

**ARCHULETA COUNTY PROCEEDINGS
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting on February 2, 2016 noting County Commissioners Michael Whiting, Clifford Lucero and Steve Wadley, County Administrator Bentley Henderson, County Attorney Todd Starr and June Madrid County Clerk & Recorder present.

Chairman Whiting called the meeting to order at 1:30 p.m.

The meeting began with the Pledge of Allegiance and a moment of silence.

Disclosures and/or Conflicts of Interest

Approval or Adjustments to Agenda

Commissioner Wadley moved to approve the agenda as presented for today. Commissioner Lucero seconded the motion and it carried unanimously.

Public Comments

Chairman Whiting stated that he was opening the floor to public comments for those wanting to comment on items not on this agenda. Comments were asked to be held to 3 minutes for each person desiring to speak. No response from the Board would be given.

David West of 55 Woodward Drive wanted to out the gold fringe on the U.S. flag in the room. The gold fringe stands for admiralty law which says the Constitution does not pertain to the meetings when you have this flag presented. He would like to see the fringe disappear.

Chairman Whiting recessed the Regular Meeting and convened for an Abatement Hearing at 1:32 p.m.

Abatement Hearing

Chairman Whiting swore in County Assessor Natalie Woodruff for testimony.

A. Schedule #5581-202-00-120, Owner John M & Teresa Ann Huft

Eagle Peak Ranches, a Portion of Lot 6; Lots 7-9

County Assessor Woodruff submitted a Petition for Abatement or Refund for Schedule #5581-202-00120 for owners John M. & Teresa Ann Huft as an Abatement. The account had been split by deeding 55.55 acres to GC Colorado, LLC on November 9, 2015 and leaving some under the Huft's names. The Assessor was going to abate the original account and send new tax statements on the two newly created accounts, R019193 & R019194. This would be for the tax year 2015. The amount that would be re-billed was \$4,565.44. This was not being refunded just split out into two parcels. The Assessor was recommending approval of this request. This original amount will still be billed so this process is considered a wash.

Chairman Whiting asked for public comments either "For the Petition" or "Against the Petition".

Public Comment "For the Petition" or "Against the Petition"

There were none.

Commissioner Lucero moved to approve the Petition for Abatement or Refund of taxes for John M & Teresa Ann Huft owning Parcel #5581-202-00-120 as presented. Commissioner Wadley seconded the motion. The motion carried unanimously.

Chairman Whiting closed the Abatement Hearing and convened the Liquor Board Authority at 1:35 p.m.

Liquor Board Authority

Chairman Whiting swore in Executive Assistant Tonya McCann for testimony.

A. Special Events Permit for Pagosa Lakes Property Owners Association, Inc.

Tonya McCann Paralegal submitted an application from Pagosa Lakes Property Owners Association for a Special Events Permit for February 12, 2016 allowing them to sell malt, vinous and spirituous liquor at the Pagosa Lakes Property Owners building located at 230 Port Avenue for a Local Vocals Even on February 12, 2016. The proper fees had been submitted, the Sheriff's Office had been notified of the event and the premises was posted the 10 days prior to today's Hearing.

Chairman Whiting asked for public comments "For the Permit".

Comments "For the Permit"

There were none.

Chairman Whiting closed the comments "For the Permit" and opened the floor for comments "Against the Permit".

Comments "Against the Permit"

There were none.

Chairman Whiting closed the comments "Against the Permit" and asked for Commissioner Comments.

Commissioner Comments.

There were none.

Commissioner Wadley moved to approve the Special Events Permit for Pagosa Lakes Property Owners Association, Inc. as presented. Commissioner Lucero seconded the motion and it carried unanimously.

Chairman Whiting closed the Liquor Authority Board and reconvened the Regular Meeting at 1:37 p.m.

Reports

A. Department of Human Services Quarterly Report-2015

Matt Dodson Director of the Department of Human Services presented the quarterly report to the Board for his department for the last quarter in 2015. Compared to other counties our size this department was doing well with the funds we have available. Jessica new Child Welfare Worker talked a little about foster care and adoption. They had been awarded a small grant (\$500) for

recruitment for foster parents. They are trying to also do some local training for foster parents. A copy of the report will be attached to the minutes.

B. County Clerk & Recorder End of Year Report-2015

County Clerk June Madrid presented a report regarding the end of year statistics for her office for 2015. A copy of the report and statistics presented will be attached to the minutes.

Consent Agenda

A. Payroll & Payable Warrants for January 20 to February 2, 2016

General Fund Payable	232,081.11
Road and Bridge Fund Payable	68,558.69
Department of Human Services Fund Payable	34,903.46
1A Fund Payable	100.00
All Combined Dispatch Fund Payable	12,241.62
Solid Waste Fund Payable	27,681.03
Airport Fund Payable	203,676.34
Fleet Fund Payable	257,173.23
Total	836,415.48
General Fund Payroll	146,689.69
Road and Bridge Fund Payroll	32,922.10
Department of Human Services Fund Payroll	28,512.43
All Combined Dispatch Fund Payroll	17,538.96
Solid Waste Fund Payroll	7,787.37
Airport Fund Payroll	4,073.26
Fleet Fund Payroll	8,812.03
Total	\$ 246,335.84

B. Regular Meeting Minutes

January 05, 2016

January 19, 2016

C. Resolution 2016-9 Lot Consolidation of lots in Lake Forest Estates owned by Douglas C. Call

D. Resolution 2016-10 Lot Consolidation of lots in Lake Pagosa Park owned by Thomas C. & Catherine Garduno

E. 2016 Position Classification Pay Scale

F. Grant Award from the Department of Natural Resources Division of Parks & Wildlife through the State Trails Program for the construction of the Pagosa Regional Trail Project

G. Approval of an Agreement for preliminary design and construction engineering services for Lake Forest Circle

County Administrator Henderson read the Consent Agenda. **Commissioner Lucero moved to approve the Consent Agenda as read. Commissioner Wadley seconded the motion and it carried unanimously.**

