

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 # LL3
Canon City, CO 81212
April 28, 2020, 2:00 p.m.

- I. Roll Call
- II. Approval of Minutes of the March 31, 2020 Meeting
- III. Approval of the Agenda
- IV. Approval of Financial & Caseload Reports
- V. Director's Report
- VI. Old Business
 - A. COVID Update – Feeding & Sheltering Activities
- VII. New Business
 - A. Sub-Adopt Policy
 - B. Selling TANF
 - C. Options for Long Term Care Contract
 - D. Position Request

Availability Options:

Facebook Live:

<https://www.facebook.com/FremontCountyCO/>

YouTube Live:

<https://www.youtube.com/channel/UCuxNBR3UWq0vV2T2Rgyl6rA>

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

March 31, 2020
2020 MEETING #3

The Fremont County Board of Human Services (BOHS) met in Regular Session Tuesday, March 31, 2020, in Conference Room 208 at the Fremont County Administration Building, 615 Macon, Cañon City, Colorado. Chairman Pro Tem McFall called the meeting to order at 2:02 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, and Stacie Kwitek-Russell, Director, Department of Human Services (DHS).

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

AGENDA: There were no additions or corrections to the agenda requested. Board Member Bell moved, duly seconded by Board Member Payne, to approve the March 31, 2020 meeting agenda. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

FINANCIAL/CASELOAD REPORT: Following review and discussion of the financial and caseload reports, Board Member Payne moved, duly seconded by Board Member Bell to accept the February 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 informed the Board that the bulk of her time has been spent on COVID-19, however there has been time spent working on next year's CORE contracts, she participated in presentations of phone systems with vendors, as well as the County child fatality review. She also gave an update on the status of the Eligibility staff returning to an assigned alpha-based process versus the pull-system to address customer service and timeliness issues, and stated that a new attorney has been hired. Debbie Bell asked how the legal system has been impacted by the COVID-19 crisis. Stacie said most meetings and appearances are by phone or others are postponed.

After a full discussion, Board Member Bell moved, duly seconded by Board Member Payne, 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:

Stacie Kwitek-Russell discussed the effect COVID-19 has had on the Department. She said the number one priority has been to ensure the continuity of services. Each program has had rule changes from the State. There are between five to eight telephone or video conferences per day addressing the changes and waivers that have been put in place. Most of our work was done face to face before, so everyone is making adjustments. She is also allowing some employees to work from home if possible, but there is a gap in technology for Eligibility. Stacie said some of the strengths that have come from this is how the community has come together, we received a grant from El Pomar without submitting an application, the State is providing us with 35 laptops to help Eligibility staff have the ability to work from home. She's also been focusing on the Department's Emergency Management responsibilities of mass feeding and sheltering and updated the Board on the current details. There was a discussion about how helpful community partners have been and how important that is during a crisis.

With there being no other business to discuss, the meeting adjourned at 2:13 p.m.



Chairman, Fremont County Board of Human Services

04/28/2020
Date



Secretary

04/28/2020
Date

STATE OF COLORADO
COUNTY OF FREMONT

ATHORIZATIONS AND PAYMENTS MADE BY FREMONT COUNTY DEPARTMENT OF HUMAN SERVICES

ELECTRONIC BENEFIT TRANSACTIONS FOR MARCH 2020

\$ 1,278,219.72

WARRANTS ISSUED MARCH 26, 2020 THROUGH APRIL 22, 2020

4/2/2020	283,215.34
4/15/2020	280,033.91
4/20/2020	10,435.82
4/22/2020	8,681.82
Total	582,366.89

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.

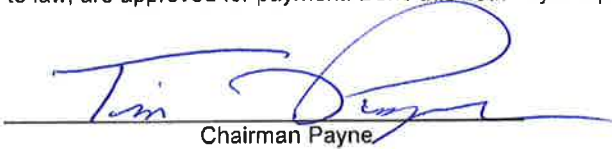
4/28/2020

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 28th day of April, 2020.



