

MINUTES

of the **REGULAR MEETING** of the
BOARD OF DIRECTORS
of the
DEVELOPMENTAL DISABILITIES RESOURCE CENTER



DDRC Building, 11177 W. 8th Ave., Lakewood, CO 80215
December 7, 2022

Our mission is to create opportunities for people with intellectual and developmental disabilities and their families to participate fully in the community.

I -- PRELIMINARY

A. **CALL TO ORDER:** Mr. Pemberton, President of the Board, called the regular meeting of the Board of Directors of the Developmental Disabilities Resource Center for December 7, 2022, to order at 5:30 p.m.

B. **ROLL CALL:**

BOARD MEMBERS PRESENT

David Pemberton, President
Jean Armour
Pat Bolton
Joanne Elliott
Chuck English
Susan Hartley
Megan MacHatton
Amy Miller
Matt Rotter
Tim Schimberg
Jodi Schoemer
Mary Ann Tillman

BOARD MEMBERS ABSENT

Jan Beckett
Mary Margaret Fouse-Bishop
Heidi Markley
Doreen Raad

SENIOR STAFF PRESENT

Rob DeHerrera, Executive Dir.
Jane Byron
Gena Colbert
Jamie Haney
Kelly Hulstrom
Steve Jimenez
Susan Johnson
Micki Klawes
Ashley Lee
Michele Majeune
Dorothy Nwoke
Liz Pahr
Jeanne Terrell
Annette Rogers

A quorum was present.

C. **MINUTES:** Mr. Rotter moved to approve the minutes of the October 26, 2022, meeting as written. Seconded by Ms. Schoemer and carried unanimously.

D. **FINANCIAL STATEMENTS:** Mrs. Hartley, Treasurer, presented the September financial statements including revenue, expenses, and variances.

Mrs. MacHatton moved to approve the financial statements as submitted. Seconded by Mr. Rotter and carried unanimously.

II – COMMUNICATIONS

None

III – PUBLIC COMMENT

Speaking for Ourselves of Colorado finished its first year with President Molly Kirkham and a full Board. The first quarterly meeting on 2023 is January 21st.

IV – ACTION ON ROUTINE ITEMS

CONSENT AGENDA: Ms. Armour moved that the following items be approved under the consent agenda.

- VI Human Resources Report
- VII Development Report
- VIII-A Case Management Status Report
- VIII-B Community Services Status Report
- VIII-C Status of Waiting List
- IX-D Executive Committee and Finance/HR Committee Recommendations
 - Approval of the amendment to the 457(b) Plan.
 - Approval of the 2023 Jeffco contract.
 - Approval of up to \$300,000 for retention one-time awards.

Motion seconded by Mrs. Hartley and carried unanimously.

V – COMMENDATIONS

There were three Customer Service Awards and one 20/20 Vision Award given this month.

Mr. Schimberg moved to approve the commendations report as presented. Seconded by Ms. Schoemer and carried unanimously.

VIII-D – HUMAN RIGHTS COMMITTEE

Ms. Armour, Board liaison to the Human Rights Committee (HRC), reminded the Board of the amount of work the committee members do to ensure quality for the people receiving services through medication monitoring, rights reviews and investigations.

Mrs. Elliott moved to approve the HRC report as presented. Seconded by Mr. Rotter and carried unanimously.

IX – BUSINESS

A. EXECUTIVE DIRECTOR'S REPORT

- The Secretary of Health and Human Services formally extended the COVID-19 Public Health Emergency (PHE) on October 13, 2022. Because we have not received notice of the end of the PHE, it is expected another extension will occur on January 11, 2023. The PHE extends continuous Medicaid coverage in Colorado and enhanced federal funding.
- The Governor released his proposed budget for the 23-24 fiscal year. The Office of Community Living budget request includes an across-the-board rate increase of .5% and various targeted rate increases. The budget includes 411 Home and Community Based Services – Developmental Disabilities (HCBS-DD) resources reserved for capacity and emergency enrollments. No new waitlist resources were requested. The Colorado Department of Early Childhood requested a 3% provider rate increase and

funding to restore Early Intervention eligibility to a 25% delay versus the more restrictive 33% delay criteria.

- Colorado Gives Day raised \$73,400 before the incentives are added. The Annual Appeal has raised \$39,000 to date.
- DDRC received a \$29,700 memorial donation to our A Better Choice (ABC) program on behalf of a family member who had received services from ABC and recently passed away.
- Thanks go to everyone who participated in the Beau Jo's fundraiser in November. The event raised \$500 and was a great community awareness opportunity.
- Thanks also go to Mr. English for such a moving presentation at the Annual Meeting in October.

B. CASE MANAGEMENT REDESIGN (CMRD) UPDATE – No separate report.

C. GOVERNANCE COMMITTEE RECOMMENDATIONS – The Governance Committee put forth the following slate of officers:

- President – Susan Hartley
- Vice President – Joanne Elliott
- Secretary – Jodi Schoemer
- Treasurer – Matt Rotter

Mrs. Elliott moved to approve the slate of officers as presented. Seconded by Mrs. MacHatton and carried unanimously.

X – SPECIAL ITEM

No Special Item.

