AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, OCTOBER 21, 2020
5:30 – 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 16, 2020 minutes
      (Attachment A)
   ii. Resolution authorizing the Executive Director to allocate approximately $2.8 million dollars in FTA Section 5310 funds to projects as recommended for the period of January 1, 2021 through June 30, 2022.
      (Attachment B)
   iii. Resolution authorizing the Executive Director to enter into an agreement with CDOT for $2 million dollars and to allocate approximately $1.5 million dollars to projects as recommended for the period of January 1, 2021 through June 30, 2022.
      (Attachment C)

ACTION ITEMS

3. Discussion of a resolution authorizing the Executive Director to enter into an agreement with Colorado Department of Transportation (CDOT) for approximately $375,000 and to allocate the funding to eligible Federal Transit Administration (FTA) 5310 recipients in the DRCOG region through the period ending June 30, 2021.
   (Attachment D) Jayla Sanchez-Warren, Director, Area Agency on Aging

4. Discussion of a resolution authorizing the Executive Director to enter into a contract with the Colorado Department of Human Services (CDHS) State Unit on Aging for up to $342,000 for the period of November 1, 2020 through June 30, 2021 to support DRCOG’s Aging and Disability Resource Center (ADRC).
   (Attachment E) Jayla Sanchez-Warren, Director, Area Agency on Aging

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) 455-1000.
5. Discussion of a resolution authorizing the Executive Director to distribute 2021 Nutrition Service Incentive Program (NSIP) funds in the amount of approximately $580,000 to be expended by September 30, 2021.  
   (Attachment F) Jayla Sanchez-Warren, Director, Area Agency on Aging

6. Discussion of a resolution authorizing the Executive Director to amend a contract with JSI, inc. increasing the not to exceed contract amount to $97,000.00 with a term ending March 31, 2021 to facilitate and evaluate Accountable Health Communities (AHC) workgroup projects.  
   (Attachment G) Jayla Sanchez-Warren, Director, Area Agency on Aging

7. Discussion of a resolution recommending the approval of the DRCOG 2021 budget to the Board of Directors.  
   (Attachment H) Jenny Dock, Director, Administration and Finance

**ADMINISTRATIVE ITEMS**

10. Executed Contracts Report – no contracts to report for September 2020

11. Report of the Chair

12. Report of the Executive Director

13. Other Matters by Members

14. Next Meeting – November 18, 2020

15. Adjourn
Present:
Steve Conklin, Chair Edgewater
Jeff Baker Arapahoe County
Elise Jones Boulder County
Nicholas Williams Denver County
Roger Partridge Douglas County
Jim Dale Golden
Libby Szabo Jefferson County
Larry Strock Lochbuie
Wynne Shaw Lone Tree
Joan Peck Longmont
Ashley Stolzmann Louisville
Jessica Sandgren Thornton

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

Chair Conklin called the meeting to order at 5:30 p.m. with a quorum present. The Chair introduced a new member to the committee: Clint Folsom, Town of Superior

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Minutes of the August 19, 2020 Meeting

Discussion of a resolution authorizing the Executive Director to execute a contract with the Colorado Refugee Services Program in an amount not to exceed $85,000 for the term of October 1, 2020 through September 30, 2021, in support of DRCOG's elder refugee services program.

Jayla Sanchez-Warren, Director, Area Agency on Aging, provided an overview of the contract to the committee. Since 2012, the AAA has received federal funds through CRSP to provide education and information assistance to older refugees residing in the Denver metro region. The program addresses the barriers older refugees face to help them better access health care and community-based services and enable them to successfully live independently. CRSP is now extending the contract for another year at $85,000, which is $40,000 less than in the previous federal fiscal year due to a reduction in available funding. The grant helps pay for a program coordinator at DRCOG as well as community navigators that serve a variety of local refugee communities.
Director Dale moved to adopt Resolution No. 20, 2020, authorizing the Executive Director to negotiate and execute a contract with the Colorado Refugee Services Program in an amount not to exceed $85,000 for the term of October 1, 2020 through September 30, 2021, in support of DRCOG’s Elder Refugee Services program. The motion was seconded and passed unanimously.

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with North Highland in an amount not to exceed $100,000 with a term ending July 31, 2021 to provide on-call consulting services. Matthew Helfant, Senior Planner, Transportation Planning and Operations, explained the contract to the committee. The RTD Accountability Committee was created as a fully independent committee from RTD and their mission is to provide a set of recommendations for improvement of operations and statutes related to RTD. This Committee recognized the need for on-call consulting to support its work, so DRCOG and the Committee solicited proposals for “on-call” consultant(s) for guidance, research, document development, facilitation, and related tasks as they arise. After four submissions were received, a review panel came to a consensus on selecting North Highland due to its qualifications and varied experience, including relevant public sector work on equity and human resource issues in addition to transit.

