



MINUTES

of the **REGULAR MEETING** of the **BOARD OF DIRECTORS of DDRC**

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

June 25, 2025

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: Mrs. Hartley, Chair, called the regular meeting of the Board of Directors of DDRC for June 25, 2025, to order at 5:30 p.m.

B. ROLL CALL:

BOARD MEMBERS PRESENT

Susan Hartley, Chair
Jean Armour
Pat Bolton
Megan MacHatton
David Pemberton
Doreen Raad
Matt Rotter
Jodi Schoemer
Jennifer Thompson
Mary Ann Tillman

BOARD MEMBERS ABSENT

Joanne Elliott
Mary Margaret Fouse-Bishop
Amy Miller

SENIOR STAFF PRESENT

Rob DeHerrera, Executive Dir.
Jane Byron
Gena Colbert
Lambert Hubel
Terri Hulstrom
Ashley Lee
Jamie Luark
Lindsay Menough
Kerriane Rigney
Annette Rogers
Theresa Vosberg

A quorum was present.

Mrs. Hartley presented a recommendation from the Governance Committee to appoint Sharon Sena to the Board.

Mr. Rotter moved to approve the appointment of Sharon Sena to the Board. Seconded by Mr. Pemberton and carried unanimously.

Ms. Sena joined the Board.

C. MINUTES: Mr. Pemberton moved to approve the minutes of the May 28, 2025 meeting as written. Seconded by Mr. Rotter and carried unanimously.

D. FINANCIAL STATEMENTS: Mr. Rotter, Treasurer, presented the April financial statements including revenue, expenses, variances and an investment update.

Mr. Pemberton moved to approve the financial statements as submitted. Seconded by Ms. Armour and carried unanimously.

II – COMMUNICATIONS

None

III – PUBLIC COMMENT

None

IV – ACTION ON ROUTINE ITEMS

CONSENT AGENDA: Ms. Schoemer moved that the Board approve the following items under the consent agenda.

- VI Human Resources Report
- VII Development Report
- VIII-A Early Intervention Service Broker Status Report
- VIII-B Community Services Status Report
- IX-C Executive Committee and Finance/HR Committee Recommendations
 - Approval of the July Meeting Resolution.

Motion seconded by Mr. Pemberton and carried unanimously.

V – COMMENDATIONS

There was one Teamwork Award given this month.

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

IX – BUSINESS

A. EXECUTIVE DIRECTOR'S REPORT

- The “One Big Beautiful Bill Act” remains in the Senate after being passed in the House. The text of the budget reconciliation bill is similar to the House version, with a few changes. The biggest change is the language regarding provider taxes, which are used to finance a variety of Medicaid programs. These changes will further squeeze expansions states’ (of which Colorado is one) overall Medicaid budgets making IDD services more vulnerable to cuts. The bill also includes other adjustments to social programs like the Supplemental Nutrition Assistance Program (SNAP), which could impact some of the individuals we serve. The reconciliation process will need to be done by September 30th to correspond with the federal fiscal year.
- The Joint Budget Committee (JBC) and legislature received their quarterly revenue forecast, which warns lawmakers that they will need to make significant additional cuts to state programs, in part due to the structural deficit the state faces. The forecast is that for FY27 the state will have about a \$700 million deficit. In addition to the structural issues, there is uncertainty surrounding federal spending and policy that not only increase the risk of additional deep cuts to state revenue, but also increases the risk of a recession, which would cut projected state revenue even further.

- Madison Stacy, a Service Coordinator at DDRC, was nominated for the TRIAD Early Childhood Council Children's Champion Award for her incredible work and resourcefulness supporting families. In addition, Ms. Fouse-Bishop, a DDRC Board member, was also nominated for the award for her leadership of the Jefferson County Early Childhood Home Visitation Collaborative and her powerful advocacy for equitable access and culturally responsive programs. While neither were selected to receive the award, we congratulate them for being nominated.
- DDRC was honored to be recognized by the Colorado Association of People Supporting Employment First (CoAPSE) with the Best Practice Award Organization. Also, Erlen Marsh, Technology Specialist, received the Innovation Award for all her work in the technology lab and her recent work instructing a class that helps participants explore their sexuality, self-identity and communication, among other things. A big shout out to Heather Hagen and our Employment Services Team for such prestigious recognition and accomplishments.
- On June 21st, we hosted our inaugural Pickleball Tournament at Walters. It was a smashing success with 32 players. We raised over \$9,000 in support of our mission.
- Upcoming events:
 - Golf Tournament, August 11th at Hiwan Golf Club. Volunteers are always welcome.
 - Summer Sizzler, an event for all staff and the individuals we serve, August 21st at Weiland.
 - Legislative BBQ, tentatively scheduled for September 4th at a location to be confirmed.
- After discussions with the Governance and Executive Committees about DDRC's values, it was decided to bring a recommendation to the Board. When we were going through our marketing and branding strategy efforts, we identified Dignity, Dedication, Respect and Choice as our brand attributes. When the website was developed, these were presented as DDRC's values, which currently are Quality, Dignity and Choice. DDRC's staff have really embraced the new attributes but it is also confusing with significant overlap. This has created an opportunity to update our values, which allows us to coalesce our messaging, marketing and branding efforts and lessen the confusion. Staff recommended the change, and the Executive Committee voted to recommend that the full Board adopt the updated values.

