

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, DECEMBER 18, 2019
RED ROCKS CONFERENCE ROOM
1001 17th Street, 7th Floor
➔ 6:00 P.M. ➔

1. Call to Order

CONSENT AGENDA

2. Move to Adopt the Consent Agenda
 - November 20, 2019 minutes
(Attachment A)

ACTION ITEMS

3. Discussion of a resolution appointing Aterran, LLC as attorney's in fact to represent DRCOG before the Internal Revenue Service in payroll tax matters and to authorize certain actions in connection.
(Attachment B) Jenny Dock, Director, Administration and Finance
4. Discussion of a resolution authorizing the executive director to contract with Preferred Community Health Providers (PCHP) to implement the Anthem Commercial Care Transitions project in the amount of approximately \$35,000 using general funds.
(Attachment C) Jayla Sanchez-Warren, Director, Area Agency on Aging

ADMINISTRATIVE ITEMS

5. Executed Contracts Report – no contracts to report for November 2019
6. Report of the Chair
7. Report of the Executive Director
8. Other Matters by Members
9. **Next Meeting – January 15, 2020**
10. Adjourn



MINUTES
FINANCE AND BUDGET COMMITTEE
Wednesday, November 20, 2019

Present:

Kevin Flynn, Chair	Denver
Bob Fifer	Arvada
Elise Jones	Boulder County
Libby Szabo	Jefferson County
Larry Vittum	Bennett
Larry Strock	Lochbuie
Wynne Shaw	Lone Tree

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

Chair Flynn called the meeting to order at 6:00 p.m. with a quorum present.

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Minutes of the October 16, 2019 Meeting

Select member to the Nominating Committee

Douglas Rex, Executive Director, initiated the selection of one member from the Finance and Budget Committee to serve on the Nominating Committee.

Chair Flynn **moved** to select Elise Jones of the Finance and Budget Committee to the Nominating Committee. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to allocate excess OAA and SFSS funds in the amount of \$1,156,443 to local service providers as recommended by the ACA for the six-month period of January 1, 2020 through June 30, 2020

Sharon Day, Senior Program Advisor, provided an overview of the programs that would receive funding. Ms. Day wanted to note that the remainder of excess funds will be used to support growth in internal AAA programs, namely the transportation and in-home voucher program as well as the ombudsman program.

Director Shaw **moved** to adopt Resolution No. 25, 2019, authorizing the Executive Director to allocate excess OAA and SFSS funds in the amount of \$1,156,443 to local service providers as recommended by the ACA for the six-month period of January 1, 2020 through June 30, 2020. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to allocate approximately \$500,000 in 2020 NSIP funds to Volunteers of America

Sharon Day, Senior Program Advisor, noted the funds will be allocated to Volunteers of America (VOA) because they are the sole OAA-funded nutrition provider for the area.

Director Strock **moved** to adopt Resolution No. 26, 2019, authorizing the Executive Director to allocate approximately \$500,000 in 2020 NSIP funds to Volunteers of America. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to negotiate and execute contracts with The Sanborn Map Company, Inc. (Sanborn) in an amount not to exceed \$730,000 and the U.S. Geological Survey (USGS) in an amount of up to \$900,000 for 2020 aerial imagery and lidar data acquisition projects

Ashley Summers, IS Manager, provided a brief overview of the contracts and the costs to the committee.

Director Fifer **moved** to adopt Resolution No. 27, 2019, authorizing the Executive Director to negotiate and execute contracts with The Sanborn Map Company, Inc. (Sanborn) in an amount not to exceed \$730,000 and the U.S. Geological Survey (USGS) in an amount of up to \$900,000 for 2020 aerial imagery and lidar data acquisition projects. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to execute a contract with the Regional Transportation District (RTD) for support of vanpool services offered by DRCOG's Way to Go program in the amount of \$780,000

Steve Erickson, Director, Communications & Marketing, explained the 2020 contract with RTD for passenger fare subsidies for the Way to Go vanpool program to the committee.

Director Fifer **moved** to adopt Resolution No. 28, 2019, authorizing the Executive Director to execute a contract with the Regional Transportation District (RTD) for support of vanpool services offered by DRCOG's Way to Go program in the amount of \$780,000. The motion was **seconded** and **passed** unanimously.

Executed Contracts

There were no contracts to report for October 2019.

Report of Chair

No report was provided.

Report of the Executive Director

No report was provided.

Other Matters by Members

No other matters were discussed.

Next Meeting

The next meeting is scheduled for December 18, 2019

The meeting adjourned at 6:19 p.m.

ATTACH B

To: Chair and Members of the Finance and Budget Committee

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

Meeting Date	Agenda Category	Agenda Item #
December 18, 2019	Action	3

SUBJECT

DRCOG's payroll software company, Aterran LLC, must be appointed by the Finance and Budget Committee to represent DRCOG on Internal Revenue Service (IRS) and payroll tax related matters.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff requests the Finance and Budget committee appoint Aterran LLC as attorneys-in-fact to represent DRCOG in payroll tax matters.

ACTION BY OTHERS

N/A

SUMMARY

All payroll withholdings of the Denver Regional Council of Governments are monitored and maintained by Aterran LLC. The company is familiar with all payroll tax transactions of the agency and the reports that are prepared and filed with the IRS.

