

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

**September 29, 2020**  
**2020 MEETING #9**

The Fremont County Board of Human Services (BOHS) met in Regular Session Tuesday, September 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 2:00 p.m. Those present included:

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

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

**MINUTES:** Board Member McFall moved, duly seconded by Board Member Payne, to accept the minutes of the August 25, 2020 meeting with no additions or deletions. Upon vote: Board Member Payne, aye; Board Member McFall, aye. The motion carried.

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

**FINANCIAL/CASELOAD REPORT:** Stacie Kwitek-Russell distributed the estimated annual allocation report. It's showing that HCPF Admin and Child Care will be overspent. She also noted that Food Assistance issuance has gone down since April, but is still high. Following review and discussion of the financial and caseload reports, Board Member McFall moved, duly seconded by Board Member Payne to accept the August financial and caseload reports. Upon vote: Board Member McFall, aye; Board Member Payne, aye. The motion carried.

**DIRECTOR'S REPORT:** Stacie Kwitek-Russell provided the Board with a written report discussing current activity within the Department. She informed those present that five OWL Pro devices have been purchased that will be reimbursed through COVID funding. The Performance Improvement Plan (PIP) was discussed next. We were asked to serve and it is very time intensive. She also stated that Mick Stumph has been carrying the load, and in March we scored 100%. Other topics shared in her report were discussed including an update regarding the concerns of 911 calls routing to Aurora instead of local dispatch and employees being advised to use their cell phones in case of an emergency, the Department purchasing two more vehicles, and that she has been asked to serve on the Fremont Schools Facilities Corporation Committee.

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

**OLD BUSINESS:**

Stacie Kwitek-Russell requested that the lease to Loaves and Fishes be extended for one more month through October 31st for sheltering purposes. She said this may be the last month she will recommend extending the lease. Attorney Jackson suggested considering continuation as a surge is expected. After discussion, Board Member McFall moved, duly seconded by Board Member Payne to approve the extension of the lease agreement with Loaves and Fishes. Upon vote: Board Member McFall, aye; Board Member Payne, aye. The motion carried.

With there being no other business to discuss, the meeting adjourned at 2:11 p.m.



Chairman, Fremont County Board of Human Services

10/27/2020

Date



Secretary

10/27/2020

Date

STATE OF COLORADO  
COUNTY OF FREMONT

ATHORIZATIONS AND PAYMENTS MADE BY FREMONT COUNTY DEPARTMENT OF HUMAN SERVICES

ELECTRONIC BENEFIT TRANSACTIONS FOR SEPTEMBER 2020

\$ 1,751,202.78

WARRANTS ISSUED SEPTEMBER 24, 2020 THROUGH OCTOBER 21, 2020

10/1/2020	251,454.71
10/7/2020	25,596.94
10/14/2020	245,744.11
10/21/2020	9,679.54
<b>Total</b>	<b>532,475.30</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.

10/27/2020

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 27th day of October, 2020.

Not Available for Signature  
Chairman Payne

  
Commissioner Bell

  
Commissioner McFall

