

**AGENDA**  
**FINANCE AND BUDGET COMMITTEE**  
**WEDNESDAY, February 16, 2022**  
**5:45 p.m. – 6:15 p.m.**  
**VIDEO/WEB CONFERENCE**  
**Denver, CO**

1. Call to Order

**CONSENT AGENDA**

2. Move to Adopt the Consent Agenda
  - i. Approve January 19, 2022 minutes  
(Attachment A)

**ACTION ITEMS**

3. Discussion of a resolution authorizing the DRCOG Executive Director to negotiate and execute a contract with Brite Systems for approximately \$360,000 with a one year term to build, test, and deploy a comprehensive data system that supports AAA programs and services.  
(Attachment B) Jayla Sanchez-Warren, Director, Area Agency on Aging
4. Discussion of a resolution authorizing the DRCOG Executive Director to amend the existing contract with Milliman Actuarial services to a total amount not to exceed \$81,000 to conduct additional analysis on data from the Accountable Health Communities Model.  
(Attachment C) Jayla Sanchez-Warren, Director, Area Agency on Aging

**ADMINISTRATIVE ITEMS**

5. Report of the Chair
6. Report of the Executive Director
7. Other Matters by Members
8. **Next Meeting – March 16, 2022**
9. Adjourn

Persons in need of auxiliary aids or services, such as interpretation services or assisted listening devices, are asked to contact DRCOG at least 48 hours in advance of the meeting by calling (303) 480-6701.



# ATTACH A

SUMMARY  
FINANCE AND BUDGET COMMITTEE  
Wednesday, January 19, 2022  
**Note: Meeting held virtually via Microsoft Teams**

Present:

Wynne Shaw, Chair	Lone Tree
Jeff Baker	Arapahoe County
Bob Fifer	Arvada
Deborah Mulvey	Castle Pines
Nicholas Williams	Denver County
Tracy Kraft-Tharp	Jefferson County
Neal Shah	Superior
Jessica Sandgren	Thornton

Others Present: Doug Rex, Executive Director; Steve Conklin, Edgewater; Lisa Smith, Arvada; and DRCOG staff.

Chair Shaw called the meeting to order at 5:46 p.m. with a quorum present.

Move to Adopt the Consent Agenda

Director Baker **moved** to adopt the consent agenda. The motion was **seconded** and **passed** unanimously.

Items on the consent agenda included:

- Minutes of the December 15, 2021 Meeting

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with CLA for approximately \$88,394 with a term of January 2022 through December 2023 with an option to renew for two additional one year terms at a rate of approximately \$46,540 in year three and \$48,200 in year four.

Jenny Dock provided a brief overview of the contract to the committee. Each year, DRCOG and Regional Response are subject to a single audit of their financials and review of grant compliance. This is a requirement of our Articles of Association and by federal assistance funding guidelines. In November 2021, a Request for Proposal (RFP) was published for auditing and other CPA services. We received two responses. One from our current auditors, CLA and a second from Plante Moran. The biggest difference noted between the two vendors was pricing. After review of all the information, staff recommends continuing our contract with CLA for the next four years.

Director Baker **moved** to adopt Resolution No. 1, 2022, authorizing the Executive Director to negotiate and execute a contract with CLA for approximately \$88,394 with a term of January 2022 through December 2023 with an option to renew for two additional one year terms at a rate of approximately \$46,540 in year three and \$48,200 in year four. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to enter into a contract with the Colorado Department of Human Services to receive approximately \$8,728,000 from the federal American Rescue Plan Act for Older Americans Act programs and services through September 30, 2024.

Sharon Day provided an overview of the contract to the committee. The federal Older Americans Act (OAA) was given one-time supplemental funding through the American Rescue Plan Act of 2021. The ARPA bill was among the latest in a series of economic stimulus bills passed by the U.S. Congress to help address the continued impact of the COVID-19 pandemic. DRCOG expects to receive an ARPA allocation of approximately \$8.7 million. DRCOG staff anticipates releasing a Request for Proposals solicitation related to the ARPA funds. Funds are to be used for any OAA-eligible Title III service as well as for the Title VII ombudsman program. ARPA funds will be available for a longer term of up to three years ending on September 30, 2024.

Director Sandgren **moved** to adopt Resolution No. 2, 2022, authorizing the Executive Director to enter into a contract with the Colorado Department of Human Services to receive approximately \$8,728,000 from the federal American Rescue Plan Act for Older Americans Act programs and services through September 30, 2024. The motion was **seconded** and **passed** unanimously.

#### Report of Chair

There was no report

#### Report of Executive Director

ED Rex wanted to inform the committee that DRCOG lost their previous staff accountant, but their new accountant will begin January 24.

#### Other Matters by Members

There were no other matters by members.

#### Next Meeting

The next meeting is scheduled for February 16, 2022

The meeting adjourned at 6:03 p.m.

