

DIRECTOR  
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# 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

**December 29, 2020**  
**2020 MEETING #12**

The Fremont County Board of Human Services (BOHS) met in Regular Session Tuesday, December 29, 2020 in Conference Room 207 at the Fremont County Administration Building, 615 Macon, Cañon City, Colorado. Chairman Payne called the meeting to order at 2:20 p.m. Those present included:

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

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

**MINUTES:** Board Member Bell moved, duly seconded by Board Member Payne, to accept the minutes of the November 24, 2020 meeting with no additions or deletions. Upon vote: Board Member Bell, aye, Board Member Payne, aye. Board Member McFall abstained from voting. The motion carried.

**AGENDA:** There were no additions or corrections to the agenda requested. Board Member McFall moved, duly seconded by Board Member Bell, to approve the December 29, 2020 meeting agenda. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

**FINANCIAL/CASELOAD REPORT:** Stacie Kwitek-Russell stated expenses are back in line and caseloads appear to have stabilized in Eligibility. Following review and discussion of the financial and caseload reports, Board Member Bell moved, duly seconded by Board Member McFall to accept the November financial and caseload reports. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

**DIRECTOR'S REPORT:** Stacie Kwitek-Russell provided the Board with a written report summarizing the last month's activity that has taken place within the Department and current issues she's focusing on. The COVID shelter is full at the present time. She's meeting with RE-1 because there's a major struggle with some students not engaging when they are utilizing online virtual education options. She stated DHS will partner with the school districts to develop a position to provide outreach and resources to these students. RE-1 has agreed to be the agency employing the position. The Child Welfare 80/20 allocation will support 80% of the position and the school districts will fund the remaining 20% county portion. This outreach effort will help prevent child welfare getting involved. So far this month 15 children have been removed and placed, which has increased the child welfare workload. She also discussed there's an exception in CCCAP where additional hours will qualify for payment. The Special Projects Coordinator position is open and there are seven candidates. Vivian Simon has returned as an Adult Protection Caseworker.

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

**OLD BUSINESS:**

There was no Old Business to discuss.

**NEW BUSINESS:**

HUMAN SERVICES RESOLUTION # 1, SERIES 2020, ELECTION OF 2021 OFFICERS: Following discussion, Board Member Bell moved, duly seconded by Board Member McFall, the nomination and effective date of January 1, 2021, election of 2021 BOHS Officers as:

Chairman: Commissioner Grantham

Chairman Pro Tem: Commissioner McFall  
Treasurer: Commissioner Bell

Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

HUMAN SERVICES RESOLUTION # 2, SERIES 2020, ESTABLISHMENT OF 2021 MEETING DATE, TIME AND PLACE: Following discussion, Board Member McFall moved, duly seconded by Board Member Bell, as:

Date: Last Tuesday of each and every month  
Time: 2:15 p.m.  
Place: Fremont County Administration Building, 615 Macon, Canon City, Colorado

Mid-month meetings will continue to be every other month beginning in February.

The DHS 2021 Quarterly Professional Development Closure Dates was then discussed. Stacie Kwitek-Russell requested approval for the building to be closed for Professional Development on the fourth Wednesday of the first month of each quarter, January 27th, April 28th, July 28th, and October 27th. Board Member McFall moved, duly seconded by Board Member Bell to approve closure of the building for Professional Development on those specified dates. Upon vote: Board Member Payne, aye; Board Member Bell, aye; Board Member McFall, aye. The motion carried.

The COVID Shelter Lease was then discussed. An extension going through February was presented for approval. The total cost for the additional two months is \$1,800 to be paid out of DHS funds. Board Member Bell moved, duly seconded by Board Member McFall, to approve the lease extension. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

The CDHS 2021 County Merit Letter was the last item on the agenda for discussion. Board Member Bell moved, duly seconded by Board Member Payne, to authorize the Chairman of the Fremont County Board of Commissioners to sign the 2021 County Merit System certification. Upon vote: Board Member Payne, aye; Board Member Bell, aye; Board Member McFall, aye. The motion carried.

With there being no other business to discuss, the meeting adjourned at approximately 2:45 p.m.



Chairman, Fremont County Board of Human Services

01/26/2021

Date



Secretary

01/26/2021

Date

STATE OF COLORADO  
COUNTY OF FREMONT

ATHORIZATIONS AND PAYMENTS MADE BY FREMONT COUNTY DEPARTMENT OF HUMAN SERVICES

ELECTRONIC BENEFIT TRANSACTIONS FOR DECEMBER 2020

\$ 1,829,804.19

WARRANTS ISSUED DECEMBER 24, 2020 THROUGH JANUARY 21, 2021

1/7/2021	261,798.71
1/13/2021	13,456.05
1/21/2021	<u>276,807.18</u>
<b>Total</b>	<b>552,061.94</b>

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.

1/26/2021

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 January, 2021.

  
Chairman Grantham

  
Commissioner Bell

  
Commissioner McFall