Mr. Rotter moved that Dignity, Dedication, Respect and Choice be adopted as DDRC's values. Seconded by Ms. Armour and carried unanimously.

- B. GOVERNANCE COMMITTEE UPDATE – At each Annual Board Meeting, the Board elects or reelects Directors whose terms expire that year. Because we have three-year terms, about one-third of the Directors should come up for reelection each year. However, because of some resignations and other changes in the past, the cadence for Board member election has become unbalanced. The bylaws allow for rebalancing the Board terms to create a more equitable rotation. The Governance Committee is asking for one or two volunteers to change their term end date to create a three-year balance. Board members can reach out to the committee or staff with questions.

X – SPECIAL ITEM

Jamie Luark, CFO, presented the proposed FY26 operating and capital budgets.

Mr. Pemberton moved to approve the FY26 budgets as presented. Seconded by Mr. Rotter and carried unanimously.

XI – PUBLIC COMMENT

Lori Ropa, Executive Director of The Arc of Jefferson, Clear Creek and Gilpin Counties, shared information about a new program called Peer Power, which brings the community together to hear from a consulting advocate about their lived experience. The first of these events was extremely successful and 5-6 more sessions are in the works. More details to come.

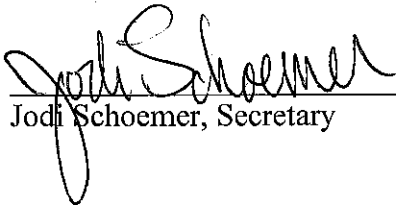
XII – ITEMS OF GENERAL DISCUSSION

A. UNFINISHED BUSINESS – None

B. NEW BUSINESS – None

XIII – ADJOURNMENT

Meeting adjourned at 6:35 pm. The next regular meeting of the Board will be held on Wednesday, August 20, 2025, at 5:30 pm, at DDRC, 11177 W. 8th Avenue, Lakewood, CO 80215.



Jodi Schoemer, Secretary



Annette Rogers, Executive Assistant

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES
May 31, 2025

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	\$ 41,999,070	\$ 3,499,923	\$ 3,224,763	\$ 38,499,148	\$ 37,816,592	\$ (682,556)	-1.8%
EXPENDITURES							
PERSONNEL	\$ 25,599,723	\$ 2,133,310	\$ 2,054,505	\$ 23,466,413	\$ 23,096,275	\$ 370,138	1.6%
OPERATING	\$ 13,161,218	\$ 1,086,768	\$ 934,240	\$ 12,064,460	\$ 9,755,838	\$ 2,308,614	19.1%
HOST HOMES	\$ 1,806,086	\$ 150,507	\$ 176,817	\$ 1,855,579	\$ 1,703,782	\$ (48,173)	-2.9%
PURCHASE OF SERVICES	\$ 107,586	\$ 8,966	\$ 10,241	\$ 98,821	\$ 104,870	\$ (6,250)	-6.3%
TOTAL EXPENDITURES	\$ 40,674,613	\$ 3,389,551	\$ 3,175,803	\$ 37,285,062	\$ 34,660,833	\$ 2,624,229	7.0%
REVENUES OVER EXPENSES SURPLUS/(DEFICIT)	\$ 1,324,457	\$ 110,371	\$ 48,960	\$ 1,214,086	\$ 3,155,759	\$ 1,941,673	
UNREALIZED GAIN/(LOSS) ON LT INVESTMENTS	\$ -	\$ -	\$ 149,889	\$ -	\$ 432,216	\$ 432,216	
REVENUES OVER EXPENSES NET OF LT INVESTMENTS SURPLUS/(DEFICIT)	\$ 1,324,457	\$ 110,371	\$ (100,929)	\$ 1,214,086	\$ 2,723,543	\$ 1,509,487	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES
May 31, 2025