Legally the IRS is not permitted to communicate with anyone other than the chair of the DRCOG Finance and Budget Committee or an attorney-in-fact citing IRS rules to that effect. For the efficiency of processing payroll taxes, and because Aterran LLC is knowledgeable of the reports filed with the IRS, staff is requesting the Finance and Budget Committee appoint Aterran LLC as attorneys-in-fact to represent the Denver Regional Council of Governments before the IRS in payroll tax matters and to permit them to authorize certain actions in connection therewith.

PREVIOUS DISCUSSIONS/ACTIONS

PROPOSED MOTION

Move to adopt a resolution appointing Aterran LLC as attorneys-in-fact to represent the Denver Regional Council of Governments before the Internal Revenue Service in payroll tax matters and to authorize certain actions in connection therewith.

ATTACHMENT

Draft Resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6747 or drex@drco.org; or Jenny Dock, Director Administration and Finance at 303-480-6707 or jdock@drco.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2019

A RESOLUTION APPOINTING ATERRAN LLC AS ATTORNEYS-IN-FACT TO REPRESENT THE DENVER REGIONAL COUNCIL OF GOVERNMENTS BEFORE THE INTERNAL REVENUE SERVICE IN PAYROLL TAX MATTERS AND TO AUTHORIZE CERTAIN ACTIONS IN CONNECTION THEREWITH.

WHEREAS, Aterran LLC is the new payroll software company that will process the Denver Regional Council of Government's payroll taxes including quarterly taxes and W2 filings, and

WHEREAS, Aterran LLC will have access to and are familiar with all payroll reports that are prepared and filed with the Internal Revenue Services (IRS), and

WHEREAS, legally the IRS is not allowed to communicate with anyone other than the chair of the DRCOG Finance and Budget Committee or an appointed attorney-in-fact citing IRS rules to that effect.

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee appoints Aterran LLC as attorneys-in-fact to represent the Denver Regional Council of Governments before the IRS in payroll tax matters and to authorize certain actions in connect therewith.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2019 at Denver, Colorado.

Kevin Flynn, 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@drco.org

Meeting Date	Agenda Category	Agenda Item #
December 18, 2019	Action	4

SUBJECT

This action is regarding contracting with Preferred Community Health Providers (PCHP) to provide services to or on behalf of Anthem Blue Cross and Blue Shield Colorado commercial plans.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff requests approval to contract with PCHP for the Anthem Commercial Care Transitions Project

ACTION BY OTHERS

N/A

SUMMARY

DRCOG is designated by the State as the Area Agency on Aging (AAA) for the 8-county Denver metro region. It receives and administers federal Older Americans Act (OAA) and State Funding for Senior Services (SFSS) monies through its contract with the Colorado Department of Human Services (CDHS) to provide services to older adults and their caregivers throughout the region.

In August of 2019, staff expressed the necessity to increase funding, develop new partnerships, and expand the AAA business model to keep up with the growing aging population and the demand for services in the region.

The state and federal government are looking for ways to lower health care costs while preserving health outcomes and have recognized how community services like those provided by AAAs and other community-based organizations can play a role in this effort. As a result, federal and state governments are incentivizing health care providers and insurers to work with community organizations. Medicare is covering more services such as transportation, nutrition, case-management and transition services and in 2020, will be allowing Medicare Advantage programs to offer even more services.

Recently, PCHP contacted Colorado AAAs explaining that Anthem wanted to expand transition services to their Colorado market and asked DRCOG to be the first to contract with them to provide these services to Anthem beneficiaries.

As part of due diligence, DRCOG staff talked with other AAAs throughout the country that have this same contract with PCHP. Staff learned the benefits and challenges that accompany the program. The biggest benefit is that it establishes partnerships with an insurance company and helps prepare for a new model of payment for AAA services. Challenges included fronting start-up costs, slow referrals, and cost over-runs.

DRCOG will face these same challenges. Based on information from other AAA's providing the same services, staff estimates approximately \$35,000 will be needed to implement the program. Staff requests that the Finance and Budget Committee approve the use of general fund dollars to cover these costs until regular billing and reimbursement begins. Staff will provide updates to the Finance and Budget Committee upon request until these funds are replenished.

PREVIOUS DISCUSSIONS/ACTIONS

Draft Resolution

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to contract with PCHP to provide the Anthem Commercial Care Transitions Project.

ATTACHMENT

N/A

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.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2019

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO CONTRACT WITH
PREFERRED COMMUNITY HEALTH PROVIDERS (PCHP) TO IMPLEMENT THE
ANTHEM COMMERCIAL CARE TRANSITIONS PROJECT.

WHEREAS, DRCOG is designated by the State as the Area Agency on Aging (AAA) for the 8-county Denver metro region. It receives and administers federal Older Americans Act (OAA) and State Funding for Senior Services (SFSS) monies through its contract with the Colorado Department of Human Services (CDHS) to provide services to older adults and their caregivers throughout the region; and

WHEREAS, The state and federal government are looking for ways to lower health care costs while preserving health outcomes; and

WHEREAS, DRCOG has been approached by PCHP to implement the Anthem Commercial Care Transitions Project which will expand community based services and build capacity in the region; and

WHEREAS, DRCOG is best positioned in the state to be the first AAA to implement such a program; and

WHEREAS, staff estimates approximately \$35,000 will be needed to implement the program and requests the use of general funds until regular billing and reimbursement begin.

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorize the Executive Director to contract with PCHP to implement the Anthem Commercial Care Transitions Project.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2019 at Denver, Colorado.

Kevin Flynn, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director