

DIRECTOR
Stacie Kwitek-Russell
Phone: (719) 275-2318
Fax: (719) 275-5206

FREMONT COUNTY
Department of Human Services
172 Justice Center Road
Canon City, Colorado 81212

COUNTY BOARD
Tim Payne Dist. 1
Debbie Bell Dist. 2
Dwayne McFall Dist. 3

FREMONT COUNTY BOARD OF HUMAN SERVICES MEETING
to be held at the
FREMONT COUNTY ADMINISTRATION BUILDING
615 Macon, Conference Room # 208
Canon City, CO 81212
December 26, 2018, 2:00 p.m.

- I. Roll Call
- II. Approval of Minutes of November 29, 2018 Meeting
- III. Approval of the Agenda
- IV. Approval of Financial & Caseload Reports
- V. Director's Report
- VI. Old Business
 - A. SEP Program
 - B. Homelessness Efforts
- VII. New Business
 - A. Human Services Resolution #1, Series 2018, Election of 2019 Officers
 - B. Human Services Resolution #2, Series 2018 Establishment of 2019 Meeting Date, Time & Place
 - C. 2019 CDHS Certificate of Compliance, County Personnel and Merit System
 - D. Organization Resolution and Agreement for Credit Card Program
 - E. Training Center Plan
 - F. FNS Incentives
 - G. Community Outreach

DIRECTOR
Stacie Kwitek-Russell
Phone: (719) 275-2318
Fax: (719) 275-5206

FREMONT COUNTY

Department of Human Services

172 Justice Center Road
Canon City, Colorado 81212

COUNTY BOARD
Tim Payne Dist. 1
Debbie Bell Dist. 2
Dwayne McFall Dist. 3

November 29, 2018
2018 MEETING #11

The Fremont County Board of Human Services (BOHS) met in Regular Session Thursday, November 29, 2018, in Conference Room 208 at the Fremont County Administration Building, 615 Macon, Canon City, Colorado. Chairman McFall called the meeting to order at 2:00 p.m. Those present included:

Dwayne McFall	Chairman	Present
Tim Payne	Chairman Pro Tem	Present
Debbie Bell	Treasurer	Present

Also present: Brenda Jackson, Fremont County Attorney, Sunny Bryant, Fremont County Manager, Stacie Kwitek-Russell, Director, Department of Human Services (DHS) and Kimberly Grondahl, DHS.

MINUTES: Board Member Bell moved, duly seconded by Board Member Payne, to accept the minutes of the October 30, 2018 meeting with no additions or deletions. Upon vote: Board Member Bell, aye; Board Member Payne, aye; Board Member McFall, aye. The motion carried.

AGENDA: Stacie Kwitek-Russell requested the item "SEP Reserves" be added to the agenda under New Business. Board Member Payne moved, duly seconded by Board Member Bell, to approve the November 29, 2018 meeting agenda with the requested addition. Upon vote: Board Member Payne, aye; Board Member Bell, aye; Board Member McFall, aye. The motion carried.

FINANCIAL/CASELOAD REPORT: Following review and discussion of the financial and caseload reports, Board Member Bell moved, duly seconded by Board Member Payne to accept the October financial and caseload reports. Upon vote: Board Member Payne, aye; Board Member Bell, aye; Board Member McFall, aye. The motion carried.

DIRECTOR'S REPORT: Stacie Kwitek-Russell provided the Board with a written report identifying the various meetings she attended during the month. Commissioner Bell asked additional questions regarding her meeting with the CEO of Catholic Charities of the Diocese of Pueblo and how that program works. Stacie Kwitek-Russell stated the organization takes in community donations and then distributes them, and that she is reaching out to Starpoint to see if the two would be able to share resources. She discussed Adoption Day being a success with six children being legally adopted. She also provided information regarding restructuring of the Front Desk/Application Initiation Unit, and gave an update regarding moving forward with developing a proposal for the Colorado Child Welfare Training Center and the status with HS Connects.

After a full discussion, Board Member Payne moved, duly seconded by Board Member Bell, to accept the monthly report. Upon vote: Board Member Bell, aye; Board Member Payne, aye; Board Member McFall, aye. The motion carried.