New Business

A. Resolution 2016-11 Increasing the Allowable Active Registered Voters in Precincts 6, 7 & 8

June Madrid County Clerk & Recorder submitted a resolution for the Board's consideration. C.R.S. 1-5-101(3) allows for the Board of County Commissioners for any Colorado County to pass a resolution allowing for more than 1,500 active voters per precinct. Because of growth, 3 of our

precincts are almost or are at that amount. The Clerk was asking to be able to allow the active voters to be over 1,500 and up to 2,000 for Precincts 6, 7 & 8. Currently the Active Voter totals in these precincts are as follows: 6 had 1,716, 7 had 1,250 and 8 had 1,560. This resolution would bring the County back into compliance with statute. Clerk Madrid was also asking in this resolution to be able to set up a committee to study the size of the precincts and make bring changes forward if need be in 2017. **Commissioner Wadley moved to approve Resolution 2016-11 increasing the allowable Active Registered Voters in Precincts 6, 7 & 8. Commissioner Lucero seconded the motion. The motion carried unanimously.**

B. Resolution 2016-12 Approving Banking and Investment Organizations for the Treasurer

Betty Diller County Treasurer submitted a resolution for the Board's consideration. The resolution set the banking depositories to be used by the Treasurer to be:

Bank of Colorado

Bank of the San Juans, Division of Glacier Bank

Citizens Bank of Pagosa Springs

First Southwest Bank

Rio Grande Savings & Loan

Wells Fargo Bank, NA

The investment institutions to be used by the Treasurer would be:

Peaks Investment Management

Hilltop Securities, Inc.

Commissioner Lucero moved to approve Resolution 2016-12 approving the banking and investment organizations for the Treasurer. Commissioner Wadley seconded the motion. The motion carried unanimously.

With no further business coming before the Board, the meeting was adjourned at 2:10 p.m.



June Madrid
County Clerk & Recorder

Approved this 16th day of February, 2016.



Michael Whiting, Chairman



Archuleta County Department of Human Services

4th Quarter Report 2015

Mission Statement:

To provide prevention, protection, advocacy and support services to families, children and adults so they can maximize their quality of life, well-being and potential.

The Archuleta County Department of Human Services provides financial services and protective services to assist individuals and families. Assistance programs are provided to eligible residents in financial need and include federal food (SNAP), cash (Colorado Works / TANF) and medical benefits, as well as child care, child support, and energy assistance (LEAP), all designed to help families and individuals toward financial self-sufficiency. Protection & Prevention services are provided by child and adult protection services, along with community focused programming.

The department seeks to strengthen individuals, families and our community with the services provided and is dedicated to working with our partners in the community.

COUNTY C-STAT DASHBOARD

ARCHULETA

JAN15 FEB15 MAR15 APR15 MAY15 JUN15 JUL15 AUG15 SEP15 OCT15 NOV15 DEC15

AVG NUM DEN

Economic Security

Timeliness of New Adult Financial Applications (Goal >=95%)	100	100	100	100	100	N/A	N/A	100	100	100	100	100	100	28
	3/3	2/2	1/1	4/4	1/1			2/2	4/4	5/5	3/3	3/3		28
Timeliness of Redetermination (RRR) Adult Financial Applications (Goal >=95%)	33.3	100	100	60	N/A	100	100	100	100	100	100	75	87.5	35
	1/3	5/5	4/4	3/5		5/5	2/2	4/4	2/2	4/4	2/2	3/4		40
Timeliness of New Colorado Works Applications (Goal >=95%)	100	100	100	83.3	100	100	75	100	100	100	100	100	96.6	56
	4/4	2/2	1/1	5/6	8/8	3/3	3/4	5/5	6/6	6/6	5/5	8/8		58
Timeliness of Redetermination (RRR) Colorado Works Applications (Goal >=95%)	100	100	100	75	75	80	100	N/A	75	50	100	100	84.4	27
	1/1	2/2	4/4	3/4	3/4	4/5	1/1		3/4	1/2	3/3	2/2		32
Colorado Works Entered Employment, Cumulative (Goal >=35% by JUN 2016)	N/A	N/A	N/A	N/A	N/A	N/A	29.4	35.3	29.2	32.3	29.4	N/A	29.4	
							5/17	7/21	7/24	10/31	10/34			
Timeliness of New Food Assistance Applications (Goal >=95%)	91.9	100	100	92.3	100	100	100	93.9	97.4	97.2	100	97.4	97.4	410
	34/37	28/28	42/42	36/39	23/23	36/36	38/38	31/33	38/39	35/36	32/32	37/38		421
Timeliness of Expedited Food Assistance Applications (Goal >=95%)	88.9	66.7	100	100	100	100	100	100	100	100	93.3	100	97.4	113
	8/9	2/3	7/7	7/7	2/2	13/13	10/10	13/13	12/12	11/11	14/15	14/14		116
Timeliness of Redetermination (RRR) Food Assistance Applications (Goal >=95%)	100	96.8	89.7	90.3	88	88.9	91.7	97.1	100	100	100	97.4	94.8	368
	33/33	30/31	35/39	28/31	22/25	40/45	22/24	33/34	37/37	26/26	25/25	37/38		388
Food Assistance Case & Procedural Error Rate (Goal <=21%)	N/A	N/A	50	N/A	N/A	100	N/A	100	N/A	N/A	N/A	N/A	75	3
			1/2			1/1		1/1						4
Food Assistance Payment Error Rate (Goal <=3%)	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	0	0
							0/215							215
Timeliness of Regular LEAP Applications (Goal <=30 days)	34.8	29.2	21.5	26	15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	28.8	4405
	1914/55	1344/46	816/38	286/11	45/3									153
Timeliness of Expedited LEAP Applications (Goal <=14 days)	3.6	7.8	5.2	N/A	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5	116
	29/8	39/5	47/9		1/1									23
Percent of Current Child Support Collected (Goal >=66.0%)	68.3	65.1	65.8	63.4	62.5	62.4	62.3	62.6	63	63.1	63.6	63.6	63.6	
	(Please see table in report)													
Percent of Cases with an Arrears Payment (Goal >=44.8% as of JAN 2015)	41.5	43.7	45.7	38	41.9	38	39.2	33.9	37	37.1	33.3	37.1	38.8	1314
	117/282	121/277	126/276	104/274	116/277	108/284	113/288	96/283	107/289	106/286	94/282	106/286		3384
Accurate Child Care Reimbursement (Goal <=3%)	14.5	5.2	5.3	0	0	0	0	0	0	0	0	8.2	2.7	
	(Please see table in report)													
Safety														
APS Timeliness of Initial Response to New Reports (Goal >=98%)	100	100	100	100	N/A	100	100	N/A	75	100	100	100	95.5	21
	2/2	1/1	1/1	2/2		1/1	2/2		3/4	1/1	4/4	4/4		22