Director Williams moved to adopt Resolution No. 21, 2020, authorizing the Executive Director to negotiate and execute a contract with North Highland for on-call consulting services to support the RTD Accountability Committee for an amount not to exceed $100,000 with a term ending July 31, 2021. The motion was seconded and passed unanimously.

Discussion of the draft 2021 Budget
Jenny Dock, Director, Administration and Finance, provided an overview of the draft budget to the committee. Each year the Finance and Budget Committee reviews and recommends approval of a proposed budget and work program to the Board of Directors for the coming year. Ms. Dock went into detail on each line item presented in the draft 2021 budget and work program. Director Stolzmann requested that a 3% merit increase scenario be developed and presented to the F&B Committee in October. It was requested that the Finance and Budget Committee review the draft budget and provide any suggestions on needed revisions.

Executed Contracts
There were no reported contracts for August 2020. Jenny Dock provided a brief overview of this reoccurring agenda item. Director Jones suggested that if the committee agreed, this could potentially be removed for future meetings.

Report of Chair
No report was provided.

Report of the Executive Director
Executive Director Rex wanted to recommend to committee members that moving forward with virtual meetings, members are welcome to start using their webcams at the next Finance and Budget Committee meeting.
Other Matters by Members
There were no other matters by members

Next Meeting
The next meeting is scheduled for October 21, 2020

The meeting adjourned at 6:09 p.m.
To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
(303) 480-6747 or drex@drcog.org

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Category</th>
<th>Agenda Item #</th>
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</thead>
<tbody>
<tr>
<td>October 21, 2020</td>
<td>Consent Agenda</td>
<td>2-ii</td>
</tr>
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**SUBJECT**
This item pertains to the January 2021- June 2022 Federal Transit Administration (FTA) Section 5310 Projects.

**PROPOSED ACTION/RECOMMENDATIONS**
Staff recommends authorizing the Executive Director to allocate approximately $2.8 million dollars to projects as recommended for the period of January 1, 2021- June 30, 2022.

**ACTION BY OTHERS**
August 24, 2020 Transportation Advisory Committee - recommended approval to the Regional Transportation Committee
September 15, 2020 Regional Transportation Committee - recommended approval of the awards to DRCOG’s Board of Directors
September 16, 2020 DRCOG Board of Directors – approved the recommended awards.

**SUMMARY**
In December 2019, DRCOG became the designated recipient for the FTA 5310 program in the Denver-Aurora Urbanized Area. This funding pot is just under $2 million annually with small increases typically from year to year. FTA section 5310 authorizes funding for transit capital, operating and mobility management projects that benefit older adults and individuals with disabilities.

DRCOG conducted a combined call for projects for both the Human Services Transportation (HST) Transportation Improvement Program (TIP) set-aside and Denver-Aurora Urbanized Area FTA 5310 projects to be implemented between January 1, 2021 and June 30, 2022. Projects are intended to be 18-month projects, which will allow these two funding sources to be aligned with the Older Americans Act/Older Coloradans Act funding administered by the AAA which are administered on the state fiscal year of July 1 – June 30. Contracts will be awarded as one-year contracts with an option to extend for six months. The intention is that these projects will initially be funded by FFY21 appropriations and consecutively by FFY22 appropriations.

Applications were evaluated by a Panel made up staff from Mile High Connects, the Colorado Department of Public Health and the Environment, and the Colorado Cross Disability Coalition, as well as a representative from DRCOG’s Advisory Committee on Aging. DRCOG staff participated on the panel in an advisory role but did not score the projects. The Panel scored the projects based on the criteria from the 5310 Program Management Plan. Projects that scored the highest were recommended for funding and placed into the funding pot (FTA 5310 or HST) that was the best or only fit based on the
The project’s characteristics as compared to the eligibility criteria for each funding source. The Panel's recommendations are attached (Attachment 1).

DRCOG staff conducted an equity analysis to ensure distribution of funds to cover services across the service area. Projects not selected for funding were limited in scope and clients that would have been served under those projects are able to receive services through other projects recommended for funding.