XI – PUBLIC COMMENT

None

XII – ITEMS OF GENERAL DISCUSSION

A. UNFINISHED BUSINESS – None

B. NEW BUSINESS – None

Mrs. Elliott moved to go into Executive Session. Seconded by Mrs. MacHatton and carried unanimously.

Mrs. Elliott moved to come out of Executive Session. Seconded by Ms. Miller and carried unanimously.

Ms. Miller moved to designate \$850,000 of unrestricted net assets for CMRD. Seconded by Mr. Rotter and carried unanimously.

XIII – ADJOURNMENT

Meeting adjourned at 7:45 p.m. The next regular meeting of the Board will be held on Wednesday, January 25, 2023, at 5:30 pm, at DDRC, 11177 W. 8th Avenue, Lakewood, CO 80215.



Jean Armour, Secretary

Annette Rogers, Executive Assistant

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES

October 31, 2022

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	\$ 39,389,534	\$ 3,282,461	\$ 3,355,379	\$ 13,129,845	\$ 12,782,009	\$ (347,838)	-2.6%
EXPENDITURES							
PERSONNEL	\$ 27,432,775	\$ 2,286,065	\$ 2,163,428	\$ 9,144,258	\$ 8,613,139	\$ 531,119	5.8%
OPERATING	\$ 9,292,608	\$ 774,384	\$ 871,833	\$ 3,097,536	\$ 3,324,204	\$ (226,668)	-7.3%
HOST HOMES	\$ 1,353,911	\$ 112,826	\$ 131,122	\$ 451,304	\$ 490,486	\$ (39,182)	-8.7%
PURCHASE OF SERVICES	\$ 315,708	\$ 26,309	\$ 26,079	\$ 105,236	\$ 96,522	\$ 8,714	8.3%
TOTAL EXPENDITURES	\$ 38,395,002	\$ 3,199,584	\$ 3,192,462	\$ 12,798,334	\$ 12,524,351	\$ 273,983	2.1%
REVENUES OVER EXPENSES SURPLUS/(DEFICIET)	\$ 994,532	\$ 82,878	\$ 162,917	\$ 331,511	\$ 257,661	\$ (73,855)	
LT INVESTMENTS	\$ -	\$ -	\$ 159,863	\$ -	\$ (50,203)	\$ (50,203)	
REVENUES OVER EXPENSES NET OF LT INVESTMENTS SURPLUS/(DEFICIET)	\$ 994,532	\$ 82,878	\$ 3,054	\$ 331,511	\$ 307,864	\$ (23,652)	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

October 31, 2022

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	MONTH #	Y-T-D VARIANCE FAV (UNFAV) DOLLARS	%
						4		
STATE PROGRAM	\$ 8,180,786	\$ 681,732	\$ 626,420	\$ 2,726,929	\$ 2,489,731		\$ (237,198)	-8.7%
FAMILY SUPPORT SERVICES	\$ 850,000	\$ 70,833	\$ 49,029	\$ 283,333	\$ 131,725		\$ (151,610)	-53.5%
MEDICAID REVENUE	\$ 15,469,762	\$ 1,289,147	\$ 1,299,771	\$ 5,156,587	\$ 5,241,777		\$ 85,190	1.7%
SUPPORTED LIVING SERVICES	\$ 994,137	\$ 82,845	\$ 77,609	\$ 331,379	\$ 350,485		\$ 19,106	5.8%
CHILDREN'S EXTENSIVE SUPPORT	\$ 236,842	\$ 19,737	\$ 33,930	\$ 78,947	\$ 149,602		\$ 70,655	89.5%
JEFFERSON COUNTY	\$ 11,400,700	\$ 950,058	\$ 950,058	\$ 3,800,233	\$ 3,800,233		\$ (0)	0.0%
ROOM AND BOARD	\$ 1,027,771	\$ 85,648	\$ 81,446	\$ 342,590	\$ 320,382		\$ (22,208)	-6.5%
HUD SUBSIDIES	\$ 309,000	\$ 25,750	\$ 21,537	\$ 103,000	\$ 86,559		\$ (16,441)	-16.0%
INTEREST	\$ 2,500	\$ 208	\$ 1,245	\$ 833	\$ 3,770		\$ 2,937	352.4%
RENTAL REVENUE	\$ 361,422	\$ 30,119	\$ 30,778	\$ 120,474	\$ 113,472		\$ (7,002)	-5.8%
DONATIONS/GRANTS	\$ 350,000	\$ 29,167	\$ -	\$ 116,667	\$ 48,467		\$ (68,200)	-58.5%
UNREALIZED GAIN/(LOSS) ON INVESTMENT	\$ -	\$ -	\$ 159,863	\$ -	\$ (50,203)		\$ (50,203)	100.0%
PRIVATE PAY	\$ 33,468	\$ 2,789	\$ 2,986	\$ 11,156	\$ 14,316		\$ 3,160	28.3%
MISCELLANEOUS	\$ 19,800	\$ 1,650	\$ 723	\$ 6,600	\$ 1,763		\$ (4,837)	-73.3%
EXTERNAL TOTAL REVENUE	\$ 39,236,188	\$ 3,269,682	\$ 3,335,395	\$ 13,078,729	\$ 12,702,079		\$ (376,652)	-2.9%
INTERNAL REVENUES	\$ 153,346	\$ 12,779	\$ 19,984	\$ 51,115	\$ 79,930		\$ 28,815	56.4%
	\$ 39,389,534	\$ 3,282,461	\$ 3,355,379	\$ 13,129,845	\$ 12,782,009		\$ (347,838)	-2.6%
1% OF Y-T-D REVENUE					\$ 127,021			
1/2 % OF Y-T-D REVENUE					\$ 63,510			
FLUCTUATION THRESHOLD					\$ 25,000	& 10%		