**ATTACH B**

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director  
(303) 480-6701 or [drex@drcoq.org](mailto:drex@drcoq.org)

Meeting Date	Agenda Category	Agenda Item #
February 16, 2022	Action	3

#### SUBJECT

This action is related to negotiating a contract with Brite Systems to build an Area Agency on Aging (AAA) data system based on the Salesforce platform that will improve data documentation and reporting as well as the staff and client user experience.

#### PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to contract with Brite Systems and buy Salesforce licenses for a cost of approximately \$360,000 to build, test and deploy a comprehensive data system.

#### ACTION BY OTHERS

N/A

#### SUMMARY

The DRCOG AAA began a project in May 2021 to investigate workflow and reporting deficiencies. Through an extensive discovery process, high-level requirements for a new data system were identified, which go above and beyond the State system currently in development.

DRCOG released an RFP in November 2021 and received five responses. Four vendors were interviewed, and their proposals were evaluated by AAA staff. Brite Systems was chosen due to their flexible and customizable solution, their ability to ensure interoperability with the State system, and their competitive costs, especially when considering ongoing maintenance.

In addition to meeting urgent needs for more reliable reporting and simpler staff workflows, this system is also intended to be scalable and adaptable to future AAA needs for new and different programs. The project will be fully funded through the AAA administration and Aging and Disability Resource Center (ADRC) budgets.

#### PREVIOUS DISCUSSIONS/ACTIONS

N/A

#### PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to negotiate and execute a contract with Brite Systems for approximately \$360,000 with a one year term to build, test, and deploy a comprehensive data system that supports AAA programs and services.

#### ATTACHMENTS

Draft Resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at [drex@drcog.org](mailto:drex@drcog.org) or (303) 480-6701; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or [jswarren@drcog.org](mailto:jswarren@drcog.org).

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. \_\_\_\_\_, 2022

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH BRITE SYSTEMS FOR APPROXIMATELY \$360,000 WITH A ONE YEAR TERM TO BUILD, TEST, AND DEPLOY A COMPREHENSIVE DATA SYSTEM TO SUPPORT AAA PROGRAMS AND SERVICES.

WHEREAS, the DRCOG AAA has identified its current data systems as the source of workflow deficiencies and reporting inadequacies; and

WHEREAS, an extensive discovery process has identified that the State data system being concurrently developed will not accommodate all of the DRCOG's current and future needs; and

WHEREAS, DRCOG AAA has released an RFP, evaluated four potential vendors, and chosen Brite Systems based on their solution, interoperability, and competitive costs.

NOW, THEREFORE, BE IT RESOLVED the Finance and Budget Committee hereby authorizes the Executive Director to negotiate and execute a contract with Brite Systems for approximately \$360,000 with a one year term to build, test, and deploy a comprehensive data system supporting AAA programs and services .

RESOLVED, PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022 at Denver, Colorado.

\_\_\_\_\_  
Wynne Shaw, Chair  
Finance and Budget Committee  
Denver Regional Council of Governments

ATTEST:

\_\_\_\_\_  
Douglas W. Rex, Executive Director



**ATTACH C**

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director  
(303) 480-6701 or [drex@drcoq.org](mailto:drex@drcoq.org)

Meeting Date	Agenda Category	Agenda Item #
February 16, 2022	Action	4

#### SUBJECT

This action is related to amending the existing contract with Milliman Actuarial services.

#### PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to amend the existing contract with Milliman Actuarial services to a total amount not to exceed \$81,000 to conduct additional analysis on data from the Accountable Health Communities Model.

#### ACTION BY OTHERS

N/A

#### SUMMARY

Since May 2017, the Accountable Health Communities program at DRCOG has been working with the State of Colorado and a consortium of more than 14 clinical and community-based organizations to identify and resolve the health-related social needs of Medicare and Medicaid. DRCOG's Accountable Health Community (AHC) team seeks to amend its current, on-going contract with Milliman Actuarial Services. This amendment will expand the original scope of services to include an analysis of the clinical costs of a defined cohort of patients who visited the Denver Health Sam Sandos Westside Pediatric Clinic compared to a cohort at the Federico F. Peña Southwest Family Health Center.

In May 2021, DRCOG executed a contract for services with Milliman Actuarial Services for \$70,000 to analyze data generated by those efforts in combination with Medicaid medical claims data provided by the State of Colorado. This amendment would add \$11,000 to the contract as well as new work requirements (see attached SOW). The expenditure of funds for this amendment has been approved by the Centers for Medicare and Medicaid Innovation and is already included in the approved AHC budget.

Based on initial results and after receiving approval from the Center for Medicare and Medicaid Innovation, the Milliman and DRCOG project teams decided to investigate the health care utilization patterns of two cohorts of patients, one served by the AHC and one that wasn't. The Denver Health Sam Sandos Westside Pediatrics Clinic has been a partner in the AHC since May 2017. The Federico F. Pena Family Health Center has never been an AHC partner and has never screened its patients for health-related social needs. Milliman completed an analysis and found that compared to a matched cohort of patients at the Pena clinic, the patient cohort at Westside had significantly decreased emergency department utilization and a smaller decrease in primary care utilization during AHC operations.