OLD BUSINESS:

The next item on the agenda was regarding an update on the Regional Training Center. Those present discussed the most recent communication held with representatives from the Training Center and how the decision was made to not renew the MOU. They have been notified to remove all property from the building by December 31, 2018.

Stacie Kwitek-Russell mentioned the Christmas party is on December 19, 2018, and reminded the Commissioners they agreed to judge the door decorations right before the party.

NEW BUSINESS: Stacie Kwitek-Russell informed those present the Department credit card has a low credit limit balance and it no longer meets the needs of the Department. After a brief discussion, it was decided to move to using P-Cards rather than keeping the current credit card.

Next, Stacie Kwitek-Russell shared information pertaining to homelessness efforts. One topic that has collaboratively been discussed with the City of Canon City is having a mobile shower unit. There are different possibilities such as who would run the program, how funding would work, and where it would be located. Stacie Kwitek-Russell stated TANF dollars could be utilized to assist with this project. She then talked about homeless people sleeping in the smoker's room outside of the building and how items will be left unattended for quite some time. After a full discussion, more consideration will be given to the mobile shower unit idea, and signs will be posted regarding abandoned property. As long as the people are not causing problems, they will not be asked to leave.

The last item of discussion was SEP Reserves. During a HCPF session at the recent CCI conference, Stacie Kwitek-Russell learned counties will receive a letter saying the balance in the deferred revenue account as of June 30, 2018 has to be returned. Counties will be asking to keep three months of reserves. There was a full discussion, and Brenda Jackson said she will review the contract to see if they have the authority to have the money returned prior to any payment being made.

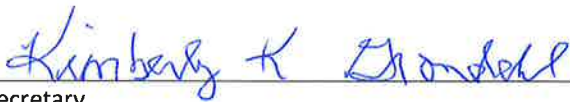
The meeting adjourned at 2:52 p.m.



Chairman, Fremont County Board of Human Services

12/26/2018

Date



Secretary

12/26/2018

Date

STATE OF COLORADO
COUNTY OF FREMONT

ATHORIZATIONS AND PAYMENTS MADE BY FREMONT COUNTY DEPARTMENT OF HUMAN SERVICES

ELECTRONIC BENEFIT TRANSACTIONS FOR NOVEMBER 2018
\$ 1,481,511.08

WARRANTS ISSUED NOVEMBER 22, 2018 THROUGH DECEMBER 20, 2018

11/29/2018	210,432.81
12/5/2018	11,602.75
12/6/2018	2,575.11
12/12/2018	241,097.93
12/17/2018	13,935.56
12/19/2018	8,210.45
Total	\$487,854.61

I, STACIE KWITEK-RUSSELL, Director of the Department of Human Services, of Fremont County, Colorado, hereby certify that the payments as set forth herein as of this date have been approved and authorized to be issued through the EBT system or warrant.

26-Dec-18
Date


Stacie Kwitek-Russell, Director

We the undersigned Fremont County Board of Commissioners acting in the capacity of Fremont County Board of Human Services do hereby certify the above EBT authorizations and ratify the warrants issued, having been properly certified by the Director of Fremont County Department of Human Services according to law, are approved for payment. Done this 26th day of December, 2018.


Chairman McFall


Commissioner Bell


Commissioner Payne

**Fremont County Department of Human Services
November 2018 EBT Issuance & Caseload Information**

EBT Issuance	Amount Issued	YTD AVG	Caseload Count	YTD AVG
TANF	\$113,072.26	\$106,784.63	307	308
AND	\$29,240.47	\$28,814.56	117	136
OAP	\$69,906.84	\$65,422.01	286	279
Child Care	\$68,526.32	\$65,036.61	108	122
LEAP	\$149,177.87	\$73,353.50	637	117
Food Assistance	\$797,560.00	\$816,175.66	3717	3624
OOH Placements	\$223,266.74	\$176,539.29	193	183
CORE	\$29,690.58	\$22,506.60	124	110
Case Services	\$1,070.00	\$327.73	1	1
Total EBT Issuance:	\$1,481,511.08	\$1,354,960.57		
Medicaid Transportation	\$11,332.12	\$10,263.58	90	94

Child Welfare Intake Referrals:	
Total Referrals	103
Screened In	37
% Screened In	35.92%