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	MONTH #	11
						Y-T-D VARIANCE FAV (UNFAV) DOLLARS	%
MEDICAID REVENUE	\$ 14,135,170	\$ 1,177,931	\$ 1,197,043	\$ 12,957,239	\$ 12,641,093	\$ (316,146)	-2.4%
JEFFERSON COUNTY	\$ 14,058,147	\$ 1,171,512	\$ 1,106,171	\$ 12,886,635	\$ 12,207,950	\$ (678,685)	-5.3%
STATE PROGRAM	\$ 10,234,583	\$ 852,882	\$ 497,539	\$ 9,381,701	\$ 8,943,882	\$ (437,819)	-4.7%
SUPPORTED LIVING SERVICES	\$ 831,773	\$ 69,314	\$ 74,409	\$ 762,469	\$ 810,548	\$ 48,089	6.3%
ROOM AND BOARD	\$ 962,046	\$ 80,170	\$ 74,020	\$ 881,875	\$ 867,968	\$ (23,907)	-1.7%
DONATIONS/GRANTS	\$ 765,750	\$ 63,813	\$ 39,950	\$ 701,938	\$ 641,283	\$ (60,655)	-8.6%
RENTAL REVENUE	\$ 344,794	\$ 28,733	\$ 9,341	\$ 316,081	\$ 311,329	\$ (4,732)	-1.5%
HUD SUBSIDIES	\$ 238,009	\$ 19,834	\$ 19,508	\$ 218,175	\$ 224,558	\$ 6,383	1.9%
CHILDREN'S EXTENSIVE SUPPORT	\$ 46,340	\$ 3,862	\$ -	\$ 42,478	\$ 6,343	\$ (36,135)	-85.1%
MISCELLANEOUS	\$ 20,000	\$ 1,667	\$ 17,273	\$ 18,333	\$ 338,222	\$ 319,889	1744.8%
INTEREST	\$ 249,449	\$ 20,787	\$ 34,621	\$ 228,662	\$ 322,688	\$ 94,027	41.1%
PRIVATE PAY	\$ 41,800	\$ 3,483	\$ 300	\$ 38,317	\$ 15,375	\$ (22,942)	-59.9%
UNREALIZED GAIN/(LOSS) ON INVESTMENT	\$ -	\$ -	\$ 149,889	\$ -	\$ 432,216	\$ 432,216	100.0%
EXTERNAL TOTAL REVENUE	\$ 41,927,860	\$ 3,493,988	\$ 3,220,064	\$ 38,433,872	\$ 37,753,456	\$ (680,416)	-1.8%
INTERNAL REVENUES	\$ 71,210	\$ 5,934	\$ 4,703	\$ 65,276	\$ 83,136	\$ (2,140)	-1.3%
	\$ 41,999,070	\$ 3,499,923	\$ 3,224,763	\$ 38,499,148	\$ 37,816,592	\$ (682,556)	-1.8%
1% OF Y-T-D REVENUE					\$ 377,536		
1/2 % OF Y-T-D REVENUE					\$ 188,767		
FLUCTUATION THRESHOLD					\$ 25,000 & 10%		