Chairman Payne



Commissioner Bell



Commissioner McFall

**Fremont County Department of Human Services
March 2020 EBT Issuance & Caseload Information**

EBT Issuance	Amount Issued	YTD AVG	Caseload Count	YTD AVG
TANF	\$89,450.09	\$88,839.86	224	231
AND	\$34,347.98	\$34,026.55	147	144
OAP	\$75,938.30	\$77,307.76	269	272
Child Care	\$57,718.36	\$64,721.00	126	126
LEAP	\$34,488.66	\$94,197.20	77	173
Food Assistance	\$794,557.00	\$780,818.67	3644	3624
OOH Placements	\$162,413.61	\$173,503.08	175	168
CORE	\$28,505.72	\$29,772.59	213	211
Case Services	\$800.00	\$1,066.67	1	1
Total EBT Issuance:	\$1,278,219.72	\$1,344,253.37		
Medicaid Transportation	\$17,421.29	\$16,024.91	84	58

Child Welfare Intake Referrals:

Total Referrals	99
Screened In	32
% Screened In	32.32%

APS:

Total Referrals:	23
Screened in	12
% Screened in	52%
Open cases with Legal Authority	7
Open cases w/o Legal Authority	25
Total Ongoing Cases	32

SEP/OLTC:	
Pending	38
Total Caseload	365

Check Report

Fremont County, CO Human Services

By Check Number

Date Range: 03/24/2020 - 04/22/2020

Vendor DBA Name	Payment Date	Payment Amount	Number
Medicaid Transportation	04/14/2020	-560.56	179791
Black Hills Energy	04/02/2020	2,867.34	179866
City of Canon City	04/02/2020	550.14	179867
CTS LanuageLink	04/02/2020	7.70	179868
Starpoint	04/02/2020	3,105.38	179869
Fremont County BOCC	04/02/2020	1,778.25	179870
Fremont County BOCC	04/02/2020	2,653.66	179871
Fremont County BOCC	04/02/2020	252,512.83	179872
Fremont County Public Health	04/02/2020	3,000.00	179873
Fremont Sanitation District	04/02/2020	124.78	179874
Gobins, Inc.	04/02/2020	1,902.42	179875
Istonish, Inc.	04/02/2020	3,445.88	179876
Laboratory Corporation of America	04/02/2020	342.00	179877
Master Printers	04/02/2020	500.00	179878
Mesa County School District 51	04/02/2020	690.00	179879
Offerson Toner	04/02/2020	2,724.45	179880
Office Depot	04/02/2020	1,202.40	179881
Pitney Bowes, Inc.	04/02/2020	171.00	179882
Reserve Account	04/02/2020	1,693.35	179883
Rocky Mountain Behavioral Health, Inc.	04/02/2020	1,180.00	179884
Verizon	04/02/2020	184.34	179885
Verizon Wireless	04/02/2020	2,277.13	179886
Walmart Community/RFCSELLC	04/02/2020	302.29	179887
Atmos Energy	04/15/2020	367.89	179888
Business Solutions Leasing	04/15/2020	1,542.53	179889
Card Services	04/15/2020	5,289.92	179890
Void	04/15/2020	0.00	179891
Void	04/15/2020	0.00	179892
Colorado Bureau of Investigations	04/15/2020	39.50	179893
Douglas County	04/15/2020	50.00	179894
WEX Bank	04/15/2020	185.59	179895
Fed Ex	04/15/2020	21.95	179896
Fremont County BOCC	04/15/2020	251,320.39	179897
Fremont County BOCC	04/15/2020	3,265.23	179898
Fremont County BOCC	04/15/2020	1,908.24	179899
Fremont County Department of Transportation	04/15/2020	917.92	179900
Client Refund	04/15/2020	20.00	179901
Medicaid Transportation	04/15/2020	560.56	179902
In & Out Conoco	04/15/2020	1,745.19	179903
School Transportation	04/15/2020	507.00	179904
Offerson Toner	04/15/2020	101.25	179905
Pueblo County Sheriff's Office	04/15/2020	37.70	179906
RE-1 School District	04/15/2020	5,000.00	179907
RE-2 School District	04/15/2020	3,000.00	179908
RE-3 School District	04/15/2020	1,000.00	179909
SECOM, INC.	04/15/2020	921.87	179910
Southern Colorado Process Serving, LLC	04/15/2020	91.28	179911
State of Colorado-Judicial Department	04/15/2020	52.50	179912
School Transportation	04/15/2020	300.60	179913
Thomson Reuters-West or West	04/15/2020	256.80	179914
Steven C. Zentz, Attorney at Law	04/15/2020	1,530.00	179915
Medicaid Transportation	04/20/2020	58.08	179916
Medicaid Transportation	04/20/2020	319.00	179917
Medicaid Transportation	04/20/2020	9.68	179918
Medicaid Transportation	04/20/2020	498.96	179919
Medicaid Transportation	04/20/2020	34.32	179920
Medicaid Transportation	04/20/2020	284.24	179921
Medicaid Transportation	04/20/2020	192.72	179922
Medicaid Transportation	04/20/2020	95.92	179923
Medicaid Transportation	04/20/2020	130.24	179924