APS:	
Total Referrals:	17
Screened in	8
% Screened in	47%
Open cases with Legal Authority	9
Open cases w/o Legal Authority	23
Total Ongoing Cases	32

SEP/OLTC:	
Pending	36
Total Caseload	362

Check Report

Fremont County, CO Human Services

By Check Number

Date Range: 11/22/2018 - 12/20/2018

Vendor Name	Payment Date	Payment Amount	Number
Chafee Client Services	11/27/2018	-20.00	174826
Chafee Client Services	11/27/2018	-20.00	174835
TANF Client Services	11/27/2018	-1.00	174991
Medicaid Transportation	11/27/2018	-8.74	175057
Melanie Herold	11/27/2018	-45.00	175105
Melanie Herold	11/27/2018	-69.00	175266
City Market	11/27/2018	-73.28	175490
Crowley County Sheriff's Office	11/27/2018	-36.50	175567
Chafee Client Services	11/28/2018	-45.00	175997
Chafee Client Services	11/28/2018	-100.00	176198
Colorado Department of Revenue	11/28/2018	-95.00	176334
Medicaid Transportation	11/28/2018	-35.26	176440
Chafee Client Services	11/27/2018	-25.00	176456
Cumberland County Sheriff's Office	11/27/2018	-50.00	176846
Ariel Clinical Services	12/14/2018	-217.83	176942
FIOG Client Services	11/27/2018	-484.85	177030
Black Hills Energy	11/29/2018	2,843.02	177177
Black Hills Energy	11/29/2018	184.27	177178
Cañon Exploratory School	11/29/2018	168.73	177179
Clear Creek County Sheriff's Office	11/29/2018	15.00	177180
CWFC	11/29/2018	30.00	177181
Fed Ex	11/29/2018	8.75	177182
Fremont County BOCC	11/29/2018	197,781.13	177183
King Soopers Customer Charges	11/29/2018	100.00	177184
Logan County Sheriff's Office	11/29/2018	20.00	177185
Medicaid Transportation	11/29/2018	152.00	177186
McKinley Elementary School	11/29/2018	347.23	177187
Cañon City Apartments, LP	11/29/2018	357.00	177188
Reserve Account	11/29/2018	1,804.52	177189
Stamp of Excellence, Inc.	11/29/2018	7.50	177190
VISA	11/29/2018	3,601.86	177191
Walmart Community/RFCSELLC	11/29/2018	29.14	177192
Walmart Community/RFCSELLC	11/29/2018	2,817.66	177193
Void	11/29/2018	0.00	177194
West Way LLC	11/29/2018	165.00	177195
City of Cañon City	12/05/2018	740.53	177196
Colorado Supreme Court	12/05/2018	325.00	177197
Corporate Translation Services, Inc.	12/05/2018	6.32	177198
Denver County DHS	12/05/2018	20.00	177199
Domino's Pizza	12/05/2018	45.39	177200
Fremont County BOCC	12/05/2018	1,486.85	177201
Fremont County BOCC	12/05/2018	1,296.79	177202
Fremont Sanitation District	12/05/2018	581.45	177203
Gobins, Inc.	12/05/2018	1,735.75	177204
Joe's Appliances	12/05/2018	399.40	177205
OOH Client Services	12/05/2018	294.00	177206
Pueblo County	12/05/2018	1,701.00	177207
Rocky Mountain Eye Center Inc.	12/05/2018	52.32	177208
Roland Process Service & Investigations, LLC	12/05/2018	90.00	177209
SECOM, INC.	12/05/2018	216.35	177210
Jonathan K. Martinez	12/05/2018	157.96	177211
Verizon	12/05/2018	184.34	177212
Verizon Wireless	12/05/2018	2,269.30	177213
Fremont County BOCC	12/06/2018	2,575.11	177214
PACE Ventures, Inc.	12/12/2018	18.00	177215
Black Hills Energy	12/12/2018	340.85	177216
Business Solutions Leasing	12/12/2018	914.45	177217
Business Solutions Leasing	12/12/2018	370.40	177218
Colorado Bureau of Investigations	12/12/2018	48.00	177219

