



BOARD OF HUMAN SERVICES AGENDA

July 16, 2024 at 11:00 AM

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

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

11:00 AM - BOARD OF HUMAN SERVICES 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. ACTION ITEMS
 - a. June Meeting Minutes Approval
 - b. June Financials Approvals
4. STAFF REPORTS
 - a. Staff Reports:
 - A. Adult Services
 - B. Assistance Payments Unit
 - C. Child Welfare Unit
 - D. Family Resource Center
 - E. Overall Organization
5. EXECUTIVE SESSION
6. ADJOURNMENT
7. UPCOMING MEETINGS

Huerfano Board of Human Services
Huerfano County Department of Human Services
Minutes: June 18, 2024



Item 3a.

The Huerfano County Board of Human Services regular meeting was held on April 18, 2024. It was called to order at 11:08 am. In attendance were Commissioner Arica Andreatta, and Commissioner Karl Sporleder. Also in attendance were Department of Human Services Director, Dr. Heather Wellman; and County Administrator, Carl Young, Finance Director Kim Trujillo, and Robert Gilbert.

1. AGENDA APPROVAL

Motion to approve the agenda was made by Commissioner Andretta and seconded by Commissioner Sporleder.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder **Motion Passes**

2. ACTION ITEMS

a. May Board of Human Services Minutes Approval

Motion to approve the minutes was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder **Motion Passes**

b. May Financial Reports Approval

Motion to approve the financial reports was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder **Motion Passes**

c. FRC Contract: La Veta RE-1

Motion to approve FRC Contract : La Veta RE-1 was made by Commissioner Sporleder and seconded by .Commissioner Andreatta

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder **Motion Passes**

d. FRC Contract: Huerfano RE-1 Truancy

Motion to approve FRC Contract : Huerfano RE-1 Truancy was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder, **Motion Passes**

e. FRC Contract: Health Department Peer Recovery

Motion to approve FRC Contract : Health Department Peer Recovery was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder **Motion Passes**

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f. FRC Contract: Loanne Shackelford

Motion to approve FRC Contract :Loanne Shackelford was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder. **Motion Passes**

g. Las Animas/Huerfano CMA Agreement

Motion to approve Las Animas/Huerfano CMA Agreement was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder **Motion Passes**

4. STAFF REPORTS

a. Adult Services

Case reports were given. There was discussion of the need for a Case Aide. The Elder Abuse fair turn out was great. Commodities is on a waitlist.

b. Assistance Payments Unit

Exciting report this month. Case numbers have stayed about the same, but we have improved our timeliness. EBT card in hand has made an improvement. We are four months ahead of schedule for improvements to timeliness.

c. Child Welfare Unit

22 open cases, 27 kids total. Case loads remain steady. 2 Adoptions coming up. All staff in the unit have completed their required training. 100% on contacts. Visitation load has gone up 60%. Increase of 68% in referrals. Huge increase!

d. Family Resource Center

Had 2 referrals this month. Working with 11 families. Andrea family support center in Las animas. Working on grants and finances with Karina to close out the year. Forward together campaign. Hula has offered to share their data with us to see what we could be missing in our community.

E. Organizational Update

Julie is still filling in for conflicted cases with Caitlin. Working to correct systems and figure out what is missing or hasn't been done. Phone contract is taking effect soon. Dr. Wellman appointed to the Infant and Early Childhood Mental Health Steering Committee. Forms are being updated in the office. Digitizations kids off in July. Dr. Wellman met with the health department consultants and will meet with the health department in July. Dr. Wellman was able to meet with CDHS officials about training needs. The commissioners were updated on progress toward goals. All units are ahead of schedule.

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6. ADJOURNMENT

Motion to adjournment at 11:50 am was made by Commissioner Sporleder and seconded by Commissioner Andreatta.

Voting: Yes: Commissioner Andreatta, Commissioner Sporleder, Commissioner Galusha

Motion Passes

Arica Andreatta
Commissioner, HCBOCC

Heather Wellman, PhD, HCDHS Director

HUERFANO COUNTY BOARD OF COMMISSIONERS
APPROVAL OF HUMAN SERVICES EXPENDITURES AND AUTHORIZATIONS
June-24

EXPENDITURES:		AMOUNT	Information Only
			MAY
Administrative Expenditures		\$ 32,896.57	\$ 59,146.62
Employee Wages & Benefits	INCLUDES POWELL PAYOUT	\$ 135,991.19	\$ 99,145.00
Total Expenditures		\$ 168,887.76	\$ 158,291.62