Medicaid Transportation	04/20/2020	104.72	179925
Medicaid Transportation	04/20/2020	213.84	179926
Medicaid Transportation	04/20/2020	21.56	179927
Medicaid Transportation	04/20/2020	233.20	179928
Medicaid Transportation	04/20/2020	915.20	179929
Medicaid Transportation	04/20/2020	246.40	179930
Medicaid Transportation	04/20/2020	98.12	179931
Medicaid Transportation	04/20/2020	356.40	179932
Medicaid Transportation	04/20/2020	186.12	179933
Medicaid Transportation	04/20/2020	308.00	179934
Medicaid Transportation	04/20/2020	191.35	179935
Medicaid Transportation	04/20/2020	216.48	179936
Medicaid Transportation	04/20/2020	79.20	179937
Medicaid Transportation	04/20/2020	299.20	179938
Medicaid Transportation	04/20/2020	191.84	179939
Medicaid Transportation	04/20/2020	260.48	179940
Medicaid Transportation	04/20/2020	748.88	179941
Medicaid Transportation	04/20/2020	41.36	179942
Medicaid Transportation	04/20/2020	105.60	179943
Medicaid Transportation	04/20/2020	139.92	179944
Medicaid Transportation	04/20/2020	334.40	179945
Medicaid Transportation	04/20/2020	49.72	179946
Senior Services Solutions Plus	04/20/2020	590.04	179947
Medicaid Transportation	04/20/2020	17.16	179948
Medicaid Transportation	04/20/2020	91.96	179949
Medicaid Transportation	04/20/2020	30.80	179950
Medicaid Transportation	04/20/2020	87.56	179951
Medicaid Transportation	04/20/2020	594.00	179952
Medicaid Transportation	04/20/2020	92.40	179953
Medicaid Transportation	04/20/2020	178.20	179954
Medicaid Transportation	04/20/2020	390.72	179955
Lacey Arroyo	04/20/2020	34.25	179956
Diane Benge	04/20/2020	161.10	179957
Scott Blair	04/20/2020	18.00	179958
Braun, Stephani	04/20/2020	30.30	179959
Kelly Broomfield	04/20/2020	25.50	179960
Kristi Degarmo	04/20/2020	39.80	179961
Alexis Enslow	04/20/2020	215.40	179962
Grace Flynn	04/20/2020	136.30	179963
Garrett, Sarah	04/20/2020	216.40	179964
Gunter, Jordan	04/20/2020	49.80	179965
Mary Tina Gurule	04/20/2020	139.10	179966
Corinna Lemay	04/20/2020	79.92	179967
Amy Maroni	04/20/2020	70.70	179968
Lynne Monahan	04/20/2020	38.85	179969
Rebecca Tamez	04/20/2020	104.85	179970
Molly Willard	04/20/2020	37.56	179971
Arapahoe County Department of Finance	04/22/2020	3,872.04	179972
Family Support Registry	04/22/2020	2.00	179973
Fed Ex	04/22/2020	31.69	179974
Fremont County BOCC	04/22/2020	1,942.17	179975
Shelter Supply Reimbursement	04/22/2020	343.92	179976
Laboratory Corporation of America	04/22/2020	190.00	179977
Meals on Wheels of Canon City, Colorado, Inc.	04/22/2020	465.50	179978
Reserve Account	04/22/2020	1,728.50	179979
Food Assitance Overpayment	04/22/2020	20.00	179980
Walmart Community/RFCSELLC	04/22/2020	10.00	179981
Child Support Overpayment	04/22/2020	76.00	179982