COUNTY C-STAT DASHBOARD

ARCHULETA

JAN15 FEB15 MAR15 APR15 MAY15 JUN15 JUL15 AUG15 SEP15 OCT15 NOV15 DEC15

AVG NUM DEN

Safety

APS Timeliness of Initial Assessments (Goal >=90%)	N/A	100	100	100	100	100	100	100	100	N/A	100	100	100	17
		2/2	1/1	1/1	1/1	1/1	1/1	1/1	2/2	1/1	5/5	2/2	17	
APS Timeliness of Investigations (Goal >=90%)	N/A	100	100	100	100	100	100	100	0	N/A	80	0	13	
		2/2	1/1	1/1	1/1	1/1	1/1	2/2	0/1		4/5	0/2	17	
APS Timeliness of Monthly Contacts (Goal >=90%)	N/A	0	100	100	75	100	25	50	25	50	66.7	57.1	28	
		0/4	3/3	3/3	3/4	3/3	1/4	3/6	1/4	3/6	4/6	4/7	50	
ROM Timeliness of Initial Response to Abuse/Neglect Assessments (Goal >=90%)	N/A	N/A	N/A	N/A	N/A	N/A	87.5	100	100	86.7	N/A	N/A	47	
							7/8	15/15	12/12	13/15			50	
DCW Timeliness of Initial Response to Abuse/Neglect Assessments (Goal >=90%)	91.7	72.7	100	72.7	100	100	N/A	N/A	N/A	N/A	N/A	N/A	40	
		11/12	8/11	5/5	8/11	2/2	6/6						47	
ROM Compliance with the Statutory Requirement Related to Timeliness of Assessment Closure (Goal >=90%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	75	50	100	100	N/A	22	
								3/4	2/4	10/10	7/7		25	
DCW Compliance with the Statutory Requirement Related to Timeliness of Assessment Closure (Goal >=90%)	80	100	100	77.8	50	100	100	N/A	N/A	N/A	N/A	N/A	37	
		8/10	7/7	4/4	7/9	1/2	6/6	4/4					42	

Well-Being

Legally Freed Children Discharged to Permanency (Goal >=98%)	100	100	100	N/A	8								
		1/1	4/4	3/3									8
Children in Congregate Care (Goal <=15% as of JUL 2015)	0	0	0	0	0	0	0	0	0	0	0	N/A	0
		0/10	0/9	0/5	0/2	0/2	0/2	0/4	0/7	0/7	0/7	0/8	63



Made the Goal!
Did not make the Goal



Wednesday, January 20, 2016

LEAP Activity

Activity Purpose Statement: The Colorado LEAP program is a federally funded state-supervised, county-administered system and is designed to assist with winter heating costs.

Narrative:

Archuleta County DHS staff and contractor are hard at work and began processing applications as of Nov. 2 (the LEAP opening date). The LEAP Program disbursed \$34,369.56 to 131 households from November 1, 2015 to December 29, 2015.

A key change in the LEAP rules this season is an increase in the income qualification from 150 percent of the Federal Poverty Level to 165 percent. We are hoping this increase will provide the opportunity for many more vulnerable clients to access LEAP.

The amount of the energy assistance benefit varies depending on a variety of factors, including the primary heating fuel costs and income. The program does not provide financial assistance for any type of temporary or portable heating. In most cases the energy assistance benefit is paid directly to the household energy supplier.

You may qualify if you:

- Pay home heating costs, either directly to a utility company or to a landlord as part of rent.
- Are a permanent legal resident of the United States and a Colorado resident or you have household members that are U.S. citizens.
- Provide proof of lawful presence in the U.S. Valid forms of identification include:
 - Colorado Driver's License or Colorado Identification card
 - United States Military Identification Card or Military Dependent's Identification card
 - United States Coast Guard Merchant Mariner card
 - Native American Tribal document

Discover Goodwill continues to be a great partner with Archuleta County and has expanded and will be administering LEAP for 33 counties this year. Those counties are: Arapahoe, Archuleta, Chafee, Delta, Douglas, Eagle, Elbert, El Paso, Garfield, Gunnison, Gilpin, Grand, Hinsdale, Jackson, Jefferson, Kit Carson, Lake, La Plata, Logan, Moffat, Montrose, Ouray, Park, Phillips, Pitkin, Routt, Rio Blanco, San Miguel, Sedgwick, Summit, Teller, Weld and Yuma.

"eCallogy" is back for another LEAP season. eCallogy is available 24/7 to provide consumers with information on LEAP, check application status, take requests for applications and offer additional resource information.

Consumers may call 1-866-432-8435 (i.e. 1-866-HEAT-HELP) to access additional resource information.

Consumers in need of repair and-or replacement of a primary heating system may also call the Crisis Intervention Program hotline at 1-855-469-4328.

Total # of Applications Received	Total # of Applications Approved	Total # of Applications Denied	Total # of Applications Worked	Total Percent Done	Total # of Applications Worked Under 50 Days	Total # of Applications Pending
199	134	24	158	N/A	All	41

Child Protection Activity

Activity Purpose Statement: The purpose of the Child Protection Activity is to provide safety assessment and in home and out of home case management services to children at risk of abuse and neglect and their families so they can maintain a safe and permanent home.

Narrative:

The final quarter reflected a slightly smaller number of referrals when compared to the same quarter in 2014. The total year end referrals are down from 303 in 2014 to 271 in 2015. Reasons to consider for the slight decrease include that approximately 15 phone calls routed directly to dispatch after office hours through the Child Protection Hotline and law enforcement managed the call without contacting DHS staff. It is also believed that prevention services offered to families has deterred many families from deeper involvement into the child welfare system or having otherwise generated multiple referrals.

Child Protection recently reviewed all calls of concern that are now recorded in the Child Protection Hotline and identified patterns to improve organizational processes related to merging Child Protection Hotline Calls with the TRAILS child welfare database. Specifically, a need to address ways to capture after hours calls routed to dispatch that are not clearly identified as Child Protection issues.

