednesday, Aug. 28, 2024, Huerfano County staff became aware of an issue with the Gardner Public Improvement District (GPID) water system. The entire system was without water until a leak on an unmapped service line was found and repaired late Friday. Water pressure returned to normal levels by Saturday Afternoon. The Boil Water advisory was lifted on Wednesday, September 4, 2024 at 3PM after test results cleared the system for normal operation. The bulk water service was reopened at 5PM the same day.

Our efforts to diagnose the issue and repair the system were led by System Operator Chris Behaver and Interim Public Works Director Lester Berry, both of whom demonstrated their professional skill and work ethic in their efforts to resolve this issue. County Staff from Road and Bridge, Emergency Management, Public Works, Admin/Finance, and IT among others supported their efforts.

Special thanks to the Upper Huerfano Fire Protection District for leading water distribution efforts; Barnett Pump Service and Andreatta Well Service for their assistance diagnosing the system; Arrowhead, Safeway, Sam’s Club, Lowe’s, and Home Depot for water donations and the residents of the Gardner Public Improvement District for their understanding, support, and patience.

The County will conduct an after action review to discuss the repair operation and related efforts and identify strengths and weaknesses to improve County Operations, particularly around future incidents and emergencies.

- ITB 2024-03 for replacement of the County Road 543 Bridge over the Huerfano River is currently open and will close on September 20, 2024 at 1PM MT

- We are currently accepting Letters of Interest for the following Boards and Commissions:
 - Raymond Aguirre Community Center Advisory Board
 - Huerfano County Tourism Board
 - Planning Commission
 - Board of Adjustment
 - Huerfano County Building Authority
 - Board of Review

Letters of interest should be mailed to Huerfano County Board of County Commissioners, 401 Main St., Suite 201, Walsenburg, CO 81089 or emailed to hwelsh@huerfano.us - if emailing, please attach letter of interest as a document. Interested parties are also able to apply via the County website at

<https://huerfanocounty-co.municodemeetings.com/bc/application>

Activities

- Wednesday, August 14, 2024 – Attended meeting with new HCED Bookkeeping/Accounting Firm to discuss invoicing of Incubator EDA Grant Documents
- Wednesday, August 14, 2024 – Met with Baker Tilly regarding Strong Communities and Local Planning Capacity Grant project
- Friday, August 16, 2024 – Met with KLJ along with Anthony Luginbill to kickoff GIS Support Services
- Friday, August 16, 2024 – Attended meeting with South Central COG to interview potential policy and grant writing consultant
- Friday, August 16, 2024 – Met with Louis Lukondi regarding Local Planning Capacity Grant project
- Wednesday, August 21, 2024 – Attended Wheelhouse Management Meeting
- Wednesday, August 21, 2024 – Attended CCI Tax and Finance Steering Committee
- Wednesday, August 21, 2024 – Met with Lola Spradley and Carlton Croft from HCED along with Robert Gilbert to discuss housing project coordination, Local Planning Capacity Grant, and tourism
- Wednesday, August 21, 2024 – Attended Harassment Training
- Thursday, August 22, 2024 – Attended ACCA Forum on Strengthening Fraud, Waste, and Abuse Prevention

- Friday, August 23, 2024 – Met with County Coroner Vonnie Valdez about the need for a vehicle for her office
- Friday, August 23, 2024 – Had a quick touchbase call with Aaron Skorch regarding the Fox Theatre Walsenburg Phase 2 project
- Monday, August 26, 2024 – Attended CCI Tax and Finance Steering Committee
- Monday, August 26, 2024 – Met with Joe Sherrell from the FAA as well as Jake Hoban and Roy Daniels from Garver regarding FAA Funding for the Spanish Peaks Airfield Electrical Rehab Project
- Monday, August 26, 2024 – Met with Scott Florence from Verkada and Justin Land from Convergent along with Brittney Ciarlo and Anthony Luginbill to discuss access control and other physical security projects
- Wednesday, August 28, 2024 – Attended Wheelhouse Management Meeting
- Wednesday, August 28, 2024 – Attended Spanish Peaks Outdoor Coalition Meeting on Partnership Structure. Next Meeting is Monday, September 16 at 1PM at the Trinidad Community Center
- Wednesday, August 28, 2024 – Attended HCED Board Meeting
- Wednesday, August 28, 2024 – Attended Raymond Aguirre Community Center Advisory Board Meeting
- Thursday, August 29, 2024 – Attended Pre-Bid Conference for the project to replace the CR 543 Bridge over the Huerfano River.
- Thursday, August 29, 2024 – Met with Ray Bongiovanni about next steps on his Wood Burial CUP. Once CDPHE completes their review and issues a recommendation, we will have a public comment period and then a hearing to accept or reject the recommendation.
- Friday, August 30, 2024 – Held Interviews for Admin Assistant position
- Monday, September 2, 2024 – Met with Brittney Ciarlo, Raquel Rodriguez, and Darren Sanchez for their regular Dispatch Coordination Meeting
- Wednesday, September 4, 2024 – Had a quick touchbase meeting with Sheriff Newman and Krissie Aldretti on Equipment, Vehicles, and general coordination with the SO
- Thursday, September 5, 2024 – Spoke with Katherine Correll about strategic planning for development of a County Revitalization Authority
- Friday, September 6, 2024 – Held second round interviews for Admin Assistant Position

- Friday, September 6, 2024 – Met with McKinstry along with Brittney Ciarlo regarding the Jail Kitchen, Law Enforcement Center HVAC, Fox Theatre Walsenburg Phase 2, and 129 Kansas Projects
- Monday, September 9, 2024 – Held follow up meeting with McKinstry along with Brittney Ciarlo on 129 Kansas Project
- Monday, September 9, 2024 – Met with Tyler Technologies to discuss County processes to prepare for an Onsite Visit in October