Fed Ex	12/12/2018	21.18	177220
Fremont County BOCC	12/12/2018	236,192.69	177221
Fremont County Sheriff's Office	12/12/2018	86.05	177222
Gobins, Inc.	12/12/2018	226.80	177223
In & Out Conoco	12/12/2018	317.24	177224
King Soopers Customer Charges	12/12/2018	77.83	177225
LexisNexis Risk Solutions	12/12/2018	96.65	177226
Loaves and Fishes Ministries of Fremont County	12/12/2018	622.96	177227
FIOG Client Services	12/12/2018	500.00	177228
Rocky Mountain Behavioral Health, Inc.	12/12/2018	825.00	177229
VISA	12/12/2018	439.83	177230
Medicaid Transportation	12/18/2018	58.22	177231
Medicaid Transportation	12/18/2018	128.74	177232
Medicaid Transportation	12/18/2018	86.10	177233
Medicaid Transportation	12/18/2018	117.26	177234
Medicaid Transportation	12/18/2018	433.37	177235
Medicaid Transportation	12/18/2018	68.82	177236
Medicaid Transportation	12/18/2018	94.30	177237
Medicaid Transportation	12/18/2018	228.78	177238
Medicaid Transportation	12/18/2018	123.41	177239
Medicaid Transportation	12/18/2018	41.00	177240
Medicaid Transportation	12/18/2018	116.85	177241
Medicaid Transportation	12/18/2018	402.21	177242
Medicaid Transportation	12/18/2018	57.81	177243
Medicaid Transportation	12/18/2018	42.23	177244
Medicaid Transportation	12/18/2018	7.38	177245
Medicaid Transportation	12/18/2018	1,910.60	177246
Medicaid Transportation	12/18/2018	32.80	177247
Medicaid Transportation	12/18/2018	116.03	177248
Medicaid Transportation	12/18/2018	133.66	177249
Medicaid Transportation	12/18/2018	119.72	177250
Medicaid Transportation	12/18/2018	8.20	177251
Medicaid Transportation	12/18/2018	891.75	177252
Medicaid Transportation	12/18/2018	270.60	177253
Medicaid Transportation	12/18/2018	28.88	177254
Medicaid Transportation	12/18/2018	641.24	177255
Medicaid Transportation	12/18/2018	92.66	177256
Medicaid Transportation	12/18/2018	25.01	177257
Medicaid Transportation	12/18/2018	268.55	177258
Medicaid Transportation	12/18/2018	29.11	177259
Medicaid Transportation	12/18/2018	198.44	177260
Medicaid Transportation	12/18/2018	113.98	177261
Medicaid Transportation	12/18/2018	209.51	177262
Medicaid Transportation	12/18/2018	31.98	177263
Medicaid Transportation	12/18/2018	253.38	177264
Medicaid Transportation	12/18/2018	164.00	177265
Medicaid Transportation	12/18/2018	44.28	177266
Medicaid Transportation	12/18/2018	148.20	177267
Medicaid Transportation	12/18/2018	59.45	177268
Medicaid Transportation	12/18/2018	432.96	177269
Medicaid Transportation	12/18/2018	475.19	177270
Medicaid Transportation	12/18/2018	34.03	177271
Medicaid Transportation	12/18/2018	88.56	177272
Medicaid Transportation	12/18/2018	92.66	177273
Medicaid Transportation	12/18/2018	56.58	177274
Medicaid Transportation	12/18/2018	275.93	177275
Medicaid Transportation	12/18/2018	96.76	177276
Medicaid Transportation	12/18/2018	139.52	177277
Medicaid Transportation	12/18/2018	25.83	177278
Medicaid Transportation	12/18/2018	58.22	177279
Medicaid Transportation	12/18/2018	273.06	177280
Medicaid Transportation	12/18/2018	30.75	177281
Medicaid Transportation	12/18/2018	59.04	177282
Medicaid Transportation	12/18/2018	46.33	177283
Medicaid Transportation	12/18/2018	43.32	177284
Medicaid Transportation	12/18/2018	49.20	177285
Medicaid Transportation	12/18/2018	352.60	177286

