

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, October 20, 2021
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 September 15, 2021 minutes
(Attachment A)

ACTION ITEMS

3. Select representative to the Nominating Committee.
(Attachment B) Douglas W. Rex, Executive Director
4. Discussion of a resolution authorizing the Executive Director to accept federal funds in the amount of \$315,020 for the period of October 15, 2021 through September 30, 2022 to promote COVID-19 vaccinations for older adults and their caregivers.
(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 – November 17, 2021**
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.



SUMMARY
FINANCE AND BUDGET COMMITTEE
Wednesday, September 15, 2021
Note: Meeting held virtually via Microsoft Teams

Present:

Wynne Shaw, Chair	Lone Tree
Claire Levy	Boulder County
Deborah Mulvey	Castle Pines
Nicholas Williams	Denver County
George Teal	Douglas County
Jim Dale	Golden
Tracy Kraft-Tharp	Jefferson County
Neal Shah	Superior

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

Chair Shaw called the meeting to order at 5:45 p.m. with a quorum present.

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Minutes of the August 18, 2021 Meeting

Discussion of a resolution authorizing the Executive Director to accept funds of \$80,000 from the City of Aurora to support transportation services for its older adult residents. Sharon Day provided a brief explanation of the funds to the committee. The Aurora City Council approved an annual allocation of \$80,000 for transportation services in 2017 that benefit older adult residents of Aurora. In 2018, DRCOG and the City of Aurora entered into an agreement in which DRCOG would receive the \$80,000 to launch a pilot transportation program. The pilot initially involved subcontracting with Seniors' Resource Center (SRC) to facilitate trips more for personal purposes versus medical and grocery purposes. The pilot ended in 2019 when the funds were fully expended and later, SRC ended its transportation program. The City recently approached DRCOG once again to allocate another \$80,000 for the same purpose. If accepted, the \$80,000 will be paid in a lump sum to be used in DRCOG's voucher transportation program.

Director Levy **moved** to adopt Resolution No. 18, 2021, authorizing the Executive Director to accept funds of \$80,000 from the City of Aurora to support transportation services for its older adult residents. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to distribute approximately \$580,000 in 2022 NSIP funds to contracted nutrition providers.

Sharon Day, provided a brief overview of the fund distributions to the committee. Through the State Unit on Aging, NSIP funds are awarded to DRCOG and other Area Agencies on Aging in proportion to the number of OAA meals served throughout the state in the previous year. FFY2021 NSIP is based on FFY2019 counts instead of FFY2020 or FFY2021 because of the COVID-19 pandemic. The amount allocated to the DRCOG AAA shall be distributed to Volunteers of America (VOA) and Project AngelHeart. Neither DRCOG nor the State are aware of the exact number of dollars DRCOG will receive, however DRCOG anticipates receiving approximately \$580,000.

Director Dale **moved** to adopt Resolution No. 19, 2021, authorizing the Executive Director to distribute approximately \$580,000 in 2022 NSIP funds to contracted nutrition providers. The motion was **seconded** and **passed** unanimously.

Report of Chair

There was no report from the Chair.

Report of Executive Director

ED Rex wanted to inform members of the committee that DRCOG staff are conducting a salary compensation survey that is performed every five years. ED Rex and DRCOG Division Directors will evaluate the results of that of that survey. If there is a need to increase salaries based on these findings, a budget amendment maybe needed.

Other Matters by Members

There were no other matters by members.

Next Meeting

The next meeting is scheduled for October 20, 2021

The meeting adjourned at 5:56 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

Meeting Date	Agenda Category	Agenda Item #
October 20, 2021	Action	3

SUBJECT

This action is related to selection of one member of the Finance and Budget Committee to serve on the Nominating Committee.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends the Finance and Budget Committee select one (1) member to serve on the Nominating Committee in accordance with the *Articles of Association*.

ACTION BY OTHERS

N/A

SUMMARY

The *Articles of Association* state that “The Nominating Committee shall be appointed in November of each year and consist of member representatives herein designated: The Immediate Past Chair of the Board (or the Vice Chair if there is no Immediate Past Chair); one Board member representing the City and County of Denver; one member selected by the Finance and Budget Committee ...; one member selected by the Performance & Engagement Committee ...; one member selected by the Board; and one member selected by the Board Chair.” If more than one member expresses interest in serving, a ballot vote will be taken to select the Nominating Committee member.

At the January meeting each year, the Nominating Committee shall present to the Board nominations for Executive Committee members to be elected at the February meeting.