Jessica Coker, Case manager, completed the Child Protection Certification requirements in the third quarter and has started to carry a small workload of voluntary cases in addition to her foster care coordinator responsibilities. The unit is impressed with her enthusiasm and can-do approach. She is planning a number of foster care provider recruitment events and strategizing with others to attract a wider base of foster care providers in Archuleta County.

DHS continues to utilize prevention programs and referrers to CCR, Safecare, and PSSF on a regular basis. Child Protection staff has also worked on identifying children that meet criteria for Collaborative Management Program (CMP). The CMP allows opportunity to collaborate with multiple systems a family may be involved with in order to partner and blend various funding sources to assist families to overcome barriers they may be experiencing. It is also anticipated that CMP will result in funding opportunities in State Fiscal Year 16/17.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Total # Reports Made	92	54	64	61	271
Reports Accepted for Assessment	22	17	19	15	73
Assessments Founded	7	6	5	10	28
Assessments Inconclusive	3	5	7	4	19
Assessments Unfounded	7	3	3	1	14
Reports Handled as I & R	16	5	10	4	35
Reports Screened Out	70	37	45	46	198
Assessments In Progress	5	3	4	8	20

Child Protection filed two additional Dependency and Neglect cases in the third quarter. DHS continues to identify a pattern of substance use and domestic violence as primary causes for DHS involvement. DHS is currently engaged in two cases set for termination trials. DHS was able to identify placement resources for the children involved in the most recent Dependency and Neglect cases in Kinship placement, which allowed children to remain in the community and with individuals determined safe and whom they know.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Child Welfare Court Cases	5	4	6	9	
# of Children in Court Cases	9	7	12	15	

Adoption and Foster Care Activity

Activity Purpose Statement: The purpose of the Adoption and Foster Care Activity is to provide recruitment, development and support services to current and potential adoptive and foster families so they can provide a safe and stable environment for adoptive and foster children.

Narrative:

Jessica Coker assumed full time foster care coordinator duties in the final quarter following Kathy Kulyk's retirement. She has been actively working on certifying new foster care homes in Archuleta County and DHS anticipates having two additional homes certified in the first quarter of 2016.

There has been an increase in inquiries about becoming a foster care provider; however several have inquired on behalf of specific children or have identified they cannot make the commitment needed.

Although no Kinship homes have opted to become certified, the two most recent removals have resulted in kinship placements.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Children Foster Care	2	2	6	6	16
Adoptions Finalized	8	0	0	0	8
Adoptions Pending	0	0	0	0	0
Adoption Subsidies Children	8	8	8	8	8
Current Foster Care Homes Licensed in Archuleta County	2	2	2	2	2
Current Certified Kinship Homes	0	0	0	0	0
New Foster Care and Kinship Homes	0	0	0	0	0

Adult Protection Activity

Activity Purpose Statement: The purpose of the Adult Protection Activity is to provide assessment, advocacy, support and community referral services to at-risk adults so they can maintain a safe and independent living situation.

Crystal Slaughter assumed responsibilities of APS case manager in the final quarter following Kathy Kulyk's retirement. Crystal is eager to learn and excited to be working with the elder population served by APS.

APS is seeing an increase in the number of referrals as Crystal is capturing all inquiries for adult services in the automated system. Documenting and tracking this data in the system is advantageous as the number of referrals entered is a driver in the allocation methodology used to determine the APS allocation. It also allows for DHS to capture the actual work being done to provide services and when dedicating staff time to programs such as POC.

APS continues to work closely with Raymond Taylor regarding APS referrals related to veterans.

Over the past year, common issues reported to APS dealt with client self-neglect as well as issues related to addressing home cleanliness, lack of or inability to care for one's pets resulting in cleanliness and health issues.

C-stat measures for APS have shown a decline in meeting monthly contact and timeliness data. APS staff has consulted with the state APS statisticians and identified data entry errors on the part of staff during the transition to a new caseworker. It is expected that data trends will return to the high percentages in the next quarter now that the issue has been isolated.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Total # Reports Made	7	4	11	21	43
Reports Accepted for Assessment	5	1	7	9	22
Reports Screened Out	2	3	4	12	21
Assessments Substantiated		0	2	2	4
Assessments Inconclusive	1	0	1	7	9
Assessments In Progress	4	2	4	4	4
Total # of Open Cases	2	2	2	2	2
Guardianship	2	2	2	2	2
Conservatorship	0	0	0	0	0
Representative Payee	0	0	0	0	0

Family Advocate / PSSF Activity

Activity Purpose Statement: The purpose of the Family Advocate / PSSF Activity is to provide referrals to families with children in need of short-term emergency or long-term support. The Family Advocate assists child welfare clients address barriers to becoming self-sufficient. The Family Advocate provides assistance with engaging families that are involved in the child welfare system. The Family Advocate also provides domestic violence education services.

Narrative:

As the table below suggests, "Basic Needs" services make up the largest service type provided through this program. "Basic Needs" services include processing applications for one-time financial assistance (e.g., assistance with rent, housing, vehicle repair and utilities), helping families with access and enrollment to DHS / community programs, intervening on behalf of those facing utility shut-off or eviction and assisting individuals to navigate complex systems. The Family Advocate participated in a Secondary Trauma Prevention Project, presented by David Conrad in October, 2016. The training was provided to all child welfare staff and focused on issues such as resilience, compassion fatigue, and the impact workers experience when providing services through child welfare and in other protective capacities. The project is part of a series of training opportunities being provided to Archuleta County staff and is a component of enhancing our staff's ability to become stronger both individually and as a unit while serving consumers.

As of October, 2015, the Pathways to Responsible Fatherhood Grant was not renewed by the Federal Government. The Fatherhood Program in Archuleta County began in 2013. The Family Advocate believes there will be an adverse impact on "Dad's" in the community as the program provided stop gap employment, and other evidenced based curriculum's on parenting, relationship and finance. Despite the grant ending, The Family Advocate will continue to be available and use knowledge learned while operating the grant to help families navigate through complex systems including child support, probation, criminal justice and other systems. The Family Advocate has also assisted to incorporate the Colorado Community Response Program into her daily practice and using the program to further provide prevention services to families.