Medicaid Transportation	12/18/2018	159.90	177287
Medicaid Transportation	12/18/2018	21.32	177288
Senior Services Solutions Plus	12/18/2018	1,843.96	177289
Medicaid Transportation	12/18/2018	70.93	177290
Medicaid Transportation	12/18/2018	120.13	177291
Medicaid Transportation	12/18/2018	413.28	177292
Medicaid Transportation	12/18/2018	32.80	177293
Medicaid Transportation	12/18/2018	50.43	177294
Medicaid Transportation	12/18/2018	30.75	177295
Medicaid Transportation	12/18/2018	79.95	177296
Medicaid Transportation	12/18/2018	105.37	177297
Medicaid Transportation	12/18/2018	47.56	177298
Medicaid Transportation	12/18/2018	172.20	177299
Medicaid Transportation	12/18/2018	98.40	177300
Medicaid Transportation	12/18/2018	45.92	177301
Medicaid Transportation	12/18/2018	213.61	177302
11th Judicial Juvenile Diversion/Teen Court	12/19/2018	1,200.00	177303
Ariel Clinical Services	12/19/2018	217.83	177304
Atmos Energy	12/19/2018	470.59	177305
Black Hills Energy	12/19/2018	222.00	177306
Black Hills Energy	12/19/2018	254.05	177307
Cedar Village MHP LLC	12/19/2018	494.88	177308
Dee's Pace	12/19/2018	1,337.19	177309
Domino's Pizza	12/19/2018	29.07	177310
Fed Ex	12/19/2018	23.38	177311
Fremont County BOCC	12/19/2018	325.00	177312
HWY 50 Auto	12/19/2018	340.96	177313
Jim's Tire Service, Inc.	12/19/2018	717.25	177314
King Soopers Customer Charges	12/19/2018	88.71	177315
Laboratory Corporation of America	12/19/2018	228.00	177316
FIOG Client Services	12/19/2018	300.00	177317
Las Animas County Sheriff's Office	12/19/2018	15.00	177318
Middick's Locksmith Shop	12/19/2018	190.00	177319
OOH Client Services	12/19/2018	145.00	177320
Office Depot	12/19/2018	1,326.96	177321
Quality Inn & Suites	12/19/2018	284.58	177322

Bank Code APBNK-HS Summary

Payment Type	Bank Code APBNK-HS Summary		Payment
	Payable	Payment	
Regular Checks	201	145	487,854.61
Manual Checks	0	0	0.00
Voided Checks	0	17	-1,326.46
Bank Drafts	0	0	0.00
EFT's	0	0	0.00
	201	162	486,528.15