AUTHORIZATIONS:

	# of Cases			
Temporary Assistance to Needy Families	52	\$	24,623.32	\$ 22,573.12
Old Age Pension	52	\$	70,150.61	\$ 17,640.83
Aid to the Needy Disabled	18	\$	7,451.12	\$ 4,411.30
Food Stamps	1030	\$	310,786.06	\$ 300,784.04
Child Care		\$	1,873.20	\$ 3,203.00
Child Welfare		\$	33,541.68	\$ 37,407.08
Core Services		\$	4,255.50	\$ 4,255.50
Low Income Energy Assistance Program		\$	4,078.34	\$ 9,213.01
Employment First				

DATE: 7/16/2024

DIRECTOR, HUERFANO CO DEPT OF HUMAN SERVICES

DATE: 5/21/2024

CHAIRPERSON, HUERFANO COUNTY BOARD OF COMMISSIONERS

Adult Services Unit

STAFF

- Posting for Case-Aide

CASELOAD

Adult Protection:

- No new Cases
- One death under guardianship. Five guardianship cases remain.

Single Entry Point/Long Term Care Medicaid

134 clients, 2 intakes, 2 nursing home referrals, 0 denied

ACTIVITIES

Case Management Agency

- Case managers continue system work arounds and training to ensure timely Prior Authorizations Requests for community partners.
- Case managers have taken on significant extra workload in relation to the new case management agency system.

Assistance Payments Unit (Eligibility)

STAFF

- The Department is Fully Staffed
- One tech is out on extended leave.
- Unit will need to hire part-time to cross train into critical roles.

CASELOAD

New Applications

- Adult Financial (cash assistance): 7
- Colorado Works: 7
- Medicaid: 68
- SNAP: 52
- Expedited SNAP: 19

Redeterminations

- Adult Financial: 1
- Colorado Works: 11
- Medicaid: 38
- Snap: 86

Long-Term Care Nursing Facility cases

- 29 active cases

WORKLOAD UPDATES

The Assistance Payments Unit has been working diligently to get ourselves back on track and the following shows that all their hard work and dedication is paying off!!!

AF Applications

- Processing increased from 83.3% in April, 2024 to 90.9% in May, 2024

CW Applications

- Processing increased from 62.5% in April, 2024 to 100% in May, 2024

AF Redeterminations

- Processing increased from 33.3% in April, 2024 to 100% in May, 2024

CW Redeterminations

- Processing increased from 33.3% in March, 2024 to 66.7% in May, 2024

SNAP Applications

- Processing increased from 67.7% in March, 2024 to 80% in May, 2024

SNAP Redeterminations

- Processing increased from 71.6% in March, 2024 to 73.3% in April, 2024

ACTIVITES

- Shelby Ore continues to pull Applications and Redeterminations from PEAK, scheduling appointments and verifying EBT Card-in-Hand. Shelby is working cases under the direct supervision of Unit Supervisor and she is doing great understanding rule and data entry.
- Dylan Brunmeier has completed Adult Financial training and has begun processing Colorado Works/TANF cases along with SNAP and Medical Assistance. Now that Dylan has completed AF training, he will also start processing that program as well. Dylan continues to assist eligibility by entering new applications and pending Redeterminations and provide back-up support for the Call Center and Front Desk.
- In June, Dylan provided a presentation to La Veta School Board to review the requirements and benefits of our CCCAP (Child Care Assistance Program) since La Veta is in the process of opening a Day Care Center. Dylan also provided the Board with an overview of all our Assistance Programs.

STAFF

- The unit is currently fully staffed.

CASELOAD

- 22 open cases
 - 18 cases are open dependency or neglect cases
 - 4 voluntary case
- We have a total of 24 children
 - Foster care: 8 children
 - Kinship care: 8 children
 - Home with parents: 7 children
 - Youth in Office: 0
 - Medically fragile infant in hospital” 1
- Ashley Wilkins, Leadworker
 - 10 cases; 3 assessments
- April Romero, Caseworker I
 - 4 cases; 2 assessments
- Kyle Gomez, Caseworker I
 - 4 Cases; 1 assessment
- Krista Cordova, Caseworker I
 - 3 Cases; 2 Assessments
- Dreama Ortivez, Supervisor
 - 1 case

We currently have two county foster homes

October 1, 2024 is Foster Home Audit

ACTIVITY UPDATES

- We have two adoptions upcoming. We are hoping for September.
- All workers have completed mandatory training for recertification.
- The unit has a decrease in Abuse/Neglect referrals but an increase in prevention cases.
- Two upcoming audits: IV-E and Kinship
- There are more supervised family time visits now, but workers are working together to help supervise visits.