**PREVIOUS DISCUSSIONS/ACTIONS**
N/A

**PROPOSED MOTION**
Move to approve a resolution authorizing the Executive Director to allocate approximately $2.8 million dollars in FTA Section 5310 funds to projects as recommended for the period of January 1, 2021 through June 30, 2022.

**ATTACHMENTS**
1. Project Scoring and Recommendations
2. Draft resolution

**ADDITIONAL INFORMATION**
If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Travis Noon, Senior Program Specialist, at 303-480-6775 or tnoon@drcog.org.
# FTA 5310 Denver-Aurora

## Project Recommendations

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<tr>
<th>Respondent</th>
<th>Service</th>
<th>Score</th>
<th>Requested</th>
<th>Recommended</th>
<th>FTA 5310 Funds</th>
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<td>Denver Regional Mobility &amp; Access Council</td>
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<td>Capital Projects - Facilities</td>
<td>1.9</td>
<td>$25,000.00</td>
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<td>City of Arvada</td>
<td>Transportation - Mobility Management</td>
<td>1.9</td>
<td>$532,392.00</td>
<td>No</td>
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<td>Continuum of Colorado</td>
<td>Transportation - Operating</td>
<td>1.6</td>
<td>$182,404.22</td>
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**Total** | **$6,730,717.99** | **$2,858,734.00**
A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ALLOCATE APPROXIMATELY $2.8 MILLION DOLLARS IN FEDERAL TRANSIT ADMINISTRATION SECTION 5310 FUNDS TO PROJECTS AS RECOMMENDED FOR THE PERIOD OF JANUARY 1, 2021 THROUGH JUNE 30, 2022.

WHEREAS, DRCOG, is a planning organization where local governments collaborate to establish guidelines, set policy, and allocate funding in the areas of transportation and personal mobility; growth and development; and aging and disability resources; and

WHEREAS, DRCOG is the direct recipient of Federal Transit Administration (FTA) Section 5310 funds for the Denver-Aurora Urbanized Area; and

WHEREAS, DRCOG anticipates receiving approximately $2 million for transit projects to enhance mobility of older adults and individuals with disabilities; and

WHEREAS, DRCOG will be allocating a total of approximately $2.8 million to these projects from the combined Federal Fiscal Year 2021 and 2022 appropriations or approximately $4 million; and

WHEREAS, DRCOG conducted a joint call for projects for both the Human Services Transportation TIP Set-Aside and FTA 5310 funding and projects were scored and reviewed by an independent review panel;

NOW, THEREFORE BE IT RESOLVED, that the Executive Director is authorized to allocate approximately $2.8 million dollars in FTA section 5310 funds to projects as recommended for the period of January 1, 2021 through June 30, 2022.

RESOLVED, PASSED AND ADOPTED this _____ day of __________________, 2020 at Denver, Colorado.

_______________________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

_______________________________________
Douglas W. Rex, Executive Director
To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
(303) 480-6747 or drex@drcog.org

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SUBJECT
This item pertains to the January 2021- June 2022 Human Service Transportation (HST) Transportation Improvement Program (TIP) Set Aside Program Projects.

PROPOSED ACTION/RECOMMENDATIONS
Staff recommends authorizing the Executive Director to enter into an agreement with Colorado Department of Transportation (CDOT) for $2 million dollars and allocate approximately $1.5 million dollars for the period of January 2021- June 2022 for HST projects.

ACTION BY OTHERS
August 24, 2020 Transportation Advisory Committee - recommended approval to the Regional Transportation Committee
September 15, 2020 Regional Transportation Committee – recommended approval of the awards to DRCOG’s Board of Directors
September 16, 2020 – DRCOG Board of Directors approved projects

SUMMARY
In 2018, DRCOG’s Board adopted a set-aside of $4 million over four years for Human Service Transportation (HST) as part of the FY 2020-2023 TIP Policy. The HST set-aside provides a dedicated funding source to improve mobility for vulnerable populations, including older adults, low-income individuals, veterans, and individuals with disabilities. This set-aside helps to fill service gaps and complements programs that are funded by Federal Transit Administration (FTA) 5310 Enhanced Mobility of Seniors and Individuals with Disabilities and by the Older Americans Act/Older Coloradans Act.

In 2020 DRCOG entered into a Memorandum of Understanding (MOU) with CDOT and RTD to swap the HST TIP funding for state FASTER funding. This MOU will be renewed for 2021 to swap $2 million dollars for this year, instead of $1 million, as RTD budget constraints needed this allocation. By completing this swap DRCOG enhanced the buying power of the HST by making it available to match the 5310 projects.