Summary Budget Report

Fremont County, CO Human Services

For Fiscal: 2018 Period Ending: 11/30/2018

	Original Total Budget	November Activity	YTD Activity	% Remaining
Revenue				
Current Property Taxes	1,173,228.00	14,889.18	1,162,127.54	0.01
Delinquent Taxes	1,500.00	18.80	1,227.76	0.18
Specific Ownership Tax	183,913.00	36,299.79	182,826.40	0.01
Other Financing Sources	80,000.00	1,342.16	37,376.22	0.53
Interests & Penalties	927.00	1,028.03	3,708.15	3.00
Admin/Program Revenue	6,892,003.00	666,484.04	5,641,806.32	0.18
Child Welfare Donation	0.00	590.49	891.63	0.00
Deferred Revenue	351,970.00	14,145.08	198,590.03	0.44
Revenue Total:	8,683,541.00	734,797.57	7,228,554.05	0.17
Expense				
Salary Expense	5,130,220.00	523,081.67	4,260,594.86	0.17
Health Insurance	938,585.00	73,243.88	737,583.14	0.21
Life Insurance	6,770.00	324.83	3,676.70	0.46
Medicare	77,324.00	7,846.04	61,257.88	0.21
Retirement	154,328.00	12,132.53	105,409.29	0.32
Social Security	305,106.00	31,548.29	251,354.89	0.18
Unemployment	15,668.00	1,521.13	12,926.92	0.17
Workers Compensation	0.00	8,880.64	43,615.20	0.00
RMS	21,814.00	0.00	0.00	-0.03
Contract Services	319,352.00	5,261.19	170,559.92	0.47
Title XX	900.00	0.00	800.00	0.11
Tanf Admin Tuition	750.00	0.00	0.00	1.00
Utilities	92,091.00	8,657.08	77,662.82	0.16
Building Maintenance	3,600.00	0.00	6,600.00	-0.83
Equipment Maintenance	55,084.00	1,368.90	26,024.06	0.53
Equipment Rental	15,283.00	914.45	10,571.95	0.31
Travel	126,368.00	10,009.48	104,130.09	0.19
Client Transportation	13,000.00	175.00	2,678.11	0.79
Advertising	1,400.00	20.00	40.00	0.97
Telephone	53,025.00	2,800.84	31,075.02	0.41
Printing & Forms	3,400.00	293.27	1,497.73	0.56
Legal Fees	200.00	88.67	466.37	-1.33
Purchase of Service	0.00	347.46	347.46	0.00
Books & Subscriptions	5,165.00	820.00	2,158.69	0.58
Office Supplies	121,557.00	7,646.13	50,169.24	0.59
Postage	26,900.00	1,871.44	19,220.40	0.29
Document Scanning	30,700.00	0.00	0.00	1.00
Expert Witness	6,000.00	619.42	6,866.22	-0.14
Interpreter	6,400.00	0.00	584.62	0.91
Document Destruction	2,000.00	0.00	585.00	0.71
Dues & Memberships	7,000.00	0.00	4,210.00	0.40
Audit Fees	10,925.00	0.00	7,580.00	0.31
Vital Statistics	100.00	20.00	110.00	-0.10
Fingerprinting	7,064.00	599.50	2,480.00	0.65
Foster Parent Training	5,330.00	84.00	168.00	0.97
Fraud Registration Fees	150.00	30.00	30.00	0.80
TANF Burial	0.00	0.00	259.25	0.00
Client Services	168,746.00	14,612.20	183,848.89	-0.09
Program Expense	988,045.00	75,803.39	649,334.52	0.34
EBT Costs	10,800.00	836.23	9,116.15	0.16
Non Reimbursable	36,000.00	3,452.29	43,972.70	-0.22
Expense Total:	8,767,150.00	794,909.95	6,889,566.09	0.21
Report Surplus (Deficit):	-83,609.00	-60,112.38	338,987.96	

Director's Report
December 2018

To: Fremont County Board of Human Services

From: Stacie Kwitek-Russell

Prepared: December 18, 2018

- We remain committed to serving the entirety of Fremont County and to that end have participated in multiple conversations with community partners who are requesting FCDHS have a presence at their site to offer services and outreach for benefits for the individuals/families that they serve. We have met with RE-2 School District, RE-3 School District, and Pueblo Community College-Fremont Campus.
- Fremont Interagency Oversight Group received a presentation from two CDHS representatives on Family First Prevention and Services Act. This will have an extreme impact in the work Human Services does, particularly in Child Welfare. It will influence the services we can and cannot provide as well as reimbursement for such services. This item is on the agenda for further discussion.
- Conversations continued into December with CDHS regarding the Southeast Regional Training Center. It was ultimately determined that we have hosted them for 5 years and we now need the space, so we will not renew the MOU. They are actively vacating the space now.
- We have successfully filled several vacant positions this month including Family Ongoing Technician, Child Welfare/APS Screener, Child Welfare Adolescent Caseworker, and a part-time Special Projects Coordinator who will start in January. This leaves a Relative & Diligent Search Caseworker, Child Support Legal Technician and a Quality Assurance/Trainer for Eligibility to be filled. Additionally, we have our Agency Clerk position vacant and will try to find a Supportive Employment Intern for this position.
- I continue to participate on the Homeless Coalition. I will participate in the meeting scheduled for December 20th.
- I am working with the Transportation Department to coordinate the purchase of three vehicles for DHS after January 1st.
- Several small projects are underway for security enhancements at the DHS building. The paging system getting a much needed update, which is also being expanded to the Training Center. The system allows for overrides in emergency situations. Additionally, we are working to get quotes for crash bars for all exterior doors for safe exit during lockdown situations.