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

NOTES TO REVENUE STATEMENT

VARIANCE IN REVENUES OF MORE THAN \$25,000 AND 10%

October 31, 2022

- FAMILY SUPPORT SERVICES** UNDER BUDGET AS REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN DIRECT EXPENSE.
- CHILDREN EXTENSIVE SUPPORT** OVER BUDGET DUE TO 3 VEHICLE MODIFICATIONS FOR APPROXIMATELY \$67K; SEE CORRESPONDING VARIANCE IN EXPENSE.
- DONATIONS/GRANTS** UNDER BUDGET AS A SIGNIFICANT AMOUNT OF THE DONATION/GRANTS BUDGET IS PROJECTED IN DECEMBER FOR THE COLORADO GIVES DAY AND THE ANNUAL APPEAL.

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

October 31, 2022

DEPARTMENT/SECTION/UNIT	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH EXPENSES	Y-T-D BUDGET	Y-T-D EXPENSES	Y-T-D VARIANCE FAV (UNFAV) DOLLARS	%
EARLY INTERVENTION							
PERSONNEL	\$ 3,323,183	\$ 276,932	\$ 227,005	\$ 1,107,728	\$ 893,868	\$ 213,860	19.3%
OPERATING / PURCHASE OF SERVICE	\$ 2,166,671	\$ 180,556	\$ 214,877	\$ 722,224	\$ 796,150	\$ (73,926)	-9.9%
TOTALS	\$ 5,489,854	\$ 457,488	\$ 441,882	\$ 1,829,951	\$ 1,690,018	\$ 139,933	7.6%
ADULT DAY PROGRAM							
PERSONNEL	\$ 3,710,437	\$ 309,203	\$ 260,465	\$ 1,236,812	\$ 1,033,399	\$ 203,413	16.4%
OPERATING	\$ 1,434,861	\$ 119,572	\$ 111,014	\$ 478,287	\$ 492,525	\$ (14,238)	-3.0%
TOTALS	\$ 5,145,298	\$ 428,775	\$ 371,479	\$ 1,715,099	\$ 1,525,924	\$ 189,175	11.0%
ADMINISTRATION							
PERSONNEL	\$ 3,639,705	\$ 303,309	\$ 284,622	\$ 1,213,235	\$ 1,220,545	\$ (7,310)	0.4%
OPERATING	\$ 1,174,162	\$ 97,847	\$ 173,394	\$ 391,387	\$ 571,764	\$ (180,377)	-46.1%
TOTALS	\$ 4,813,867	\$ 401,156	\$ 458,016	\$ 1,604,622	\$ 1,792,309	\$ (187,687)	-11.7%
THERAPEUTIC LEARNING CONNECTIONS							
PERSONNEL	\$ 500,559	\$ 41,713	\$ 38,552	\$ 166,853	\$ 134,190	\$ 32,663	19.6%
OPERATING	\$ 94,655	\$ 7,888	\$ 7,277	\$ 31,552	\$ 27,913	\$ 3,639	11.5%
TOTALS	\$ 595,214	\$ 49,601	\$ 45,829	\$ 198,405	\$ 162,103	\$ 36,302	18.3%
TERMINAL							
PERSONNEL	\$ 279,054	\$ 23,255	\$ 14,423	\$ 93,018	\$ 55,638	\$ 37,380	40.2%
OPERATING / PURCHASE OF SERVICE	\$ 127,543	\$ 10,629	\$ 5,843	\$ 42,514	\$ 28,914	\$ 13,600	32.0%
TOTALS	\$ 406,597	\$ 33,883	\$ 20,266	\$ 135,532	\$ 84,552	\$ 50,980	37.6%
RESOURCE COORDINATION							
PERSONNEL	\$ 3,630,698	\$ 302,558	\$ 316,444	\$ 1,210,233	\$ 1,199,973	\$ 10,260	0.8%
OPERATING	\$ 266,316	\$ 22,193	\$ 25,773	\$ 88,772	\$ 92,000	\$ (3,228)	-3.6%
TOTALS	\$ 3,897,014	\$ 324,751	\$ 342,217	\$ 1,299,005	\$ 1,291,973	\$ 7,032	0.5%
CHILDREN AND FAMILY SERVICES							
PERSONNEL	\$ 2,102,868	\$ 175,239	\$ 182,892	\$ 700,956	\$ 707,986	\$ (7,030)	-2.0%
OPERATING	\$ 309,803	\$ 25,817	\$ 25,597	\$ 103,268	\$ 90,967	\$ 12,301	11.9%
DIRECT FAMILY	\$ 850,000	\$ 70,833	\$ 49,029	\$ 283,333	\$ 131,725	\$ 151,610	53.5%
JEFFCO CFS FUND	\$ 100,000	\$ 8,333	\$ 21,396	\$ 33,333	\$ 99,778	\$ (66,445)	-199.3%
TOTALS	\$ 3,362,671	\$ 280,223	\$ 278,914	\$ 1,120,890	\$ 1,030,456	\$ 90,436	8.1%
RESIDENTIAL - ALL							
PERSONNEL	\$ 7,984,718	\$ 665,393	\$ 694,045	\$ 2,661,573	\$ 2,747,132	\$ (85,559)	-3.2%
OPERATING	\$ 1,879,170	\$ 156,598	\$ 137,035	\$ 626,390	\$ 592,380	\$ 34,010	5.4%
HOST HOMES	\$ 1,353,911	\$ 112,826	\$ 131,122	\$ 451,304	\$ 490,486	\$ (39,182)	-7.7%
PURCHASE OF SERVICES	\$ 315,708	\$ 26,309	\$ 26,079	\$ 105,236	\$ 96,522	\$ 8,714	8.3%
TOTALS	\$ 11,533,507	\$ 961,126	\$ 988,281	\$ 3,844,502	\$ 3,926,520	\$ (82,018)	-2.1%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$ 1,581,435	\$ 131,786	\$ 113,248	\$ 527,145	\$ 470,279	\$ 56,866	9.9%
OPERATING / PURCHASE OF SERVICE	\$ 470,833	\$ 39,236	\$ 72,420	\$ 156,944	\$ 277,568	\$ (120,624)	-75.9%
TOTALS	\$ 2,052,268	\$ 171,022	\$ 185,668	\$ 684,089	\$ 747,847	\$ (63,758)	-9.3%
GRANTS							
PERSONNEL	\$ 72,355	\$ 6,030	\$ 21	\$ 24,118	\$ 25,429	\$ (1,311)	-5.4%
OPERATING	\$ 3,273	\$ 273	\$ 221	\$ 1,091	\$ 751	\$ 340	31.2%
TOTALS	\$ 75,628	\$ 6,302	\$ 242	\$ 25,209	\$ 26,180	\$ (971)	-3.9%