DRCOG conducted a combined call for projects for both the HST set-aside and Denver-Aurora Urbanized Area FTA 5310 projects to be implemented between January 1, 2021 and June 30, 2022. DRCOG is allocated $1.5 million of the $2 million swapped this year for this 18-month period, as the intention of the TIP was that $1 million be used each calendar year. Projects are intended to be 18-month projects, which will allow these two funding sources to be aligned with the Older Americans Act/Older Coloradans Act funding administered by the Area Agency on Aging. Contracts will be awarded as one-year contracts with a 6-month option to extend.
Applications were evaluated by a Panel made up staff from Mile High Connects, the Colorado Department of Public Health and the Environment, and the Colorado Cross Disability Coalition, as well as a representative from DRCOG’s Advisory Committee on Aging. DRCOG staff participated on the panel in an advisory role but did not score the projects. The Panel scored the projects based on the criteria the 5310 Program Management Plan. Projects that scored the highest were recommended for funding and placed into the funding pot (FTA 5310 or HST) that was the best or only fit based on the project’s characteristics as compared to the eligibility criteria for each funding source. The Panel's recommendations are attached (Attachment 1).

DRCOG staff conducted an equity analysis to ensure distribution of funds to cover services across the service area. Projects not selected for funding were limited in scope and clients that would have been served under those projects are able to receive services through other projects recommended for funding.

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## DRCOG Human Services TIP Set Aside
### Project Recommendations

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<td>Ride Alliance Annual Maintenance</td>
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<td>$0.00</td>
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**Total** | **$6,730,717.99** | **$1,500,000.00**
DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH COLORADO DEPARTMENT OF TRANSPORTATION (CDOT) FOR $2 MILLION DOLLARS AND ALLOCATE APPROXIMATELY $1.5 MILLION DOLLARS TO PROJECTS AS RECOMMENDED FOR THE PERIOD OF JANUARY 1, 2021 THROUGH JUNE 30, 2022.

WHEREAS, DRCOG, is a planning organization where local governments collaborate to establish guidelines, set policy, and allocate funding in the areas of transportation and personal mobility; growth and development; and aging and disability resources; and

WHEREAS, The DRCOG Board of Directors adopted the Human Service Transportation set-aside (HST) to provide $4 million over four years (FFY 2020-2023) through the Transportation Improvement Program (TIP); and

WHEREAS, the HST was intended to fund underfunded/underserved trips and rolling stock to improve service and mobility options for vulnerable populations in the Denver region including individuals with disabilities, older adults, people with low-income, and veterans; and

WHEREAS, DRCOG has entered into an agreement with CDOT and RTD to swap the HST TIP funding with State FASTER funding to enable flexibility with the funding; AND

WHEREAS, $2 million will be swapped for the period of January 1, 2021 through December 31, 2022 and $1.5 million will be allocated to projects for the period of January 1, 2021 through June 30, 2022 with $0.5 million being held back to allocate for July 1, 2022 through December 31, 2022; and

WHEREAS, DRCOG conducted a joint call for projects for the HST and FTA 5310 funding and projects were scored and recommended for funding by and independent review panel.

NOW, THEREFORE BE IT RESOLVED, that the Executive Director is authorized to enter into an agreement with CDOT for $2 million dollars and allocate approximately $1.5 million dollars to projects as recommended for the period of January 1, 2021 through June 30, 2022.

RESOLVED, PASSED AND ADOPTED this _____ day of __________________, 2020 at Denver, Colorado.

_______________________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

_____________________________________
Douglas W. Rex, Executive Director
To: Chair and Members of the Finance and Budget Committee
From: Douglas W. Rex, Executive Director
(303) 480-6747 or drex@drcog.org

Meeting Date  Agenda Category  Agenda Item #
October 21, 2020  Action  3

SUBJECT
This item pertains to funding from the Colorado Department of Transportation (CDOT) for transportation service for older adults and other vulnerable populations.

PROPOSED ACTION/RECOMMENDATIONS
Staff recommends authorizing the Executive Director to enter into an agreement with CDOT for $375,000 and allocating that funding to eligible Federal Transit Administration (FTA) 5310 recipients in the region through the period ending June 30, 2021.

ACTION BY OTHERS
N/A

SUMMARY
In response to the current pandemic, the federal government passed the Coronavirus Relief and Economic Security (CARES) Act. The CARES Act authorized emergency funding for many programs from the federal government, including the Older Americans Act (OAA) and FTA programs. The FTA programs that received funding through the CARES Act included public transportation operators, which included Section 5307 recipients in large urbanized areas and 5311 recipients in the rural areas. Notably absent from these allocations was funding for specialized transit provider receiving funding under Section 5310 (Enhanced Mobility for Seniors and Individuals with Disabilities) in large urbanized areas.