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES May 31, 2025

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	%
RESIDENTIAL - ALL							
PERSONNEL	\$ 8,551,362	\$ 712,514	\$ 697,076	\$ 7,838,749	\$ 8,202,446	\$ (363,698)	-4.6%
OPERATING	\$ 2,044,640	\$ 170,387	\$ 130,331	\$ 1,874,253	\$ 1,739,648	\$ 134,605	7.2%
HOST HOMES	\$ 1,806,086	\$ 160,507	\$ 176,817	\$ 1,655,579	\$ 1,703,752	\$ (48,173)	-2.9%
PURCHASE OF SERVICES	\$ 107,586	\$ 8,966	\$ 10,241	\$ 98,621	\$ 104,870	\$ (6,250)	-6.3%
TOTALS	\$ 12,509,674	\$ 1,042,473	\$ 1,014,465	\$ 11,467,201	\$ 11,750,716	\$ (283,515)	-2.5%
EARLY INTERVENTION							
PERSONNEL	\$ 4,371,602	\$ 364,300	\$ 376,290	\$ 4,007,302	\$ 4,037,316	\$ (30,014)	-0.7%
OPERATING / PURCHASE OF SERVICE	\$ 3,042,926	\$ 253,577	\$ 265,566	\$ 2,789,349	\$ 2,833,144	\$ (43,795)	-1.6%
TOTALS	\$ 7,414,528	\$ 617,877	\$ 641,856	\$ 6,796,651	\$ 6,870,460	\$ (73,809)	-1.1%
SERVICE COORDINATION							
PERSONNEL	\$ 2,641,664	\$ 220,139	\$ 191,530	\$ 2,421,525	\$ 2,144,979	\$ 276,546	11.4%
OPERATING	\$ 296,270	\$ 24,806	\$ 13,224	\$ 270,664	\$ 180,317	\$ 80,347	29.7%
TOTALS	\$ 2,938,934	\$ 244,745	\$ 204,754	\$ 2,692,190	\$ 2,335,296	\$ 356,894	13.3%
ADULT DAY PROGRAM							
PERSONNEL	\$ 3,560,597	\$ 295,716	\$ 280,976	\$ 3,263,881	\$ 3,151,213	\$ 112,668	3.5%
OPERATING	\$ 1,559,918	\$ 129,983	\$ 125,081	\$ 1,429,923	\$ 1,480,828	\$ (50,905)	-3.5%
TOTALS	\$ 5,120,515	\$ 425,700	\$ 406,057	\$ 4,693,804	\$ 4,632,039	\$ 61,765	1.3%
ADMINISTRATION							
PERSONNEL	\$ 3,190,846	\$ 285,904	\$ 284,360	\$ 2,924,942	\$ 3,005,907	\$ (80,965)	-2.8%
OPERATING	\$ 1,724,730	\$ 143,728	\$ 167,498	\$ 1,581,003	\$ 1,466,432	\$ 114,571	7.2%
TOTALS	\$ 4,915,576	\$ 409,631	\$ 451,848	\$ 4,505,945	\$ 4,472,339	\$ 33,606	0.7%
RESOURCE COORDINATION							
PERSONNEL	\$ 34,138	\$ 2,845	\$ -	\$ 31,293	\$ 44,495	\$ (13,202)	-42.2%
OPERATING	\$ -	\$ -	\$ -	\$ -	\$ 49,814	\$ (49,814)	100.0%
TOTALS	\$ 34,138	\$ 2,845	\$ -	\$ 31,293	\$ 94,309	\$ (63,016)	-201.4%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$ 1,671,253	\$ 139,271	\$ 100,065	\$ 1,531,982	\$ 1,132,888	\$ 399,094	26.1%
OPERATING / PURCHASE OF SERVICE	\$ 259,218	\$ 21,518	\$ 18,189	\$ 236,700	\$ 162,906	\$ 73,794	32.2%
TOTALS	\$ 1,929,471	\$ 160,789	\$ 118,254	\$ 1,768,682	\$ 1,295,794	\$ 472,888	26.7%
BEHAVIORAL HEALTH							
PERSONNEL	\$ 698,354	\$ 58,196	\$ 53,152	\$ 640,158	\$ 567,259	\$ 72,899	11.4%
OPERATING	\$ 251,779	\$ 20,982	\$ 19,787	\$ 230,797	\$ 223,233	\$ 7,564	3.3%
TOTALS	\$ 950,133	\$ 79,178	\$ 72,939	\$ 870,955	\$ 790,492	\$ 80,463	9.2%
THERAPEUTIC RECREATION							
PERSONNEL	\$ 581,477	\$ 46,456	\$ 46,277	\$ 533,021	\$ 523,910	\$ 9,111	1.7%
OPERATING	\$ 160,031	\$ 13,336	\$ 11,539	\$ 146,695	\$ 142,430	\$ 4,265	2.9%
TOTALS	\$ 741,508	\$ 61,792	\$ 57,816	\$ 679,716	\$ 666,340	\$ 13,376	2.0%
TERMINAL							
PERSONNEL	\$ 185,735	\$ 15,478	\$ 14,343	\$ 170,257	\$ 168,130	\$ 2,127	1.2%
OPERATING / PURCHASE OF SERVICE	\$ 113,128	\$ 9,427	\$ 1,613	\$ 103,701	\$ 73,449	\$ 30,252	29.2%
TOTALS	\$ 298,863	\$ 24,905	\$ 15,956	\$ 273,958	\$ 241,579	\$ 32,379	11.8%
UNMET NEEDS							
PERSONNEL	\$ 112,696	\$ 9,391	\$ 10,446	\$ 103,304	\$ 117,732	\$ (14,428)	-14.0%
OPERATING	\$ 10,580	\$ 882	\$ 361	\$ 9,698	\$ 3,624	\$ 6,074	62.6%
SELF DETERMINATION	\$ 200,000	\$ 16,667	\$ 2,372	\$ 183,333	\$ 121,270	\$ 62,063	33.9%
JEFFCO CFS FUND	\$ 500,000	\$ 41,667	\$ 54,242	\$ 458,333	\$ 453,486	\$ 4,837	1.1%
PROVIDER SUPPORT FUNDING PRG	\$ 3,000,000	\$ 250,000	\$ 124,427	\$ 2,750,000	\$ 815,347	\$ 1,934,653	70.4%
	\$ 3,823,275	\$ 318,606	\$ 191,848	\$ 3,504,669	\$ 1,511,469	\$ 1,993,200	56.9%