BEHAVIORAL HEALTH

PERSONNEL	\$ 607,763	\$ 50,647	\$ 31,711	\$ 202,588	\$ 124,700	\$ -77,888	38.4%
OPERATING	\$ 215,321	\$ 17,943	\$ 17,046	\$ 71,774	\$ 67,108	\$ 4,666	6.5%
TOTALS	\$ 823,084	\$ 68,590	\$ 48,757	\$ 274,361	\$ 191,808	\$ 82,553	30.1%

SELF DETERMINATION

OPERATING	\$ 200,000	\$ 16,667	\$ 10,911	\$ 66,667	\$ 54,661	\$ 12,006	18.0%
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SUMMARY

PERSONNEL	\$ 27,432,775	\$ 2,286,065	\$ 2,163,428	\$ 9,144,258	\$ 8,613,139	\$ 531,119	5.8%
OPERATING	\$ 9,292,608	\$ 774,384	\$ 871,833	\$ 3,097,536	\$ 3,324,204	\$ (226,668)	-7.3%
HOST HOMES	\$ 1,353,911	\$ 112,826	\$ 131,122	\$ 451,304	\$ 490,486	\$ (39,182)	-8.7%
PURCHASE OF SERVICES	\$ 315,708	\$ 26,309	\$ 26,079	\$ 105,236	\$ 96,522	\$ 8,714	8.3%
TOTALS	\$ 38,395,002	\$ 3,199,584	\$ 3,192,462	\$ 12,798,334	\$ 12,524,351	\$ 273,983	2.1%

1% OF Y-T-D EXPENSE	\$ 125,244
1/2 % OF Y-T-D EXPENSE	\$ 62,622
FLUCTUATION THRESHOLD	\$ 25,000 & 10%

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

NOTES TO EXPENSE STATEMENT

VARIANCE IN EXPENSES OF MORE THAN \$25,000 AND 10%

October 31, 2022

EARLY INTERVENTION

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS RELATED TO PROGRAM EXPANSION AND THE EARLY INTERVENTION EVALUATION PROGRAM.

ADULT DAY PROGRAM

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

ADMINISTRATION

OPERATING OVER BUDGET IN A VARIETY OF ITEMS INCLUDING INFORMATION TECHNOLOGY EQUIPMENT, CONTRACTED SERVICES, AND MAINTENANCE.

THERAPUTIC LEARNING CONNECTIONS

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

TERMINAL

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

CHILDREN AND FAMILY SERVICES

DIRECT FAMILY UNDER BUDGET AS REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN FAMILY SUPPORT SERVICES REVENUE.

JEFFCO CFS

OVER BUDGET AS THE BUDGET IS DISTRIBUTED BY 1/12 THROUGHOUT THE YEAR.

SUPPORTED LIVING SERVICES/CES

OPERATING OVER BUDGET DUE TO 3 VEHICLE MODIFICATIONS FOR APPROXIMATELY \$67K; SEE CORRESPONDING VARIANCE IN REVENUE.

BEHAVIORAL HEALTH

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS RELATED TO PROGRAM EXPANSION.