Bank Code APBNK-HS Summary

Payment Type	Payable	Payment	Payment
Regular Checks	131	115.00	582,366.89
Manual Checks	0	0.00	0.00
Voided Checks	0	3.00	-560.56
Bank Drafts	0	0.00	0.00
EFT's	0	0.00	0.00
	131	118.00	581,806.33

Estimated Expenditures /19-20 SFY Allocation
31-Mar

	Allocation	Estimated Annual Expenses	Estimated % Used
County Admin	1,055,488.22	866,350.19	82.08%
HCPF Admin	765,700.32	846,432.99	110.54%
APS Admin	274,707.95	170,809.63	62.18%
Child Care	1,101,312.17	896,775.81	81.43%
Colo Works	1,784,015.00	1,636,254.01	91.72%
Child Welfare	4,404,623.98	3,673,619.53	83.40%
Core Services	1,100,192.09	937,882.35	85.25%

Summary Budget Report

Fremont County, CO Human Services

For Fiscal: 2020 Period Ending: 03/31/2020

	2020 Budget	March Activity	YTD Activity	% Remaining
Revenue				
Current Property Taxes	1,305,683.00	125,499.71	590,580.28	54.77%
Delinquent Taxes	1,500.00	42.45	57.81	96.15%
Specific Ownership Tax	175,000.00	11,926.42	43,816.07	74.96%
Other Financing Sources	50,000.00	12,823.60	16,395.74	67.21%
Interest & Penalties	1,000.00	22.65	53.35	94.67%
Program Revenue	7,102,989.00	501,683.87	1,506,088.42	78.80%
Child Welfare Donation	2,000.00	0.00	0.00	100.00%
Deferred Revenue	249,970.00	23,446.72	31,803.33	87.28%
Revenue Total:	8,888,142.00	675,445.42	2,188,795.00	75.37%
Expense				
Salary Expense	5,287,974.00	377,083.86	1,121,748.61	78.79%
Health Insurance	1,045,014.00	68,899.03	202,324.32	80.64%
Life Insurance	5,873.00	325.07	952.90	83.77%
Medicare	84,731.00	5,275.16	15,250.83	82.00%
Retirement	143,962.00	9,031.04	25,513.45	82.28%
Social Security	313,230.00	21,517.34	62,036.70	80.19%
Unemployment	16,687.00	1,036.80	3,174.10	80.98%
Workers Compensation	58,256.00	3,442.48	9,638.14	83.46%
RMS	501,500.00	45,955.73	127,503.22	74.58%
Contract Services	234,100.00	35,527.76	88,018.69	62.40%
Title XX	1,000.00	0.00	0.00	100.00%
TANF Admin Tuition	250.00	0.00	0.00	100.00%
Utilities	91,050.00	1,374.73	9,628.14	89.43%
Building Maintenance	10,000.00	0.00	1,150.00	88.50%
Equipment Maintenance	51,100.00	1,876.70	5,085.63	90.05%
Equipment Rental	22,100.00	1,542.53	4,526.32	79.52%
Building Lease	21,339.00	1,778.25	5,334.75	75.00%
Travel	150,769.00	3,395.37	13,327.69	91.16%
School Transportation	6,000.00	2,214.10	3,402.75	43.29%
Advertising	250.00	0.00	0.00	100.00%
Telephone	108,778.00	3,380.76	10,293.09	90.54%
Printing & Forms	2,100.00	577.50	710.10	66.19%
Legal Fees	1,600.00	28.00	531.75	66.77%
Purchase of Service	20,000.00	2,595.00	5,225.00	73.88%
Books & Subscriptions	4,000.00	338.00	435.00	89.13%
Office Supplies	118,339.00	10,023.89	16,406.53	86.14%
Postage	25,300.00	21.05	3,535.01	86.03%
Document Scanning	4,700.00	0.00	0.00	100.00%
Expert Witness/Process Service	7,225.00	455.51	1,310.69	81.86%
Interpreter	1,100.00	0.00	3.29	99.70%
Document Destruction	2,000.00	0.00	695.40	65.23%
Dues & Memberships	5,000.00	0.00	0.00	100.00%
Audit Fees	9,250.00	0.00	0.00	100.00%
Vital Statistics	100.00	0.00	0.00	100.00%
Fingerprinting	8,380.00	791.00	1,946.47	76.77%
Foster Parent Training	1,250.00	90.00	240.00	80.80%
Fraud Registration Fees	100.00	0.00	0.00	100.00%
Admin RMS	-501,500.00	-45,955.73	-127,503.22	74.58%
Other Equipment	5,800.00	0.00	0.00	100.00%
Depreciation	16,000.00	0.00	0.00	100.00%
TANF Burials	500.00	0.00	0.00	100.00%
Client Services	220,180.00	19,874.58	53,051.53	75.91%
Program Expense	961,480.00	54,283.08	182,507.96	81.02%
EBT Costs	10,800.00	862.06	2,586.18	76.05%
Non-Reimbursable	21,500.00	13,372.91	13,518.81	38.00%
Expense Total:	9,099,167.00	641,013.56	1,864,109.83	79.51%
Report Surplus (Deficit):	-211,025.00	34,431.86	324,685.17	