The department as a whole has participated in a number of activities with the goal of increasing efficiencies and improving customer service. The Family Advocate has set a goal to better utilize promising practices and technology to streamline work activities such as data storage and electronic calendaring.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Alternative Activities	1				1
Basic Needs	165	159	165	163	652
Family Literacy	2				2
Health Care	6	1			7
Parent Education/Support	5	4		3	12
Youth Services		5			5
Total Services Provided	179	169	165	166	679

Child Care Activity

Activity Purpose Statement: The purpose of the Child Care Activity is to provide assessment, advocacy, support and community referral services so client can maintain an independent living situation.

Narrative:

The Child Care Assistance Program (CCAP) served 11 households in October, 10 in the month of November and 11 in the month of December. Several families did not return redetermination paperwork, which is required on a yearly basis, so their cases closed.

The new Child Care worker attended the 2-day navigation training and CHATS Conference to obtain necessary skills to coordinate the program. She also met with Office of Early Childhood State representatives to discuss the child care assistance program.

In addition to the CCAP program, DHS Director, Matt Dodson has participated in a number of meetings with the Office of Early Childhood State Staff, local providers and a town/county workgroup to discuss early education and child care needs in Archuleta County. The town, county and El Pomar have allocated funds to support early childhood and child care development.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Total Number of Ongoing Child Care Cases	15	20	16	18	69
Number of Children Served	45*	52	23	28	148

*The child care report has been added to the 2015 annual report. Quarterly averages will be monitored over the next year.

Child Support Activity

Activity Purpose Statement: The purpose of the Child Support Activity is to provide establishment and enforcement services to custodial and noncustodial parents so they can consistently receive and/or pay court-ordered support for their children.

Narrative:

Although the two CSTAT county facing statistics performance percentages show below the State goals, the unit performs well and exceeded the first two of the three Federal goals which are connected to incentives funding. Those statistics include:

- % of Cases With Paternity Established
- Archuleta County % of Cases With An Order Established
- Archuleta County % of Current Support Collected

Administrative Process Action (APA) is a statutory procedure for the establishment and modification of child support orders pursuant to Section 26-13.5101 et seq. C.R.S. It is a way to establish child support Orders and Paternity without going to court. Certification entails attending the APA Training and passing a test to obtain Certification. Recertification must be obtained every three (3) years.

Child Support Enforcement Technicians (CSE's) Julie Foster and Alynette Farley attended the three day APA Training workshop (APA) and Worksheet Guideline training in October. Julie Foster received her Recertification and Alynette Farley obtained her initial Certification to perform APA's.

CSE's met with senior management to target ways in which to meet department objectives and obtain both State CSTAT and Federal 2016 goals. It was determined that utilizing the CSe Tools Reports and closing arrear cases that have not received a payment in over a year would assist. The state has also started a project to close state arrears cases which will assist all counties in meeting the state goal.

Additionally, the unit will receive on-site training and technical assistance to obtain more information on the state system, CSeTools and how best to use the various reports to assist in meeting goals.

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year End Total
Percent of Current Child Support Collected (State goal is 66%)	65.1%	62.7%	62.4%	63.4%	63.6%
Percent of Cases With Arrears Payments (Statewide goal is 44.8%)	41.9	39.3%	36.5%	35.8%	38.8%

Benefits and Services Section
Monthly County Summary Sheet
 ARCHULETA - December-2015

Starting Backlog as of 12-01-15			
	Total Distinct	Adult Financial	Colorado Works
Applications	0	0	0
0 - 30 Days	0	0	0
31 - 60 Days	0	0	0
61 - 90 Days	0	0	0
Over 90 Days	0	0	0
RRRs	0	0	0
0 - 30 Days	0	0	0
31 - 60 Days	0	0	0
61 - 90 Days	0	0	0
Over 90 Days	0	0	0

New Applications			
	Total Distinct	Adult Financial	Colorado Works
Total Number of Applications Received	12	4	8
Walk-In	4	0	4
PEAK	0	0	0
Mail-In	0	0	0
Other	8	4	4
Increase or Decrease (+/-) Previous Month (%)	+30.0%	+25.0%	+50.0%
Average Days to Input	8.25	8.00	8.38
Maximum Days to Input	18	18	14

Application Processing Results			
	Total Distinct	Adult Financial	Colorado Works
Total Number of Approvals	7	1	6
Total Number of Denials	9	5	4
Total Number of Withdraws	0	0	0
Total Number of Cancellations	0	0	0
Approval Rate	43.8%	16.7%	60.0%
Processed within 7 Days	4	0	4
	36.36%	0.00%	50.00%

New RRRs			
	Total Distinct	Adult Financial	Colorado Works
Total Number of RRRs Generated In December	9	1	8
Total Number of RRRs Generated for December	6	3	3
Total Number of RRRs Received In December	5	3	2

RRR Processing Results			
	Total Distinct	Adult Financial	Colorado Works
Total Number of RRRs Completed	5	4	1
Total Number of RRRs Discontinued	1	0	1

Court Report Processing Timeliness					
	# Timely	# Untimely	Current Timeliness	Previous Timeliness	Difference In Timeliness
AF New Applications	3	0	100.0%	100.0%	0.0%
AF RRRs	3	1	75.0%	100.0%	-25.0%
CW New Applications	8	0	100.0%	100.0%	0.0%
CW RRRs	2	0	100.0%	100.0%	0.0%