Developmental Disabilities Resource Center
 Unaudited Statement of Financial Position

ASSETS	Unaudited October 31, 2022	Unaudited June 30, 2022
Current Assets		
Cash		
Cash and cash equivalents	\$14,300,011	\$13,599,221
Including capital reserve of \$5,973,138		
Certificates of deposit	391,419	391,175
Receivables		
Fees and grants from governmental agencies	5,025,698	6,148,782
Other	353,964	194,532
Prepaid expenses and other	1,448,855	1,340,458
Total Current Assets	<u>21,519,947</u>	<u>21,674,168</u>
Land, building and equipment	25,033,621	24,867,245
Less: Accumulated Depreciation	<u>18,285,657</u>	<u>18,059,844</u>
Net Fixed Assets	6,747,964	6,807,401
Restricted certificates of deposit	166,269	166,113
Investments	4,856,020	4,906,223
Restricted cash	455,189	455,189
Total Assets	<u>\$33,745,389</u>	<u>\$34,009,094</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	2,028,461	\$2,549,485
Notes payable	146,937	146,937
Accrued expenses	1,872,822	1,872,822
Deferred Revenue		0
Total liabilities	<u>4,048,220</u>	<u>4,569,244</u>
Net assets		
Net assets	<u>29,697,169</u>	<u>29,439,850</u>
Total net assets	<u>29,697,169</u>	<u>29,439,850</u>
Total liabilities and net assets	<u>\$33,745,389</u>	<u>\$34,009,094</u>

Developmental Disabilities Resource Center
 Unaudited Statement of Cash Flows

	Unaudited October 31, 2022	Unaudited June 30, 2022
Cash flows from operating activities:		
Change in net assets	\$257,661	\$348,215
Adjustment for non cash items:		
In-Kind Donation		-
Depreciation	225,813	760,099
(Gain)/loss on asset disposition		0
Unrealized (Gain)/Loss on Investment	50,203	773,484
Change in assets and liabilities:		
Accounts receivable	963,652	(745,090)
Other assets	(108,397)	(201,355)
Accounts payable and accrued expense	(521,024)	220,065
Deferred Revenue	-	(277,868)
Cash provided by operations	<u>867,908</u>	<u>877,550</u>
Cash flows from investing activities:		
Change in CDs	(400)	(750)
Proceeds from redemption of investments		-
Proceeds from sale of fixed assets	-	0
Purchase of investments	-	(1,500,000)
Purchase of fixed assets	(166,376)	(256,608)
Cash provided by investing activity	<u>(166,776)</u>	<u>(1,757,358)</u>
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	-
	<u>-</u>	<u>-</u>
 NET INCREASE (DECREASE) IN CASH	 701,132	 (879,808)
Cash balance, beginning of period	<u>14,272,598</u>	<u>15,152,406</u>
Cash balance, end of period	<u>\$14,973,730</u>	<u>\$14,272,598</u>

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES

November 30, 2022

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	\$ 39,389,534	\$ 3,282,461	\$ 3,496,932	\$ 16,412,306	\$ 16,278,940	\$ (133,366)	-0.8%
EXPENDITURES							
PERSONNEL	\$ 27,432,775	\$ 2,286,065	\$ 2,181,800	\$ 11,430,323	\$ 10,759,271	\$ 671,052	5.9%
OPERATING	\$ 9,292,608	\$ 774,384	\$ 841,012	\$ 3,871,920	\$ 4,225,291	\$ (353,371)	-9.1%
HOST HOMES	\$ 1,353,911	\$ 112,826	\$ 124,604	\$ 564,130	\$ 590,090	\$ (25,960)	-4.6%
PURCHASE OF SERVICES	\$ 315,708	\$ 26,309	\$ 27,924	\$ 131,545	\$ 124,445	\$ 7,100	5.4%
TOTAL EXPENDITURES	\$ 38,395,002	\$ 3,199,584	\$ 3,175,340	\$ 15,997,918	\$ 15,699,097	\$ 298,821	1.9%
REVENUES OVER EXPENSES SURPLUS/(DEFICIET)	\$ 994,532	\$ 82,878	\$ 321,592	\$ 414,388	\$ 579,846	\$ 165,455	
LT INVESTMENTS	\$ -	\$ -	\$ 229,212	\$ -	\$ 179,009	\$ 179,009	
REVENUES OVER EXPENSES NET OF LT INVESTMENTS SURPLUS/(DEFICIET)	\$ 994,532	\$ 82,878	\$ 92,380	\$ 414,388	\$ 400,837	\$ (13,554)	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