Director's Report

April 2020

To: Fremont County Board of Human Services

From: Stacie Kwitek-Russell

Prepared: April 22, 2020

- We have spent the majority of our efforts since our last BOHS meeting continuing to meet community needs through our essential services and through additional community supports through our ESF 6 efforts.
- We have worked with approximately 50% staff in the building and the remainder either working from home or on leave.
- We continue to participate in multiple calls/zoom meetings/webinars daily regarding COVID issues.
- Besides COVID issues, I have participated in standard program allocation discussions and calls that occur this time of year. The Child Welfare allocation formula is being reviewed and might change significantly for the upcoming fiscal year.
- I have met with our Options for Long Term Care/Single Entry Point team about the intent of the BOHS to not renew our contract with HCPF. There has been a range of emotions and follow up conversations that have occurred.
- We interviewed, offered and successfully hired for the position that Carrie Porter is vacating. Tony Carochi will start with FCDHS on May 4th.

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

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

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

**Fremont County Department of Human Services
Subsidized Adoption Policy**

Purpose:

The Fremont County Department of Human Services provides adoption assistance services to assist families in meeting the special needs of Fremont County children who meet the established state and federal eligibility guidelines outlined in Volume 7.306.

Philosophy:

We believe that whenever possible, children should remain in their birth families. We will always attempt to first place children with biological or kin-like families. Regardless of placement, we encourage open, honest and age appropriate conversations regarding where they come from and who the important people in their lives have been.

We endorse ideas and practices that serve to support the dignity of children and the dignity of their birth and adoptive families. Birth parents are a part of our children; we need to help our children see them with respect and empathy.

We recognize that adoption is a life-long experience; therefore, we encourage ongoing training, support and resources be utilized. Love is essential, however, it is not all that it takes to create a successful and healthy adoptive family. Adoptive parents need to grow alongside their children with the tools that are available to assist.

We support a practice that promotes honesty and strives to responsibly educate participants about adoption's unique issues and concerns. We believe adoption influences a family throughout their lives and is a life-long commitment. Adopted children come with history, grief and loss which can all cause trauma. This trauma can impact the development of a child or be seen in each developmental stage.