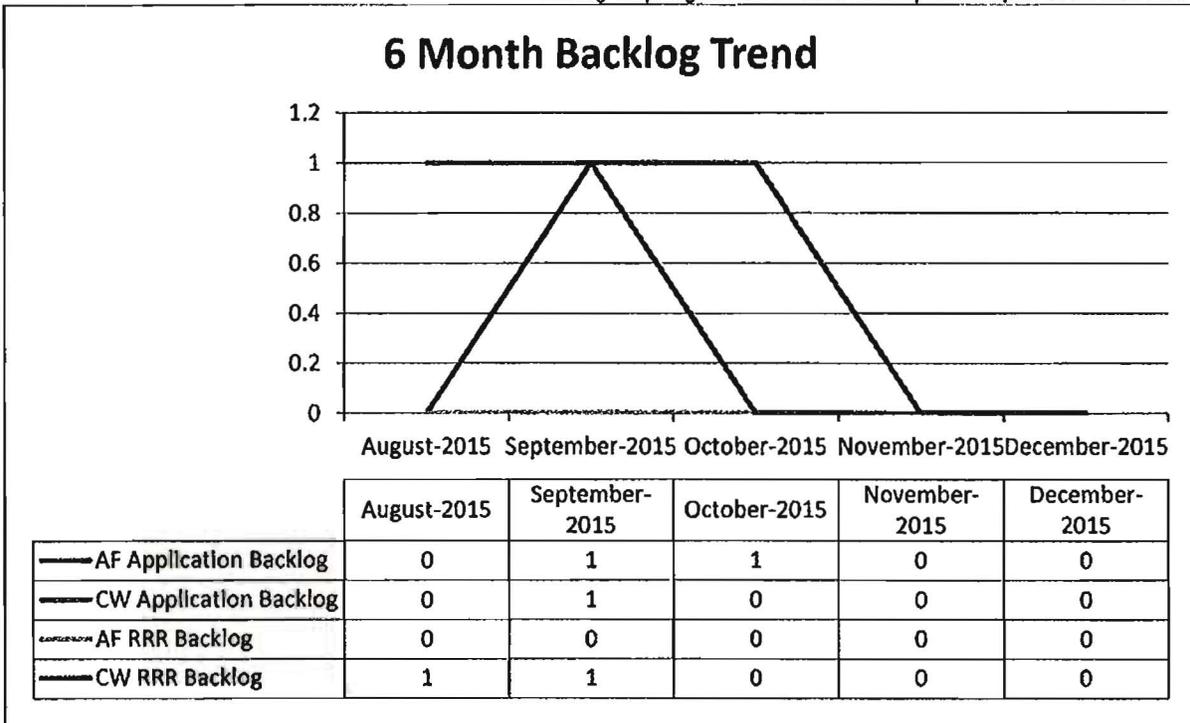
Finishing Backlog as of 01-01-16			
	Total Distinct	Adult Financial	Colorado Works
Applications	0	0	0
0 - 30 Days	0	0	0
31 - 60 Days	0	0	0
61 - 90 Days	0	0	0
Over 90 Days	0	0	0
RRRs	0	0	0
0 - 30 Days	0	0	0
31 - 60 Days	0	0	0
61 - 90 Days	0	0	0
Over 90 Days	0	0	0

Adult Financial Caseload				
	Distinct Total	Regular + PNA	AFC	HCA
OAP	47	47	0	0
AND-SO	8	8	0	0
AND-CS	1	1	0	0
Burial	0			
SSI-HCA	0			

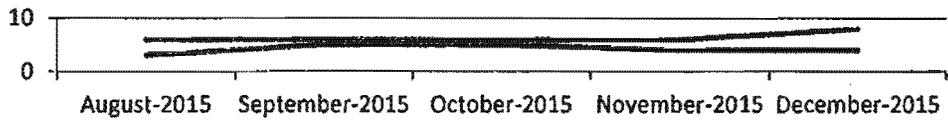
Colorado Works Caseload				
	Distinct Total	1 Parent	2+ Parent	Child Only
Basic Cash Assistance	26	18	4	4
State Diversion	1	0	1	0
County Diversion	0	0	0	0

Latest Employment Entry %			
	Nov-15	Oct-15	Difference
Entered Employment	0	5	-5
Needs Employment	19	20	-1
Continuously Employed	5	4	1
Employment Entry %	0.00%	25.00%	-25.00%

* Backlog - Anything that was received but not processed prior to the first of the month.



6 Month Application Trend



	August-2015	September-2015	October-2015	November-2015	December-2015
— AF Applications	3	5	5	4	4
— CW Applications	6	6	6	6	8

COMMENTS:

Archuleta did great with its timeliness for the month attaining 100% timeliness in three of four categories that we track. Being a small county just one late case can take them below goal, which is what happened this month. The counties' 7-day processing average is 36.36% - nice job!

Archuleta County Clerk & Recorder - 2015 EY Report

2015 is gone and a new year is upon us.

- We came in under budget approximately \$21,500 for the M.V. & Recording portion of the budget, due to the fact we didn't move on with the next step in the digitizing of microfiche.
 - Increased revenues by around \$130,000
 - Statistics passed out.

Recording

- Microfiche---Since we didn't finish the project was added again to the budget for 2016. Our hope is to complete the project this year if possible. Explain project 1985-1997 microfiche digitized.
- Recording of documents increased \$40,000; this doesn't prove land is selling. In 2014 we recorded Deeds transferring property were 2418, in 2015 they were up to 2748. So that part of growth is not up so much.
- i-County-----Each year we are increasing the number of companies using our i-County (images and index from 1985-current) Charge by the day and/or month.

Motor Vehicle

- We are increasing in work load between about 11:00 a.m. to 4:00 p.m. when we close the doors so we know things are picking up.
- Sales Tax is up \$150,000 for M.V. over the last 5 years. It's slowly increasing. 2015-\$480,000.

Elections

Came in under budget \$25,000.

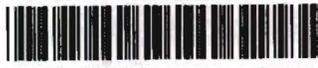
- SOS has chosen and approved the moving to a Universal Voting System (UVS). During the first part of the discussion it looked like Archuleta County was coming in at what they decided was a Tier 3. The system was going to cost about \$115,000. They are looking at the life of this new system to be around 10 years. Now, because of financial situations with smaller and medium sized counties, the State has agreed to pick up part of the cost. Our cost may go down to as low as \$6-8,000. We are planning on sticking with our old system for the 2016 elections. We won't go into a Presidential election with new equipment. We will know more and budget for the 2017 election.