November 30, 2022

MONTH #

5

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	Y-T-D VARIANCE FAV (UNFAV) DOLLARS	%
STATE PROGRAM	\$ 8,180,786	\$ 681,732	\$ 631,570	\$ 3,408,661	\$ 3,121,301	\$ (287,360)	-8.4%
FAMILY SUPPORT SERVICES	\$ 850,000	\$ 70,833	\$ 72,238	\$ 354,167	\$ 203,962	\$ (150,205)	-42.4%
MEDICAID REVENUE	\$ 15,469,762	\$ 1,289,147	\$ 1,302,307	\$ 6,445,734	\$ 6,548,208	\$ 102,474	1.6%
SUPPORTED LIVING SERVICES	\$ 994,137	\$ 82,845	\$ 76,772	\$ 414,224	\$ 427,257	\$ 13,033	3.1%
CHILDREN'S EXTENSIVE SUPPORT	\$ 236,842	\$ 19,737	\$ 31,781	\$ 98,684	\$ 181,384	\$ 82,700	83.8%
JEFFERSON COUNTY	\$ 11,400,700	\$ 950,058	\$ 950,058	\$ 4,750,292	\$ 4,750,292	\$ 0	0.0%
ROOM AND BOARD	\$ 1,027,771	\$ 85,648	\$ 76,386	\$ 428,238	\$ 407,367	\$ (20,871)	-4.9%
HUD SUBSIDIES	\$ 309,000	\$ 25,750	\$ 30,145	\$ 128,750	\$ 106,104	\$ (22,646)	-17.6%
INTEREST	\$ 2,500	\$ 208	\$ 129	\$ 1,042	\$ 3,898	\$ 2,856	274.2%
RENTAL REVENUE	\$ 361,422	\$ 30,119	\$ 29,677	\$ 150,593	\$ 143,149	\$ (7,444)	-4.9%
DONATIONS/GRANTS	\$ 350,000	\$ 29,167	\$ 39,613	\$ 145,833	\$ 83,956	\$ (61,877)	-42.4%
UNREALIZED GAIN/(LOSS) ON INVESTMENT	\$ -	\$ -	\$ 229,212	\$ -	\$ 179,009	\$ 179,009	100.0%
PRIVATE PAY	\$ 33,468	\$ 2,789	\$ 963	\$ 13,945	\$ 15,278	\$ 1,333	9.6%
MISCELLANEOUS	\$ 19,800	\$ 1,650	\$ 11,233	\$ 8,250	\$ 12,996	\$ 4,746	57.5%
EXTERNAL TOTAL REVENUE	\$ 39,236,188	\$ 3,269,682	\$ 3,482,084	\$ 16,348,412	\$ 16,184,161	\$ (164,251)	-1.0%
INTERNAL REVENUES	\$ 153,346	\$ 12,779	\$ 14,848	\$ 63,894	\$ 94,779	\$ 30,885	48.3%
	\$ 39,389,534	\$ 3,282,461	\$ 3,496,932	\$ 16,412,306	\$ 16,278,940	\$ (133,366)	-0.8%
1% OF Y-T-D REVENUE					\$ 161,842		
1/2 % OF Y-T-D REVENUE					\$ 80,921		
FLUCTUATION THRESHOLD					\$ 25,000	& 10%	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

NOTES TO REVENUE STATEMENT

VARIANCE IN REVENUES OF MORE THAN \$25,000 AND 10%

November 30, 2022

- FAMILY SUPPORT SERVICES** UNDER BUDGET AS REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN DIRECT EXPENSE.
- CHILDREN EXTENSIVE SUPPORT** OVER BUDGET DUE TO 5 VEHICLE MODIFICATIONS FOR APPROXIMATELY \$84K; SEE CORRESPONDING VARIANCE IN EXPENSE.
- DONATIONS/GRANTS** UNDER BUDGET AS A SIGNIFICANT AMOUNT OF THE DONATIONS/GRANTS BUDGET IS PROJECTED IN DECEMBER FOR THE COLORADO GIVES DAY AND THE ANNUAL APPEAL.