We believe Adoption is an authentic and important way to become a family. It is a relationship built on love, commitment and connection rather than a transaction with a continuous expectation of gratitude. We believe support systems are vital in assisting families with the realities of living as an adoptive family.

We are open to what family looks like and believe there should be no expectation of what adoption should look like. We believe a key piece of a successful adoption is for each vulnerable member of the triad of adoption to feel like they fit and that their voice is heard.

We understand that adoption is not easy and because of that we challenge the myth that adoption is "happily ever after" or that you can "love it out of them". The adoption process is much more complex than this and will require patience, an open mind, and a motivation to make it work even when you

think it can't. It may not look how you thought it would and it will be difficult, but that is why they call it a journey.

We support the adopted person's fundamental right to accurate information of their history, the birthparents' fundamental right to accurate information regarding their child(ren) placed for adoption, and the adoptive parent's fundamental right to accurate information regarding their child(ren)'s birth families.

Adoption Assistance Definitions:

- "Agreement" means an adoption assistance agreement negotiated and entered into pursuant to section 26-7-107.
- "Anticipated Needs" means those needs that are reasonably foreseeable and as defined in the eligibility criteria listed under "eligible child or youth" that are known at the time of finalization of the adoption. Consideration of these anticipated needs and services are part of the good-faith negotiation of the amount of the adoption assistance payment and services and must comply with the funding requirements in section 26-7-103.
- "Benefit" means any subsidy or service available to adoptive families, including monthly subsidy payments. These payments must not include payments for services that are reasonably accessible and can be funded through other public or private sources, including but not limited to Social Security and Medicaid.
- "Circumstance of the family" means the capacity of the family, including but not limited to financial capacity, to meet the anticipated needs of the eligible child or youth.
- "Eligible child or youth" means a child or youth who meets the medical and disability requirements for federal supplemental security income or is a child or youth with one or more specific factors or conditions that would make it reasonable to conclude that a child or youth cannot be adopted without providing benefits to assist in the adoption. Such factors may include, but are not limited to:
 - A physical disability, such as hearing, vision, or physical impairment; neurological conditions; disfiguring defects; metabolic disorder; a child or youth infected with the human immunodeficiency virus; or heart defects that have been documented by a licensed medical professional;
 - A mental, intellectual, or developmental disability that has been documented by a licensed medical professional, such as a perceptual, speech, or language disability or any disability that results in educational delays or significant learning difficulties;
 - An emotional handicap, such as post-traumatic stress disorder, bi-polar disorder, or other mental health disorder that has been documented by a licensed, mental health professional;
 - An educational disability that qualifies for Section 504 of the federal "Rehabilitation Act of 1973", or special education services
 - Factors that place a child or youth in a "high-risk" category, such as being drug, or alcohol exposed in utero;
 - Other conditions that act as a barrier to the child's or youth's adoption, including but not limited to a healthy child or youth over seven years of age or a sibling group that should remain intact and medical conditions that are likely to require further treatment; or
 - Ethnic background or membership in a minority group where children or youth might be difficult to place.
- "Services" means any benefits other than monthly subsidy payments that a family may receive as part of any agreement.
- "Subsidy" refers exclusively to monthly cash payments that are provided to eligible families as part of an agreement.

- “Title IV-E” refers to federal funds administered through the Social Security Act to support states’ programs, including but not limited to foster care, adoption assistance, and guardianship assistance.

Eligibility for adoption benefits:

Only an eligible child or youth who has special needs that create a barrier to his or her adoption is eligible for adoption benefits. The following conditions must be present at the time the eligible child or youth was placed for adoption; except that a child or youth who meets the medical and disability requirements for federal supplemental security income does not need to meet the additional conditions:

- The eligible child or youth was in the custody of a county department and is legally available for adoption, including the resolution of all appeals; and
- It has been determined that the eligible child or youth cannot or should not be returned home to his or her biological parents; and
- Reasonable but unsuccessful efforts to place the eligible child or youth for adoption without benefits have been made, except under the following circumstances;
 - It is determined that such efforts would be against the best interest of the eligible child or youth because of factors that include, but are not limited to, the existence of a significant bond with the prospective adoptive parents or a search for a non-subsidized adoptive placement would delay a child’s or youth’s right to permanency in a timely manner.
- The county department has determined that the adoptive family has the capability of providing for the non-financial need of the eligible child or youth.