The contract amendment will allow Milliman to continue its work to determine if the allowed clinical costs of the patients from Westside were lower than those at Pena, and by how much.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to amend the existing contract with Milliman Actuarial services to a total amount not to exceed \$81,000 to conduct additional analysis on data from the Accountable Health Communities Model.

ATTACHMENTS

1. Draft amendment
2. Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at [drex@drcog.org](mailto:drex@drcog.org) or (303) 480-6701; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or [jswarren@drcog.org](mailto:jswarren@drcog.org).

**Objective:**

DRCOG's Accountable Health Community (AHC) team will amend its current, on-going contract with Milliman Actuarial Services. This amendment will expand the original scope of services to include an analysis of clinical costs of a defined cohort of patients who visited the Denver Health Sam Sandos Westside Pediatric Clinic compared to a cohort at the Federico F. Peña Southwest Family Health Center.

**Additional Scope of Services:**

- a. The base to implementation difference-in-differences comparisons of Pena vs Westside will include:
  - i. Total allowed cost change per member per month (PMPM)
  - ii. ED allowed cost change PMPM
  - iii. Hospital IP allowed cost change PMPM
  - iv. E&M visit allowed cost change PMPM
  - v. ED allowed cost per case change
  - vi. Hospital IP allowed cost per admit change
  - vii. E&M visit allowed cost per visit change
- b. The base to program year difference-in-differences comparisons of Pena vs Westside
  - i. Total allowed cost change per member per month (PMPM)
  - ii. ED allowed cost change PMPM
  - iii. Hospital IP allowed cost change PMPM
  - iv. E&M visit allowed cost change PMPM
  - v. ED allowed cost per case change
  - vi. Hospital IP allowed cost per admit change
  - vii. E&M visit allowed cost per visit change
- c. Report the Medicaid identification numbers of the Westside cohort and Pena cohort for further analysis outside this scope of work.
- d. Regularly work with DRCOG staff to share knowledge, methods, and tools used for analysis to ensure continuity of analysis.
- e. Report all results to DRCOG project team when available and add all results to final written report.

**Key Assumptions**

The analysis completed under the original contract terms will be used as the foundation to complete this amendments analysis. The original Base to Implementation and Base to Program analyses (attached) were completed to understand patients' health care utilization patterns. This amendment will allow the costs associated with those patterns to be determined.

**Term:**

February 19, 2022, through April 30<sup>th</sup>, 2022. The bulk of the work is expected to be completed in the first 30 days.

**Estimated Project Budget:**

<b>Role</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>	<b>Total</b>
Principal/Peer Reviewer	\$565	3	\$1,695
Project Lead	\$425	6	\$2,550
Subject Matter Expert	\$460	0	\$0
Lead Analyst/Project Manager	\$290	10	\$2,900
Analyst	\$251	15	\$3,765
			<u>\$10,910</u>

**Acceptance:**

- a. The cost analysis of the base to implementation difference-in-differences comparisons of Pena vs Westside is completed and includes all items listed in the scope of work above in section a.
- b. The cost analysis of the base to program year difference-in-differences comparisons of Pena vs Westside is completed and includes all items listed in the scope of work above in section b.
- c. The Medicaid identification numbers of the Westside cohort and the Pena cohort of patients used in the base to implementation difference-in-difference and base to program comparisons are provided to DRCOG for further analysis outside this scope of work.
- d. Milliman project team regularly provides status updates and shares knowledge, methods, and tools used for analysis with the DRCOG project team.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. \_\_\_\_\_, 2022

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE EXISTING CONTRACT WITH MILLIMAN ACTUARIAL SERVICES TO A TOTAL AMOUNT NOT TO EXCEED \$81,000 TO CONDUCT ADDITIONAL ANALYSIS ON DATA FROM THE ACCOUNTABLE HEALTH COMMUNITIES MODEL.

WHEREAS, DRCOG has received funds to implement the Accountable Health Communities Model in Adams, Arapahoe, Broomfield, Denver, Douglas, and Broomfield counties and accordingly receives federal funds to improve access to community-based programs and address health-related social needs; and

WHEREAS, DRCOG's Area Agency on Agency (AAA) initiated the Data Analysis Project in May 2021 with Milliman Actuarial Services through the competitive bid process as a consultant to analyze programmatic and health care administrative data; and

WHEREAS, after the first several months of operations, DRCOG AAA approves of Milliman Actuarial Services contributions and findings and recommends additional analysis with a corresponding increase in the original project budget of \$11,000 to ensure successful completion of the analysis;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee hereby authorizes the Executive Director to amend the existing contract with Milliman Actuarial services to a total amount not to exceed \$81,000 to conduct additional analysis on data from the Accountable Health Communities Model.

RESOLVED, PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022 at Denver, Colorado.

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Wynne Shaw, Chair  
Finance and Budget Committee  
Denver Regional Council of Governments

ATTEST:

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Douglas W. Rex, Executive Director