The state legislature appropriated $1 million dollars to CDOT to compensate for the lack of emergency CARES funding for specialized transit in large urbanized areas. CDOT is administering the projects to Metropolitan Planning Organizations (MPOs) such as DRCOG throughout the state. DRCOG’s share of the $1 million dollars is $375,000. The expectation is that DRCOG will allocate this funding to eligible 5310 recipients within DRCOG’s boundaries. This area includes the rural mountain areas and the eastern plains. At the request of CDOT to administer these funds in an expedited manner, DRCOG will identify eligible recipients and approach them about how they could use the funding and allocate the funding to the recipients. Funds are too be expended for transit capital, operating and mobility management projects. This is one time funding that must be spent by June 30, 2021.

PREVIOUS DISCUSSIONS/ACTIONS
N/A

PROPOSED MOTION
Move to approve a resolution authorizing the Executive Director to enter into an agreement with CDOT for $375,000 and to allocate this funding to eligible 5310 recipients through the period ending June 30, 2021.
ATTACHMENTS
Draft resolution

ADDITIONAL INFORMATION
If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Travis Noon, Senior Program Specialist, at 303-480-6775 or tnoon@drcog.org.
A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH COLORADO DEPARTMENT OF TRANSPORTATION (CDOT) FOR APPROXIMATELY $375,000 AND TO ALLOCATE THE FUNDING TO ELIGIBLE FEDERAL TRANSIT ADMINISTRATION (FTA) 5310 RECIPIENTS IN THE DRCOG REGION THROUGH THE PERIOD ENDING JUNE 30, 2021.

WHEREAS, DRCOG, is a planning organization where local governments collaborate to establish guidelines, set policy, and allocate funding in the areas of transportation and personal mobility; growth and development; and aging and disability resources; and

WHEREAS, The State of Colorado appropriated $1 million dollars to fill the gap in emergency COVID-19 relief funding for FTA 5310 recipients in large urbanized areas; and

WHEREAS, DRCOG is a direct recipient of FTA 5310 funds and will receive approximately $375,000 of the $1 million authorized by the state; and

WHEREAS, DRCOG will allocate this funding to eligible FTA 5310 subrecipients in the DRCOG region for transit capital operating and mobility management projects;

NOW, THEREFORE BE IT RESOLVED, that the Executive Director is authorized to enter into an agreement with CDOT for approximately $375,000 and to allocate the funding to eligible FTA 5310 recipients in the DRCOG region through the period ending June 30, 2021.

RESOLVED, PASSED AND ADOPTED this _____ day of __________________, 2020 at Denver, Colorado.

_______________________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

_____________________________________
Douglas W. Rex, Executive Director
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 21, 2020 | Action | 4

SUBJECT
This action is related to the receipt of funding from the Colorado Department of Human Services (CDHS) State Unit on Aging to support DRCOG’s Aging and Disability Resource Center (ADRC).

PROPOSED ACTION/RECOMMENDATIONS
DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to contract with CDHS for approximately $342,000 to support the ADRC for the period November 1, 2020 through June 30, 2021.

ACTION BY OTHERS
N/A

SUMMARY
The ADRC provides streamlined access to available long-term services and supports to help older adults age 60 and over, adults 18 and older with a disability, their caregivers, and veterans of any age in Colorado receive the services they need to remain independent in the community. ADRC community resource specialists and options counselors help consumers navigate health and long-term care options by providing options counseling, and information and referral assistance.

DRCOG established an ADRC in 2005 when the State was initially awarded a grant by the federal Centers for Medicare and Medicaid Services to create an ADRC system in Colorado. Since its inception, however, DRCOG’s ADRC had been funded from federal Older Americans Act and Older Coloradans Act monies as there was no ongoing funding designated for ADRCs.

CDHS’s State Unit on Aging entered into an inter-agency agreement with Colorado’s Healthcare Policy and Financing (HCPF), who administers the state’s Medicaid programs, to provide oversight and administer an ADRC Medicaid Administrative Federal Financial Participation (FFP) plan under which ADRCs may seek reimbursement for program costs. DRCOG recently received a contract from CDHS that would enable DRCOG to bill the State for monthly program costs up to an estimated limit of $342,000.