STAFF

- FRC is fully staffed.

CASELOAD

Referrals

- 8 Total: 5 agency, 3 walk-ins.

Ongoing Case Management/Parent Support

- Huerfano: 11 families
- Las Animas: 5 families

Basic Needs/Services

- Huerfano: 4

Playgroup Participants

- 17 families

ACTIVITIES

Trainings and Meetings Held and/or Attended by FRC Director/Staff

- o Huerfano/Las Animas IOG Meeting
- o Collaborative Management Program Executive Director Review Meeting
- o Promoting Safe and Stable Families All Site Meeting
- o Colorado Fatherhood Network June Convening – Family Resource Center Association
- o Outcome Mapping with Built For Zero Meeting
- o Sexual Offenders Management Board Training Part 2
- o Safe Baby Court Committee Meeting
- o FRC and CW CMP Data Planning Meeting
- o HULA Meeting
- o Trauma Informed Communication Applied Skills Workshop
- o Collaborative Management Program State Steering Committee Meeting
- o Collaborative Management Southeast Regional Meeting
- o FRC Monthly Staff Meeting
- o 2 DHS Supervisors Meetings
- o DHS Accounting and FRC Meeting – HB1451 Grant Accounting Management
- o Mandatory Reporter Training – LACDHS and OCYF
- o Denver Foundation Belonging Colorado Grant Training Meeting

The Collaborative Management Program

- MOUs were signed and submitted within the required statute timeline which results in Huerfano and Las Animas Counties being fully funded for the 2024-2025 state grant year! The services provided through the CMP state grants address gaps in services for at-risk youth and families across the 3rd JD through prevention and intervention programs including Family Resource Center management and

service coordination, evidenced-based Family Meetings Programs, school-level truancy prevention programs, a truancy court prevention program in Las Animas County, and peer mentor/DANSR prevention programs. This grant is governed by the Huerfano and Las Animas Counties Interagency Oversight Group.

Trauma Literacy

- The FRC Director is participating in a Trauma Literacy Training Course through the University of Colorado Springs and the Lyda Hill Institute for Human Resilience, sponsored by the state Collaborative Management Program. The course consists of 4 self-paced modules and 2 group trainings with topics such as stress, stress response, secondary and direct traumatic stress, Trauma-Informed Care and Communication, and The Whole Person. Community Mandatory Reporting Workshop FRC Staff Andrea Montoya, Missy Serra, and Giana Barela attended a Mandatory Reporter Workshop offered by Las Animas County DHS and CDHS’s Office of Children, Youth, and Families. This half-day workshop was held at Trinidad State College and reviewed the state laws for Child Welfare and Adult Protection mandatory reporting, as well as a community forum discussion about Differential Response Child Welfare best practice approach.

New Paint

- The Crossroads/FRC building is a new color – yellow! Crossroads painted the building in June. Thank you, Crossroads!



Organizational Report

STAFF

- One staff member is out on extended leave.
- Posting for Case-aide in Adult Services Unit

OPERATIONAL MANAGEMENT

- We are in the process of finalizing an MOU with Crowley County to provide Family Engagement Meetings, and we will bring that at the next board meeting.
- We have several Child Welfare and DHS related annual contracts that we were not able to finalize for this month with staff with partnering agencies on vacations. We will bring them to the August meeting.
- Jan is no longer able to support Karina in the office, so we are looking at contracting support.
- We have made a priority list for urgent policy or procedure reviews: Hardship and Economic Support Policy and Procedure, On Call Policy and Procedure, Reimbursement Procedure. We also anticipate a pressing upcoming need for Policies concerning CORA, Requesting Case Records, and Guardianships. We have set a goal to do a complete policy review and update by June 2025.

- Hunger Relief:

Care and Share

The Huerfano County DHS office runs a Care and Share distribution program one time per month. The program is run by Deah Weller with support from the HC Road and Bridge Department and with volunteers comprised of DHS family members.

June 2024

Total Households: 404

Total Adults: 638

Total Children: 84

Commodities

New commodities applications are on hold. We distribute around 95 boxes per month.

- Accounting has been working to fix and update spreadsheets that were broken in order to close out the end of the state fiscal year. We have been reviewing accounts and are working to ensure that costs are allocated to the appropriate fund in order to maximize state dollars.
- Our new phone system is up and running!
- Coordinating with Las Animas to explore community resources and holes in our resources.
- Continue to have ongoing meetings with the state to support training.