ARCHULETA COUNTY CLERK RECORDER'S OFFICE STATISTICS

YEAR	VEHICLE TRANS.	ACTUAL CURR REGS.	OUT OF STATE TITLES	TITLES NEW & DUPES	RECORDING DOLLARS	DOCS RECORDED	DOC FEE (1 CENT X EA \$1,000)	ELECTRONIC FILING FEES	E-Recording I-COUNTY	REG. VOTERS	REVENUES
1988							\$2,757.17				\$518,973.00
1989							\$5,261.47				\$632,346.00
1990	10591	8236				8639	\$4,444.12			3540	\$667,657.00
1991	10107	7939		2360	\$73,622.50	7151	\$5,810.77			3576	\$699,663.00
1992	11838	9291	1483	2275	\$87,375.00	7432	\$5,407.66			3649	\$789,450.00
1993	13298	6286	1545	2831	\$101,910.00	8069	\$5,966.23			3352	\$860,317.00
1994	15311	6902	1836	3149	\$111,131.75	9776	\$9,505.48			3796	\$1,133,002.00
1995	16585	7481	1458	3679	\$95,949.00	8853	\$9,900.48			4092	\$1,324,036.00
1996	23805	8263	1519	3846	\$104,470.00	9660	\$10,132.15			5187	\$1,505,065.00
1997	20431	9102	1521	4143	\$126,646.75	10237	\$10,285.54			5868	\$1,744,486.00
1998	20639	9414	1679	3965	\$143,296.50	10869	\$16,996.56			6428	\$1,918,959.00
1999	22052	10205	1757	4266	\$168,783.75	12803	\$15,186.19			6832	\$2,193,215.00
2000	23535	16776	1842	4544	\$165,782.75	12349	\$15,335.29			7737	\$2,352,189.00
2001	24298	17384	1694	4730	\$200,554.25	11743	\$15,939.16			7545	\$2,578,926.00
2002	25857	19923	1873	4989	\$223,315.25	12928	\$15,335.29			8200	\$2,713,188.00
2003	25896	19979	1663	4877	\$245,230.00	13185	\$18,750.62	\$802.00		7828	\$2,929,746.00
2004	27233	20002	1043	5158	\$216,545.00	12598	\$26,339.17	\$4,789.00		8155	\$3,038,117.00
2005	28234	20087	1904	5339	\$237,424.50	13819	\$42,606.40	\$13,460.00		8936	\$3,328,333.00
2006	28500	22434	1796	5295	\$276,244.21	12065	\$33,808.89	\$10,993.00		9377	\$3,476,996.00
2007	28720	13952	1689	5489	\$202,913.25	11809	\$22,295.69	\$11,399.00	\$10,375.00	8593	\$3,493,911.53
2008	27714	20968	1482	4213	\$164,629.75	11529	\$16,405.75	\$10,143.00	\$15,750.00	9722	\$3,192,347.18
2009	26432	20638	1324	4142	\$164,392.29	10087	\$12,214.47	\$10,087.00	\$22,500.00	8243	\$3,233,906.72

ARCHULETA COUNTY CLERK RECORDER'S OFFICE STATISTICS

YEAR	VEHICLE TRANS.	ACTUAL CURR REGS.	OUT OF STATE TITLES	TITLES NEW & DUPES	RECORDING DOLLARS	DOCS RECORDED	DOC FEE (1 CENT X EA \$1,000)	ELECTRONIC FILING FEES	E-Recording I-COUNTY	REG. VOTERS	REVENUES
2010	25797	20492	846	3865	\$167,858.00	9322	\$12,330.39	\$9,020.00	\$21,000.00	9420	\$3,472,598.50
2011	26288	21783	1300	4051	\$178,931.25	8789	\$13,768.51	\$8,466.00	\$23,299.00	9092	\$3,407,357.23
2012	26459	21839	1389	4289	\$198,894.75	9940	\$14,518.67	\$8,794.00	\$28,254.11	10191	\$3,646,024.42
2013	27294	19204	1581	4107	\$190,422.75	9614	\$ 16,011.89	\$ 8,266.00	\$ 28,662.00	10154	\$3,735,035.33
2014	27713	21577	1511	4853	\$ 168,141.25	8866	\$ 18,234.80	\$ 7,450.00	\$ 29,062.30	9797	\$3,927,489.89
2015			1806	5069	\$ 200,780.50	10719	\$ 18,681.50	\$ 9,250.00	\$ 31,640.00	9732	\$4,056,728.87



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June Madrid
Archuleta County

①

RESOLUTION NO. 2016-9

**A RESOLUTION APPROVING THE CONSOLIDATION OF CERTAIN
LOTS IN ARCHULETA COUNTY, COLORADO**

WHEREAS, the Board of County Commissioners of Archuleta County, Colorado, has heretofore adopted regulations relating to the consolidation of lots in Archuleta County, Colorado, (Resolution No. 2006-25); and

WHEREAS, the Board has received an application from Douglas C. Call, to consolidate certain lots in Archuleta County pursuant to the regulations heretofore adopted by the Board; and

WHEREAS, the Board has found that Douglas C. Call, has met all the requirements contained in said regulations for Lot Consolidations and the Board may consolidate the hereafter mentioned lots.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Archuleta County as follows: The Chair does hereby sign on authority granted by the Board of County Commissioners and approves the consolidation of Lots 178 and 179, Lake Forest Estates, according to the plat thereof filed for record June 4, 1973, as Reception No. 77869, Archuleta County, Colorado, to become Lot 178X with the condition that if, at a future date, there is a request to split or re-subdivide the consolidated lots, the applicant must comply with the applicable Land Use Regulations in effect at the time the application is made.

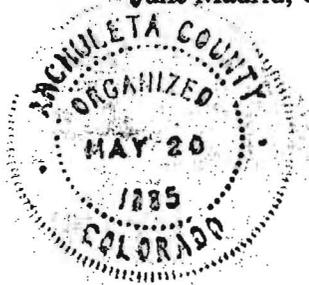
APPROVED AND ADOPTED in Pagosa Springs, Archuleta County, Colorado, this 2nd day of February, 2016.

**THE BOARD OF COUNTY COMMISSIONERS
ARCHULETA COUNTY, COLORADO**

ATTEST:

June Madrid by Tonya McClary
June Madrid, Clerk and Recorder

[Signature]
Michael Whiting, Chairman



Return copy to Planning Dept.

Rtn:

JUNE MADRID
RESOLUTIONS



1

RESOLUTION 2016- 10

A RESOLUTION APPROVING THE CONSOLIDATION OF CERTAIN LOTS IN ARCHULETA COUNTY, COLORADO

WHEREAS, the Board of County Commissioners of Archuleta County, Colorado, has heretofore adopted regulations relating to the consolidation of lots in Archuleta County, Colorado, (Resolution No. 2006-25); and

WHEREAS, the Board has received an application from Thomas C. Garduno and Catherine Garduno, to consolidate certain lots in Archuleta County pursuant to the regulations heretofore adopted by the Board; and

WHEREAS, the Board has found that Thomas C. Garduno and Catherine Garduno, has met all the requirements contained in said regulations for Lot Consolidations and the Board may consolidate the hereafter mentioned lots.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Archuleta County as follows: The Chair does hereby sign on authority granted by the Board of County Commissioners and approves the consolidation of Lots 1, 10 and 11, Lake Pagosa Park Block 21, according to the plat thereof filed for record March 13, 1970, as Reception No. 72998 thru 73013, Archuleta County, Colorado, to become Lot 11X with the condition that if, at a future date, there is a request to split or re-subdivide the consolidated lots, the applicant must comply with the applicable Land Use Regulations in effect at the time the application is made.