PREVIOUS DISCUSSIONS/ACTIONS
N/A

PROPOSED MOTION
Move to approve a resolution authorizing the Executive Director to enter into a contract with the Colorado Department of Human Services State Unit on Aging for approximately
$342,000 for the period of November 1, 2020 to June 30, 2021 to support DRCOG’s Aging and Disability Resource Center.

ATTACHMENT
Draft resolution

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 iswarren@drcog.org.
A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE COLORADO DEPARTMENT OF HUMAN SERVICES (CDHS) STATE UNIT ON AGING FOR UP TO $342,000 FOR THE PERIOD OF NOVEMBER 1, 2020 THROUGH JUNE 30, 2021 TO SUPPORT DRCOG’S AGING AND DISABILITY RESOURCE CENTER (ADRC).

WHEREAS, DRCOG is a regional Aging and Disability Resource Center for Colorado, serving area older adults, adults with disabilities and veterans by providing streamlined access to available long-term services and supports; and

WHEREAS, CDHS anticipates coordinating payment for ADRC activities under a Medicaid administrative federal financial participation (FFP) plan, and

WHEREAS, DRCOG received an agreement with CDHS for program cost reimbursement up to $342,000,

NOW, THEREFORE, BE IT RESOLVED, that the Finance and Budget Committee authorizes the Executive Director to enter into a contract with the Colorado Department of Human Services State Unit on Aging for approximately $342,000 for the period of November 1, 2020 to June 30, 2021 to support DRCOG’s Aging and Disability Resource Center.

______________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

______________________________
Douglas W. Rex, Executive Director
To: Chair and Members of the Finance and Budget Committee

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

<table>
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<tr>
<th>Meeting Date</th>
<th>Agenda Category</th>
<th>Agenda Item #</th>
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<tbody>
<tr>
<td>October 21, 2020</td>
<td>Action</td>
<td>5</td>
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</table>

SUBJECT
This action is related to the distribution of FFY2021 Nutrition Service Incentive Program (NSIP) funds.

PROPOSED ACTION/RECOMMENDATIONS
DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to distribute 2021 NSIP funds.

ACTION BY OTHERS
N/A

SUMMARY
NSIP is a federal nutrition program for older adults authorized by the Older Americans Act (OAA). 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. Because FFY2020 is not considered a normal year for meal counts due to the impact of the current COVID-19 pandemic, FFY2021 NSIP is based on FFY2019 counts instead of FFY2020. The amount allocated to the DRCOG AAA is distributed to Volunteers of America (VOA), who is the largest OAA-funded nutrition provider for the area. DRCOG’s other nutrition provider, Project AngelHeart, was a new contractor in FFY2020 and may receive NSIP funds beginning in FFY2022.

Neither DRCOG nor the State are aware of the exact number of dollars DRCOG will receive in 2020, however DRCOG anticipates receiving approximately $580,000. By adopting this resolution, the Finance and Budget Committee is authorizing 2021 NSIP funds to be distributed to VOA.

PREVIOUS DISCUSSIONS/ACTIONS
N/A

PROPOSED MOTION
Move to approve a resolution authorizing the Executive Director to distribute 2021 NSIP funds in the amount of approximately $580,000 to be expended by September 30, 2021.

ATTACHMENT
Draft resolution

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.
A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO DISTRIBUTE 2021 NUTRITION SERVICE INCENTIVE PROGRAM (NSIP) FUNDS IN THE AMOUNT OF APPROXIMATELY $580,000 TO BE EXPENDED BY SEPTEMBER 30, 2021.

WHEREAS, it is anticipated that Congress will authorize and appropriate NSIP funds for the nutrition program in federal FY 2021 under the provisions of Title III of the Older Americans Act, as amended, and distribute the funds to states; and

WHEREAS, through the State Unit on Aging division of the Colorado Department of Human Services it is anticipated that 2021 NSIP funds will be allocated proportionately to the Area Agencies on Aging (AAA); and

WHEREAS, the Denver Regional Council of Governments is designated by the State to receive and distribute NSIP funds as the Area Agency on Aging for the eight-county metro region; and

WHEREAS, the Denver Regional Council of Governments will distribute the NSIP funds to Volunteers of America, the region’s largest Older American’s Act nutrition services provider;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to allocate approximately $580,000 in 2021 NSIP funds to be expended by September 30, 2021.