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

November 30, 2022

DEPARTMENT/SECTION/UNIT	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH EXPENSES	Y-T-D BUDGET	Y-T-D EXPENSES	Y-T-D VARIANCE FAV (UNFAV) DOLLARS	%
EARLY INTERVENTION							
PERSONNEL	\$ 3,323,183	\$ 276,932	\$ 227,639	\$ 1,384,660	\$ 1,121,507	\$ 263,153	19.0%
OPERATING / PURCHASE OF SERVICE	\$ 2,166,671	\$ 180,556	\$ 203,715	\$ 902,780	\$ 999,868	\$ (97,088)	-9.8%
TOTALS	\$ 5,489,854	\$ 457,488	\$ 431,354	\$ 2,287,439	\$ 2,121,375	\$ 166,064	7.3%
ADULT DAY PROGRAM							
PERSONNEL	\$ 3,710,437	\$ 309,203	\$ 268,952	\$ 1,546,015	\$ 1,301,692	\$ 244,323	15.8%
OPERATING	\$ 1,434,861	\$ 119,572	\$ 117,924	\$ 597,859	\$ 610,448	\$ (12,589)	-2.1%
TOTALS	\$ 5,145,298	\$ 428,775	\$ 386,876	\$ 2,143,874	\$ 1,912,140	\$ 231,734	10.8%
ADMINISTRATION							
PERSONNEL	\$ 3,639,705	\$ 303,309	\$ 290,215	\$ 1,516,544	\$ 1,510,756	\$ 5,788	0.4%
OPERATING	\$ 1,174,162	\$ 97,847	\$ 113,604	\$ 489,234	\$ 685,366	\$ (196,132)	-40.1%
TOTALS	\$ 4,813,867	\$ 401,156	\$ 403,819	\$ 2,005,778	\$ 2,196,122	\$ (190,344)	-9.5%
THERAPEUTIC LEARNING CONNECTIONS							
PERSONNEL	\$ 500,559	\$ 41,713	\$ 42,533	\$ 208,566	\$ 176,726	\$ 31,840	15.3%
OPERATING	\$ 94,655	\$ 7,888	\$ 5,209	\$ 39,440	\$ 33,123	\$ 6,317	16.0%
TOTALS	\$ 595,214	\$ 49,601	\$ 47,742	\$ 248,006	\$ 209,849	\$ 38,157	15.4%
TERMINAL							
PERSONNEL	\$ 279,054	\$ 23,255	\$ 14,423	\$ 116,273	\$ 70,060	\$ 46,213	39.7%
OPERATING / PURCHASE OF SERVICE	\$ 127,543	\$ 10,629	\$ 9,448	\$ 53,143	\$ 38,357	\$ 14,786	27.8%
TOTALS	\$ 406,597	\$ 33,883	\$ 23,871	\$ 169,415	\$ 108,417	\$ 60,998	36.0%
RESOURCE COORDINATION							
PERSONNEL	\$ 3,630,698	\$ 302,558	\$ 311,199	\$ 1,512,791	\$ 1,511,173	\$ 1,618	0.1%
OPERATING	\$ 266,316	\$ 22,193	\$ 25,533	\$ 110,965	\$ 117,534	\$ (6,569)	-5.9%
TOTALS	\$ 3,897,014	\$ 324,751	\$ 336,732	\$ 1,623,756	\$ 1,628,707	\$ (4,951)	-0.3%
CHILDREN AND FAMILY SERVICES							
PERSONNEL	\$ 2,102,868	\$ 175,239	\$ 188,003	\$ 876,195	\$ 895,991	\$ (19,796)	-2.3%
OPERATING	\$ 309,803	\$ 25,817	\$ 28,958	\$ 129,085	\$ 151,482	\$ (22,397)	-17.4%
DIRECT FAMILY	\$ 850,000	\$ 70,833	\$ 72,238	\$ 354,167	\$ 203,962	\$ 150,205	42.4%
JEFFCO CFS FUND	\$ 100,000	\$ 8,333	\$ 27,474	\$ 41,667	\$ 95,697	\$ (54,030)	-129.7%
TOTALS	\$ 3,362,671	\$ 280,223	\$ 316,672	\$ 1,401,113	\$ 1,347,132	\$ 53,982	3.9%
RESIDENTIAL - ALL							
PERSONNEL	\$ 7,984,718	\$ 665,393	\$ 695,233	\$ 3,326,966	\$ 3,407,362	\$ (80,396)	-2.4%
OPERATING	\$ 1,879,170	\$ 156,598	\$ 126,458	\$ 782,988	\$ 778,839	\$ 4,149	0.5%
HOST HOMES	\$ 1,353,911	\$ 112,826	\$ 124,604	\$ 564,130	\$ 590,090	\$ (25,960)	-4.6%
PURCHASE OF SERVICES	\$ 315,708	\$ 26,309	\$ 27,924	\$ 131,545	\$ 124,445	\$ 7,100	5.4%
TOTALS	\$ 11,533,507	\$ 961,126	\$ 974,219	\$ 4,805,628	\$ 4,900,736	\$ (95,108)	-2.0%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$ 1,581,435	\$ 131,786	\$ 111,909	\$ 658,931	\$ 582,183	\$ 76,748	11.6%
OPERATING / PURCHASE OF SERVICE	\$ 470,833	\$ 39,236	\$ 76,517	\$ 196,180	\$ 354,085	\$ (157,905)	-80.5%
TOTALS	\$ 2,052,268	\$ 171,022	\$ 188,426	\$ 855,112	\$ 936,268	\$ (81,156)	-9.5%
GRANTS							
PERSONNEL	\$ 72,355	\$ 6,030	\$ 21	\$ 30,148	\$ 25,450	\$ 4,698	15.6%
OPERATING	\$ 3,273	\$ 273	\$ 10,268	\$ 1,364	\$ 11,019	\$ (9,655)	-708.0%
TOTALS	\$ 75,628	\$ 6,302	\$ 10,289	\$ 31,512	\$ 36,469	\$ (4,957)	-15.7%

BEHAVIORAL HEALTH

PERSONNEL	\$ 607,763	\$ 50,647	\$ 31,673	\$ 253,235	\$ 156,371	\$ 96,864	38.3%
OPERATING	\$ 215,321	\$ 17,943	\$ 17,395	\$ 89,717	\$ 84,577	\$ 5,140	5.7%
TOTALS	\$ 823,084	\$ 68,590	\$ 49,068	\$ 342,952	\$ 240,948	\$ 102,004	29.7%

SELF DETERMINATION

OPERATING	\$ 200,000	\$ 16,667	\$ 6,272	\$ 83,333	\$ 60,934	\$ 22,399	26.9%
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SUMMARY