Benefits:

Fremont County DHS may authorize or administer one or more of the types of benefits listed below:

- Medicaid only assistance
- Medicaid with dormant maintenance rate (no adoption assistance payment is provided at this time; however due to the special needs of the child, there exists the potential need for services. It will be reviewed as the child ages or the family’s circumstances change).
- Monthly subsidy payments (must not exceed the foster care rate minus the respite payment.)
- Non-recurring adoption expenses such as legal fees, adoption fees and other expenses related to the legal adoption of a child will be reimbursed by Fremont County Department of Human Services, not to exceed \$800 per child.
- Adoptive parents may be eligible to claim the adoption tax credit even if they have not incurred any adoption expenses. Adoptive parents will need to speak with their tax preparer for further information.

If the family receives SSI payments for the child, it is the family’s responsibility to inform the Social Security Administration if the child is also receiving adoption assistance payments.

Adoption assistance payments do not cover in-patient psychiatric services, day treatment, any type of out of home placement, or educational services.

It is expected that all medical and psychiatric services for the child will be provided by an approved Medicaid provider. The services of a private provider who is not Medicaid approved will not be reimbursed by Fremont County Department of Human Services.

Determination of Benefits-Adoption Assistance Agreement Negotiation Process:

The Child Welfare Administrator will make a good-faith effort to negotiate an adoption assistance payment with the adoptive parent. Determination of the type and amount of benefits to be provided will take into consideration the circumstances of the adoptive family and the current and anticipated needs of the eligible child or youth. In no case may the amount of the monthly subsidy payment exceed the foster care maintenance payment minus the respite care rate. The amount of payments may be adjusted periodically if either the needs of the eligible child or youth or the circumstances of the family change, but only with the concurrence of the adoptive parents. If an agreement cannot be reached, the family will then meet with the Fremont County Department of Human Services Director as a final recourse.

Subsidy agreements will be reviewed every three years. Any party may request a review of the agreement prior to the three-year mandatory review if changes occur in the needs of the child or youth or in the circumstances of the family. Benefits provided through the program will continue if the parents leave the state of Colorado with the child or youth.

Post Permanency Services:

The county of residence shall offer Core services to eligible families with an adoption assistance agreement according to the needs of the family. Services and support are also available through The Adoption Exchange.

Suspension of subsidies:

Fremont County DHS may suspend the payment of subsidies available when contact with the family cannot be established and the county cannot establish that the parent is providing any support, which includes financial support, to the child or youth. Prior to suspension, the county will provide notice to the family of intent to suspend subsidy payments at least 10 days prior to suspension. Medicaid only assistance subsidies will not be suspended.

Termination of Adoption Assistance Agreement:

Fremont County DHS will terminate the payment of subsidies when any of the following occur:

- The child or youth reaches 18 years of age; except that, in cases where Fremont County has determined that the child or youth has a mental or physical handicap that warrants continued assistance, the payment shall continue until the child or youth reaches 21 years of age;
- The adoptive parent(s) are no longer legally responsible for the support of the child or youth;
- The child or youth is no longer receiving support from the adoptive family, which includes financial support; or
- Fremont County certifies the death, marriage, or enrollment in military service of the child or youth.

Families who receive subsidies shall keep Fremont County DHS informed of circumstances that would make them ineligible to continue to receive subsidies.

By signing below, I declare that I have read and understand the Fremont County Department of Human Services Subsidized Adoption Policy.

Adoptive/Guardian Parent Printed Name

Adoptive/Guardian Parent Printed Name

Adoptive/Guardian Parent Signature

Adoptive/Guardian Parent Signature

Date

Date

FCDHS Staff member reviewing the policy with adoptive parent(s)