DIRECTOR
Stacie Kwitek-Russell
Phone: (719) 275-2318
Fax: (719) 275-5206

FREMONT COUNTY
Department of Human Services
172 Justice Center Road
Canon City, Colorado 81212

COUNTY BOARD
Tim Payne Dist. 1
Debbie Bell Dist. 2
Dwayne McFall Dist. 3

HUMAN SERVICES RESOLUTION # 1

SERIES 2018

WHEREAS, the Fremont County Board of Commissioners acting in their capacity as the Fremont County Board of Human Services pursuant to C.R.S. 26-1-101 et. seq. do desire to elect officers for the Board of Human Services to serve effective January 8, 2019 for the calendar year 2019;

NOW, THEREFORE, BE IT RESOLVED that the Fremont County Board of Human Services has elected the following officers:

Chairman Commissioner Payne
Chairman Pro Tem Commissioner McFall
Treasurer Commissioner Bell

Commissioner Bell MOVED THE ADOPTION OF THE FOREGOING RESOLUTION;

SECOND, Commissioner Payne WHEREUPON THE FOLLOWING VOTE WAS TAKEN.

Commissioner Payne Tim Payne
Commissioner Bell Debbie Bell
Commissioner McFall Dwayne McFall

The above resolution was duly adopted the 26th day of December, 2018.

DIRECTOR
Stacie Kwitek-Russell
Phone: (719) 275-2318
Fax: (719) 275-5206

FREMONT COUNTY
Department of Human Services

172 Justice Center Road
Canon City, Colorado 81212

COUNTY BOARD
Tim Payne Dist. 1
Debbie Bell Dist. 2
Dwayne McFall Dist. 3

HUMAN SERVICES RESOLUTION # 2

SERIES 2018

WHEREAS, the Fremont County Board of Commissioners acting in their capacity as the Fremont County Board of Human Services pursuant to C.R.S. 26-1-101 et. seq. do desire to establish a set meeting date, time and place for the Fremont County Board of Human Services;

NOW, THEREFORE, BE IT RESOLVED that, effective January 1, 2019 the Fremont County Board of Human Services will meet the last Tuesday of each and every month, at the hour of 2:00 P.M. in a designated conference room of the Fremont County Administration Building, 615 Macon, Canon City, Colorado with posting of the agendas, at least twenty-four (24) hours in advance, at the Fremont County Administration Building and the Fremont County Department of Human Service.

Commissioner Payne MOVED THE ADOPTION OF THE FOREGOING RESOLUTION;

SECOND, Commissioner Bell WHEREUPON THE FOLLOWING VOTE WAS TAKEN.

Commissioner Payne

Tim Payne

Commissioner Bell

Debbie Bell

Commissioner McFall

Dwayne McFall

The above resolution was duly adopted the 26th day of December, 2018.

CDHS Certification of Compliance - Year 2019
County Personnel and Merit System

Each county merit system shall function under the following principles and requirements in order to be in compliance with Section 26-1-120(8), C.R.S., and 9 CCR 2502-1 Rule 2.200:

- A. The recruitment, selection, and advancement of employees shall be on the basis of relative abilities, knowledge, and skills, including open consideration of qualified applicants for initial appointment.
- B. The system shall provide equitable and adequate compensation.
- C. The employees shall be trained as needed to assure high quality of performance.
- D. The system shall provide for retaining employees on the basis of the adequacy of their performance, correcting inadequate performance, and separating employees whose inadequate performance cannot be corrected.
- E. The system shall assure fair treatment of applicants and employees in all aspects of personnel administration without regard to political affiliation, race, color, national origin, sex, religious creed, age, or disability and with proper regard for the privacy and constitutional rights of such persons as citizens. This fair treatment principle shall include compliance with all Federal equal opportunity and nondiscrimination laws.
- F. The system shall assure that employees are protected against coercion for partisan political purposes and are prohibited from using their official authority for the purpose of interfering with or affecting the results of an election or a nomination for office.

___Fremont___ County certifies that it is in compliance with the above principles and criteria for the administration and operation of its County Personnel and Merit System for the reporting year 2019, and has a personnel system in place for the next calendar year to assure continuing compliance. The person signing below is authorized to undertake this certification.

The County Director is exempt from the County Merit System per the Transitional Plan submitted to the Colorado Department of Human Services. Yes No

By:


Signature

12-26-18
Date

Tim Payne
Print Name

Chairman, Board of County of Commissioners
Title (must be Board of County Commissioners
or designee)