SUMMARY

PERSONNEL	\$ 26,599,723	\$ 2,133,310	\$ 2,054,505	\$ 23,466,413	\$ 23,096,275	\$ 370,138	1.6%
OPERATING	\$ 13,161,218	\$ 1,096,768	\$ 934,240	\$ 12,064,450	\$ 9,755,936	\$ 2,308,514	19.1%
HOST HOMES	\$ 1,806,086	\$ 150,507	\$ 176,817	\$ 1,655,579	\$ 1,703,752	\$ (48,173)	-2.9%
PURCHASE OF SERVICES	\$ 107,586	\$ 8,966	\$ 10,241	\$ 98,621	\$ 104,870	\$ (6,250)	-6.3%
TOTALS	\$ 40,674,613	\$ 3,389,551	\$ 3,175,803	\$ 37,285,062	\$ 34,960,833	\$ 2,624,229	7.0%
1% OF Y-T-D EXPENSE					\$ 346,808		
1/2 % OF Y-T-D EXPENSE					\$ 173,304		
FLUCTUATION THRESHOLD					\$ 25,000 & 10%		

Developmental Disabilities Resource Center
Unaudited Statement of Financial Position

	Unaudited May 31, 2025	Audited June 30, 2024
ASSETS		
Current Assets		
Cash		
Cash and cash equivalents	\$18,206,799	\$15,040,017
Including capital reserve of \$6,856,130		
Certificates of deposit	404,933	\$397,324
Receivables		
Fees and grants from governmental agencies	4,428,226	\$5,461,284
Workshop contracts	-	-
Other	1,429,952	\$879,276
Prepaid expenses and other	1,090,393	\$1,111,550
Total Current Assets	<u>25,560,303</u>	<u>22,889,451</u>
Land, building and equipment	26,332,203	\$25,360,405
Less: Accumulated Depreciation	<u>(19,889,635)</u>	<u>(\$19,308,937)</u>
Net Fixed Assets	6,442,568	6,051,468
Restricted certificates of deposit	171,922	167,776
Investments	6,159,495	5,727,279
Restricted cash	401,807	401,807
Total Assets	<u><u>\$38,736,095</u></u>	<u><u>\$35,237,781</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	2,588,133	\$2,202,167
Notes payable	110,697	110,697
Accrued expenses	1,697,023	1,741,448
Deferred Revenue	5,280	4,268
Total liabilities	<u>4,401,133</u>	<u>4,058,580</u>
Net assets		
Net assets	<u>34,334,962</u>	<u>31,179,201</u>
Total net assets	<u>34,334,962</u>	<u>31,179,201</u>
Total liabilities and net assets	<u><u>\$38,736,095</u></u>	<u><u>\$35,237,781</u></u>

Developmental Disabilities Resource Center
Unaudited Statement of Cash Flows

	Unaudited May 31, 2025	Audited June 30, 2024
Cash flows from operating activities:		
Change in net assets	\$3,155,759	\$886,108
Adjustment for non cash items:		
In-Kind Donation		
Depreciation	580,701	698,183
(Gain)/loss on asset disposition	(20,699)	38,195
Unrealized (Gain)/Loss on Investment	(432,216)	(313,404)
Change in assets and liabilities:		
Accounts receivable	482,382	(1,499,084)
Other assets	21,157	(37,543)
Accounts payable and accrued expense	341,543	(266,049)
Deferred Revenue	1,012	4,268
Cash provided by operations	<u>4,129,639</u>	<u>(489,326)</u>
Cash flows from investing activities:		
Change in CDs	(11,755)	(6,153)
Proceeds from redemption of investments		1,916,301
Proceeds from sale of fixed assets	20,699	31,765
Purchase of investments	-	(2,392,402)
Purchase of fixed assets	(971,796)	(313,958)
Cash provided by investing activity	<u>(962,852)</u>	<u>(764,447)</u>
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	(13,071)
	<u>-</u>	<u>(13,071)</u>
NET INCREASE (DECREASE) IN CASH	3,166,787	(1,266,844)
Cash balance, beginning of period	<u>15,441,824</u>	<u>16,708,668</u>
Cash balance, end of period	<u>\$18,608,607</u>	<u>\$15,441,824</u>