______________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

______________________________
Douglas W. Rex, Executive Director
To: Chair and Members of the Finance and Budget Committee  
From: Jayla Sanchez-Warren, Director, Area Agency on Aging

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Category</th>
<th>Agenda Item #</th>
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<tr>
<td>October 21, 2020</td>
<td>Action</td>
<td>6</td>
</tr>
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</table>

**SUBJECT**
This item pertains to amending a contract with JSI, Inc. for facilitation and evaluation services on the Accountable Health Communities (AHC) Workgroup Facilitation Project.

**PROPOSED ACTION/RECOMMENDATIONS**
DRCOG staff recommends the Finance and Budget Committee authorize the Executive Director to amend a contract with JSI, Inc. to support facilitation and evaluation of the “AHC Workgroup Facilitation Project” under the Accountable Health Communities cooperative agreement with the Centers for Medicare and Medicaid Services (CMS).

**ACTION BY OTHERS**
N/A

**SUMMARY**
As part of the Accountable Health Communities (AHC) Model, DRCOG is responsible for engaging in community-level quality improvement activities to increase access to community-based services and address health-related social needs which include housing security/quality, food security, utilities and safety.

DRCOG’s AHC program operates its community-level quality improvement activities through four workgroups, comprised of clinical and community partners from across the DRCOG region. The workgroups are responsible for designing and implementing specific, measurable and scalable projects through March 2021. JSI, Inc. was hired by DRCOG’s AAA for facilitation and project support for the four workgroups, beginning in December 2019. Since then, the workgroups have demonstrated success in partnership engagement, service gap analysis, project identification and design, and are progressing to implementation stages.

Through the first several months of operations, DRCOG’s AAA staff has identified additional facilitation and evaluation activities necessary to ensure successful completion of the workgroup projects. JSI, Inc. has proven to be an invaluable asset to the projects thus far, and therefore, DRCOG staff recommends amending its current contract with JSI, Inc. by increasing the not to exceed amount to $97,000.000 through March 2021, for additional facilitation, project support and evaluation activities.

**PREVIOUS DISCUSSIONS/ACTIONS**
N/A

**PROPOSED MOTION**
Move to approve a resolution authorizing the Executive Director to amend a contract with JSI, Inc increasing the not to exceed amount to $97,000 with a term ending March 2021 to facilitate and evaluate to facilitate and evaluate Accountable Health Communities (AHC) workgroup projects.
ATTACHMENT
Draft resolution

ADDITIONAL INFORMATION
If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org or Jayla Sanchez-Warren, Director, Area Agency on Aging, at 303-480-6735 or jswarren@drcog.org
A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND A CONTRACT WITH JSI, INC. INCREASING THE NOT TO EXCEED CONTRACT AMOUNT TO $97,000.00 WITH A TERM ENDING MARCH 2021 TO FACILITATE AND EVALUATE ACCOUNTABLE HEALTH COMMUNITIES (AHC) WORKGROUP PROJECTS.

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 initiated the Workgroup Facilitation Project in December 2019 with JSI, Inc. through the competitive bid process as a partner in facilitation of four workgroups convened to design and implement projects to improve access to community-based services;

WHEREAS, DRCOG established clinical and community partnerships to implement the four workgroup projects; and

WHEREAS, after the first several months of operations, DRCOG AAA approves of JSI, Inc.’s contributions and recommends additional facilitation and evaluation activities with a corresponding increase in the original project budget for JSI, Inc. to ensure successful completion of the workgroup projects.

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to amend a contract with JSI, Inc. increasing the not to exceed contract amount to $97,000.00 with a term ending March 2021 to facilitate and evaluate AHC workgroup projects.

RESOLVED, PASSED AND ADOPTED this _____ day of __________, 2020 at Denver, Colorado.

______________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

______________________________
Douglas W. Rex, Executive Director
To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
       303-480-6701 or drex@drcog.org

Meeting Date  | Agenda Category | Agenda Item # |
-------------|----------------|--------------|
October 21, 2020 | Action           | 7            |

SUBJECT
The budget is a fiscal guide for the operation of DRCOG from January 1, 2021 – December 31, 2021. The budget highlights work activities in DRCOG’s Work Plan for the Denver metropolitan region.

PROPOSED ACTION/RECOMMENDATIONS
DRCOG staff requests the Finance and Budget Committee review and recommend the 2021 budget for approval to the Board of Directors.

ACTION BY OTHERS
N/A

SUMMARY
Each year the Finance and Budget Committee reviews and recommends approval of a proposed budget to the Board of Directors for the coming year. Attached is the draft 2021 budget.