The Board has established the following guidelines to assist in selection of members of the Nominating Committee:

- Members of the Nominating Committee are not eligible to be nominated for a position on the Executive Committee (Board Officer) by the committee or from the floor.
- Members of the Nominating Committee shall have served not less than one year on the Board before being eligible to serve on the Nominating Committee.
- A designated alternate may not serve on the Nominating Committee.
- In the appointment of the Nominating Committee, consideration shall be given to providing representation of a broad cross-section of the Board, taking into account community size, geographic location, the rate of growth, county and municipality, rural and suburban and other factors.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

Select Member to the Nominating Committee

October 20, 2021

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PROPOSED MOTION

Move to select one member of the Finance and Budget Committee to the Nominating Committee

ATTACHMENTS

List of Finance and Budget Committee members

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Melinda Stevens, Board Coordinator, at 303-480-6744 or mstevens@drcog.org.

**DENVER REGIONAL COUNCIL OF GOVERNMENTS
FINANCE AND BUDGET COMMITTEE
October 2021**

Jeff Baker
County Commissioner
Arapahoe County

Tracy Kraft-Tharp
County Commissioner
Jefferson County

Bob Fifer
Council Member
City of Arvada

Neal Shah
Trustee
Town of Superior

Claire Levy
County Commissioner
Boulder County

*Wynne Shaw
Council Member
City of Lone Tree

Nicholas Williams
Deputy Chief of Staff, Transportation,
and Infrastructure
City and County of Denver

James Kuemmerle
Trustee
Town of Lochbuie

George Teal
County Commissioner
Douglas County

Ashley Stolzmann
Mayor
City of Louisville

Alison Coombs
Council Member
City of Aurora

Jessica Sandgren
Council Member
City of Thornton

Jim Dale
Councilor, Ward 3
City of Golden

Deborah Mulvey
Council Member
City of Castle Pines

*Committee chair 2021-2022

ATTACH C

To: Chair and Members of the Finance and Budget Committee

From: Doug Rex, Executive Director
303-480-6747 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
October 20, 2021	Action	4

SUBJECT

This action is related to the receipt of federal funds to promote COVID-19 vaccinations among older adults and their caregivers.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to accept federal funds of \$315,020 in the period of October 15, 2021 through September 30, 2022 for promotion of COVID-19 vaccinations.

ACTION BY OTHERS

N/A

SUMMARY

The Administration for Community Living (ACL) is the federal oversight agency for Older Americans Act monies. The ACL has allocated funds to the states for the purpose of helping older adults and their caregivers obtain COVID-19 vaccinations. The grant was issued to Colorado's State Unit on Aging (SUA), which was directed to distribute the funds to the Area Agencies on Aging for purposes of disseminating credible information about COVID-19 vaccines, arranging or providing accessible transportation to COVID-19 vaccination sites, assisting with reminders for individuals' second vaccination appointment, and related support.

DRCOG is allocated approximately \$315K in a cost reimbursement contract with the SUA. Activities planned may include targeted outreach to communities with lower vaccination rates, education surrounding booster shots, and funding transportation to vaccination sites. The funds are available for approximately one year starting October 15, 2021 through September 30, 2022.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to accept federal funds in the amount of \$315,020 for the period of October 15, 2021 through September 30, 2022 to promote COVID-19 vaccinations for older adults and their caregivers.

ATTACHMENT

N/A

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6747 or drex@drcog.org; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or jswarren@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. ___, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT
FEDERAL FUNDS IN THE AMOUNT OF \$315,020 FOR THE PERIOD OF OCTOBER
15, 2021 THROUGH SEPTEMBER 30, 2022 TO PROMOTE COVID-19
VACCINATIONS FOR OLDER ADULTS AND THEIR CAREGIVERS.

WHEREAS, the Administration for Community Living, the federal oversight agency for Older Americans Act monies, has allocated funds for distribution to the states for the purpose of helping older adults and their caregivers obtain COVID-19 vaccinations; and

WHEREAS, the Colorado Department of Human Services State Unit on Aging division shall distribute the funds to the state's Area Agencies on Aging (AAA); and

WHEREAS, the Denver Regional Council of Governments, as the AAA for the eight-county Denver metro region, anticipates an allocation of \$315,020 and plans to conduct a variety of activities to promote COVID-19 vaccinations;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to accept federal funds in the amount of \$315,020 for the period of October 15, 2021 through September 30, 2022 to promote COVID-19 vaccinations for older adults and their caregivers.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2021 at Denver, Colorado.

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

ATTEST:

Douglas W. Rex, Executive Director