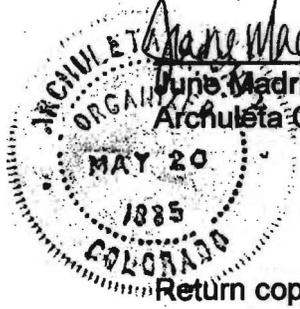
APPROVED AND ADOPTED during a meeting duly and regularly called, noticed, convened and held in Pagosa Springs, Archuleta County, Colorado, this 2nd day of February, 2016.

The Board of County Commissioners
Archuleta County, Colorado

ATTEST:

June Madrid by Tonya McLane
June Madrid, Deputy Clerk
Archuleta County Clerk and Recorder

[Signature]
Michael Whiting, Chairman



Return copy to Planning Dept.

Rm:
JUNE MADRID
RESOLUTIONS



1

RESOLUTION 2016 - 11

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF ARCHULETA COUNTY, COLORADO, TO ALLOW THE INCREASE
OF ACTIVE VOTERS IN ELECTION PRECINCTS 6, 7 AND 8**

WHEREAS, the County has the authority pursuant to C.R.S. §1-5-101(3) to establish one precinct for every one thousand five hundred active eligible electors. However, the Clerk and Recorder, subject to approval by the Board of County Commissioners, may establish one precinct for every two thousand active eligible electors; and

WHEREAS, the Board of County Commissioners of Archuleta County, Colorado, feels it advisable due to the population growth, to establish one precinct for every two thousand voters for election precincts 6, 7 and 8; and

WHEREAS, the Board of County Commissioners of Archuleta County, Colorado, feels it is advisable and desirable to set up a committee to study and determine changes to precinct boundary lines contained in the County due to population increases and changes; and

WHEREAS, pursuant to C.R.S. 1-5-103 et seq. the deadline to make changes to precinct boundary lines in a partisan election year has passed. This committee will be established by the Clerk & Recorder in January of 2017.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners as follows:

1. Pursuant to the constraints of C.R.S. §1-5-101(3), the Board of County Commissioners of Archuleta County, Colorado, hereby establish the population for election precincts 6, 7 and 8 as two thousand (2,000) active eligible elector.
2. The Board of County Commissioners hereby directs the Clerk and Recorder to set up a committee to study changes in precinct population and recommend changes. The committee shall make recommendations to the Board no later than May 1, 2017.

APPROVED AND ADOPTED this 2nd day February, 2016 in Pagosa Springs, Archuleta County, Colorado.

ATTEST:

 June Madrid, Clerk & Recorder

**BOARD OF COUNTY COMMISSIONERS
ARCHULETA COUNTY**


Michael Whiting, Chairman

Rtn: June Madrid - Resolutions



2

RESOLUTION 2016- 12

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO APPROVING AND DESIGNATING INSTITUTIONS THE COUNTY TREASURER MAY BANK AND INVEST COUNTY FUNDS

WHEREAS, C.R.S. §30-10-707 provides that the County Treasurer is to receive all moneys belonging to the County, from whatsoever source they may be derived, and all other moneys which are by law directed to be paid to the Treasurer. All money received by the Treasurer for the use of the County shall be paid out by the Treasurer only on the orders of the Board of County Commissioners, according to law, except where special provision for the payment thereof is otherwise made by law; and

WHEREAS, C.R.S. §30-10-708 provides that the County Treasurer shall deposit all the funds and moneys that come into the Treasurer’s possession by virtue of the Treasurer’s office in one or more state banks, national banks having their principal offices in this state or, in compliance with Article 47 of Title 11, C.R.S., savings and loan associations having their principal offices in this state, and may invest all or part of the funds and moneys in securities through investment firms meeting the investment requirements established in part 6 of article 75 of title 24, C.R.S. which have theretofore been approved and designated by written resolution of the Board of County Commissioners; and

WHEREAS, the Archuleta County Treasurer has represented to the Board of County Commissioners that she has investigated Peaks Investment Management and Hilltop Securities, Inc., and that each of the entities satisfy the requirements of C.R.S. §30-10-708, C.R.S. §11-47-101 et. seq. and the investment requirements established in part 6 of article 75 of title 24, C.R.S.

NOW, THEREFORE BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO,

- 1. The following banks and savings and loan associations are hereby approved and designated by the Board of County Commissioners as institutions in which the County Treasurer may deposit County funds:

- Bank of Colorado
- Bank of the San Juans, Division of Glacier Bank
- Citizens Bank of Pagosa Springs
- First Southwest Bank
- Rio Grande Savings & Loan
- Wells Fargo Bank, NA

- 2. The following investment firms are hereby approved and designated by the Board of County Commissioners as institutions in which the County Treasurer may deposit County funds:

- Peaks Investment Management
- Hilltop Securities, Inc.

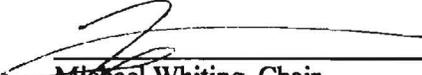
Rln:

JUNE MADRID
RESOLUTIONS



3. The County Treasurer is authorized to participate in the Colorado Local Government Liquid Asset Trust (COLOTRUST) and Colorado Surplus Asset Fund Trust (CSAFE), statutory trusts formed under the laws of the State of Colorado in accordance with the provisions of Parts 6 and 7, Article 24 and Articles 10.5 and 47 of title 11 of the Colorado Revised Statutes regarding the investing, pooling for investment, and protection of public funds.
4. All previous designations and investment firms at which deposits or instruments shall be held by the County Treasurer are hereby superseded by the designation contained in this resolution.
5. This resolution shall become effective immediately upon adoption and shall continue in effect until amended or rescinded by the Board of County Commissioners.

DONE THIS 19th DAY OF JANUARY 2016.



Michael Whiting, Chair

ATTEST:
June Madrid by Tonya Medina
County Clerk June Madrid Deputy clerk