In September 2020 staff brought the draft budget before the Finance and Budget Committee and provided the opportunity for discussion and revisions if deemed appropriate. Upon review and discussion, the committee requested a draft budget that included a 3% merit increase for staff in addition to the one that was presented to the committee without merit. No other changes were requested.

PREVIOUS DISCUSSIONS/ACTIONS
N/A

PROPOSED MOTION
Move to recommend to the DRCOG Board of Directors approval of the 2021 Budget.

ATTACHMENTS
1. Link: 2021 Draft Budget and Work Program
2. 2021 Draft Program Summary with merit increase scenario
3. Draft resolution

ADDITIONAL INFORMATION
If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Jenny Dock, Director of Administration and Finance at 303-480-6707 or jdock@drcog.org.
## 2021 Budget Summary and Comparison

<table>
<thead>
<tr>
<th></th>
<th>2019 Actuals</th>
<th>2020 Budget</th>
<th>2021 Budget</th>
<th>2021 Budget W/ Merit</th>
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<tbody>
<tr>
<td><strong>Beginning Balance</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Funds</td>
<td>4,606,850</td>
<td>6,111,622</td>
<td>6,241,622</td>
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<tr>
<td>Program Obligations</td>
<td>3,084,166</td>
<td>3,079,198</td>
<td>2,979,198</td>
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<tr>
<td><strong>Revenues</strong></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Member Dues</td>
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<td>1,760,800</td>
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<td>Federal Grants</td>
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<td>21,488,159</td>
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<td>State Grants</td>
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<td>4,270,462</td>
<td>5,626,685</td>
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<td>Local/Other Funds</td>
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<td>2,975,445</td>
<td>2,006,320</td>
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<tr>
<td>In-kind Services</td>
<td>692,570</td>
<td>1,067,654</td>
<td>1,015,954</td>
<td>1,015,954</td>
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<tr>
<td>Service Income</td>
<td>247,259</td>
<td>100,000</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Interest/Investment Income</td>
<td>65,459</td>
<td>30,000</td>
<td>30,000</td>
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<td><strong>Total Revenues</strong></td>
<td>23,114,098</td>
<td>27,190,017</td>
<td>31,927,918</td>
<td>31,927,918</td>
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<tr>
<td><strong>Total Funds Available</strong></td>
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<td>36,380,837</td>
<td>41,148,738</td>
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<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Personnel</td>
<td>11,215,086</td>
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<td>Contractual Services</td>
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<td>DRCOG Cash</td>
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<td>909,511</td>
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<td>Non-personnel</td>
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<td>3,893,908</td>
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<td>Capital Outlay</td>
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<td><strong>Total Expenditures</strong></td>
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<td>27,160,017</td>
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<td><strong>Ending Balance</strong></td>
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<td>General Funds</td>
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<td>Program Obligations</td>
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<td><strong>Pass-Through Funds</strong></td>
<td>14,862,213</td>
<td>16,054,246</td>
<td>19,478,183</td>
<td>19,478,183</td>
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<td>Area Agency on Aging</td>
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<td>FTA 5310</td>
<td>1,276,756</td>
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<tr>
<td><strong>Total Pass-Through Funds</strong></td>
<td>14,862,213</td>
<td>16,054,246</td>
<td>20,754,939</td>
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</tr>
</tbody>
</table>

1. The beginning balance for the 2021 budget is based on 2019 actuals. All other 2021 line items are estimates.
2. Program obligations are pre-paid funds set aside for specific programs: Guaranteed Ride Home, DRAPP, Regional Vanpool, and Veterans Directed.
DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

Finance and Budget Committee

RESOLUTION NO. ________, 2020

A RESOLUTION RECOMMENDING THE APPROVAL OF THE DRCOG 2021 BUDGET TO THE BOARD OF DIRECTORS

WHEREAS, each year the Finance and Budget Committee reviews and recommends approval of a proposed budget to the Board of Directors for the coming year; and

WHEREAS, in September 2020, staff submitted a draft of the DRCOG 2021 Budget to the Finance and Budget Committee for review in accordance with Article XIII, paragraph A, of the Articles of Association; and

WHEREAS, staff now requests the Finance and Budget Committee recommend approval of the proposed 2021 DRCOG Budget to the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Finance and Budget Committee of the Denver Regional Council of Governments has reviewed and recommends approval of the proposed 2021 Budget to the Board of Directors.

RESOLVED, PASSED AND ADOPTED this _____ day of ________________, 2020 at Denver, Colorado.

________________________________________
Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

______________________________________
Douglas W. Rex, Executive Director