PERSONNEL	\$ 27,432,775	\$ 2,286,065	\$ 2,181,800	\$ 11,430,323	\$ 10,759,271	\$ 671,052	5.9%
OPERATING	\$ 9,292,608	\$ 774,384	\$ 841,012	\$ 3,871,920	\$ 4,225,291	\$ (353,371)	-9.1%
HOST HOMES	\$ 1,353,911	\$ 112,826	\$ 124,604	\$ 564,130	\$ 590,090	\$ (25,960)	-4.6%
PURCHASE OF SERVICES	\$ 315,708	\$ 26,309	\$ 27,924	\$ 131,545	\$ 124,445	\$ 7,100	5.4%
TOTALS	\$ 38,395,002	\$ 3,199,584	\$ 3,175,340	\$ 15,997,918	\$ 15,699,097	\$ 298,821	1.9%

1% OF Y-T-D EXPENSE

\$ 156,991

1/2 % OF Y-T-D EXPENSE

\$ 78,495

FLUCTUATION THRESHOLD

\$ 25,000 & 10%

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

NOTES TO EXPENSE STATEMENT

VARIANCE IN EXPENSES OF MORE THAN \$25,000 AND 10%

November 30, 2022

EARLY INTERVENTION

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS RELATED TO PROGRAM EXPANSION AND THE EARLY INTERVENTION EVALUATION PROGRAM.

ADULT DAY PROGRAM

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

ADMINISTRATION

OPERATING OVER BUDGET IN A VARIETY OF ITEMS INCLUDING INFORMATION TECHNOLOGY EQUIPMENT, CONTRACTED SERVICES, AND MAINTENANCE.

THERAPUTIC LEARNING CONNECTIONS

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

TERMINAL

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

CHILDREN AND FAMILY SERVICES

DIRECT FAMILY UNDER BUDGET AS REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN FAMILY SUPPORT SERVICES REVENUE.

JEFFCO CFS

OVER BUDGET AS THE BUDGET IS DISTRIBUTED BY 1/12 THROUGHOUT THE YEAR.

SUPPORTED LIVING SERVICES/CES

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS.

OPERATING OVER BUDGET DUE TO 5 VEHICLE MODIFICATIONS FOR APPROXIMATELY \$84K; SEE CORRESPONDING VARIANCE IN REVENUE.

BEHAVIORAL HEALTH

PERSONNEL UNDER BUDGET DUE TO VACANCY SAVINGS RELATED TO PROGRAM EXPANSION.

Developmental Disabilities Resource Center
 Unaudited Statement of Financial Position

ASSETS	Unaudited November 30, 2022	Unaudited June 30, 2022
Current Assets		
Cash		
Cash and cash equivalents	\$14,637,089	\$13,599,221
Including capital reserve of \$5,997,246		
Certificates of deposit	391,419	391,175
Receivables		
Fees and grants from governmental agencies	4,732,038	6,148,782
Other	532,513	194,532
Prepaid expenses and other	1,409,095	1,340,458
Total Current Assets	<u>21,702,154</u>	<u>21,674,168</u>
Land, building and equipment	25,065,966	24,867,245
Less: Accumulated Depreciation	18,344,534	18,059,844
Net Fixed Assets	<u>6,721,432</u>	<u>6,807,401</u>
Restricted certificates of deposit	166,269	166,113
Investments	5,085,232	4,906,223
Restricted cash	455,189	455,189
Total Assets	<u><u>\$34,130,276</u></u>	<u><u>\$34,009,094</u></u>
 LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	2,087,195	\$2,549,485
Notes payable	146,937	146,937
Accrued expenses	1,872,822	1,872,822
Deferred Revenue		0
Total liabilities	<u>4,106,954</u>	<u>4,569,244</u>
 Net assets		
Net assets	<u>30,023,322</u>	<u>29,439,850</u>
 Total net assets	 <u>30,023,322</u>	 <u>29,439,850</u>
Total liabilities and net assets	<u><u>\$34,130,276</u></u>	<u><u>\$34,009,094</u></u>

Developmental Disabilities Resource Center
 Unaudited Statement of Cash Flows

	Unaudited November 30, 2022	Unaudited June 30, 2022
Cash flows from operating activities:		
Change in net assets	\$579,846	\$348,215
Adjustment for non cash items:		
In-Kind Donation		-
Depreciation	282,266	760,099
(Gain)/loss on asset disposition		0
Unrealized (Gain)/Loss on Investment	(179,009)	773,484
Change in assets and liabilities:		
Accounts receivable	1,078,763	(745,090)
Other assets	(68,637)	(201,355)
Accounts payable and accrued expense	(462,290)	220,065
Deferred Revenue	-	(277,868)
Cash provided by operations	<u>1,230,939</u>	<u>877,550</u>
Cash flows from investing activities:		
Change in CDs	(400)	(750)
Proceeds from redemption of investments		-
Proceeds from sale of fixed assets	-	0
Purchase of investments	-	(1,500,000)
Purchase of fixed assets	(198,721)	(256,608)
Cash provided by investing activity	<u>(199,121)</u>	<u>(1,757,358)</u>
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	-
	<u>-</u>	<u>-</u>
NET INCREASE (DECREASE) IN CASH	1,031,818	(879,808)
Cash balance, beginning of period	<u>14,272,598</u>	<u>15,152,406</u>
Cash balance, end of period	<u><u>\$15,304,416</u></u>	<u><u>\$14,272,598</u></u>