

## KIT CARSON COUNTY COMMISSIONERS

### MINUTES SEPTEMBER 4, 2013

8:00 A.M. COMMISSIONER WORKSESSION  
8:00 A.M. TODD TROBEE – MSHA/GRAVEL PIT UPDATES  
8:30 A.M. ADMIN SIDE ITEMS  
9:00 A.M. READ MINUTES  
9:30 A.M. REVIEW PAYABLES  
10:00 A.M. REVIEW CONSENT AGENDA FOR APPROVAL  
10:30 A.M. KINDRA MULCH – APPROVAL OF ECHO AWARD LETTERS  
12:00 P.M. LUNCH  
4:00 P.M. CONFERENCE CALL  
5:00 P.M. MEETING TO ADJOURN WHEN BUSINESS IS COMPLETE

#### NEW ITEMS:

#### SIGNATURES:

- Judge Singer letter

#### OLD ITEMS:

#### FYI:

- Auto backing accident in Sheriff's office. Refresher course scheduled Sept. 26<sup>th</sup>
- CHP September 19, 2013 at 10:00 a.m. at the CTSI offices – May call in
- NE Budget meeting Thursday, Sept. 5, 2013 at Akron 10 am
- BOA appeals – Sunman, Safeway, CCA

#### NOTES:

- In December – get bids for slag

Meeting called to order by Chairman Dave Hornung at 10:00A.M. Those present were Dave Hornung, Dave Gwyn, Gary Koop, Paula Weeks, and Della Calhoon.

#### CONSENT AGENDA

- Accounts payables
- Special payroll
- Minutes
- Letter to Judge Singer

Motion to approve consent agenda was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

The Board of County Commissioners recessed and convened as the Board of Health and Human Services at 10:30 A.M.

#### ECHO GRANT

Kindra stated that the ECHO grant had changed since last week and presented the changes. The current grant is in the amount of \$3,000.00 and is to do HR and can go to anyone in the health care arena. Kindra is working on getting a contract with Mountain States to do the HR process. Kindra stated that if the Board of County Commissioners should agree to the Award would need to send a W-9 since this is a Federal program.

The Breast feeding will go through Plains Medical and Plains Medical may work with them on a portion of this program and reimburse the county.

Motion to enter into ECHO grant that will assist with retention of health care providers was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

#### **STIPEND – EMILY SCHROEDER**

Kindra reviewed that she will leave with the Board of County Commissioners a request for a stipend for Emily Schroeder in the amount of \$2,000.00. Will help with an annual report and go to some other health departments and gather information and make an outline for a report. Will help with resubmitting the tobacco grant and get this resubmitted. Will assist with getting an advisory board together and help with a job description and Emily will be here through December, 2013. Master in the Health and Human Services.

Motion to approve stipend for Emily Schroeder in the amount of \$2,000.00 was made by Dave Gwyn, seconded by Gary Koop, motion carried by unanimous vote of Dave Hornung.

#### **PURCHASE ORDER ISSUES**

Kindra stated she had received Paula's email and reviewed that the invoice in question is on the statement this month. Kindra stated that they have the equipment and have been using it since June. Nikki called Total Voice technology and found that they had not been billing and the credit card balance is now zero and there are no outstanding amounts. Kindra stated that they will have the company from now on make an invoice and not use the credit card.

Paula stated that we will not pay off a Purchase Order from this time forward. Kindra reviewed that they do an ENR report and we need to show it on our fiscal year. The State pays on the Purchase Order and Purchase policy since the County established a policy.

#### **PERSONNEL**

Kindra stated that one of the applicants was not able to take a position and will need to re-advertise. Kindra gave a review on the openings. To get in the Child Welfare Training Academy the individual would need 2 years of experience in Human Services.

Program manager – Kindra is negotiating allowing Kindra to cover the supervisory position. Kindra has a staff member who will help with on call.

#### **CHILD HOT LINE**

Child Hot Line will be implemented and rules are being developed. Kindra is not attending any of the meetings. Kindra stated that the County has partnered with surrounding counties should an occurrence happen. Kindra stated that CSP cannot transport children that are not injured and Human Services have to go to the site to get the children.

Kindra stated that the AC on the mini-van is not working all the time. Gary said to take the unit to Burlington Radiator and he can look at the unit.

The Board of Health and Human Services recessed and convened at 11:00 A.M. as the Board of County Commissioners.

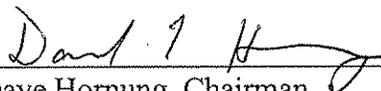
**ORANGE SHEET**

Tom presented orange sheets for the following who have met the trial period:

- 1) Jennifer Long has met the trial period and be raised to \$12.36 per hour with an annual Salary \$25,714.86.
- 2) Annetta Rieber has met the trial period and be raised to \$12.36 per hour with an annual Salary of \$25,714.86.

Motion to approve Annette Rieber and Jennifer Long wage increase with the completion of their trial period was made by Gary Koop, seconded by Dave Gwyn, motion carried by unanimous vote of Dave Hornung.

Meeting adjourned.

  
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Dave Hornung, Chairman

9-18-13  
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Date

