



**Huerfano Board of Human Services  
Huerfano County Department of Human Services  
Minutes: January 21, 2025**

The Huerfano County Board of Human Services regular meeting was held on January 21, 2025. It was called to order at 11:18 am. In attendance were Commissioner Karl Sporleder, Commissioner Jim Chamberlain, and Commissioner Mitch Wardell. Also in attendance were Department of Human Services Director, Dr. Heather Wellman; County Administrator Carl Young, Robert Gilbert, and Kim Trujillo.

**1. AGENDA APPROVAL**

Motion to approve the agenda was made by Commissioner Wardell and seconded by Commissioner Chamberlain.

Voting: Yes: Commissioner Sporleder, Commissioner Wardell, Commissioner Chamberlain

**Motion Passes**

**2. ACTION ITEMS**

**a. Approval: January BHS Minutes**

Motion to approve the minutes with corrections was made by Commissioner Sporeleder and seconded by Commissioner Wardell

Voting: Yes: Commissioner Sporleder, Commissioner Wardell

Abstaining: Commissioner Chamberlin

**Motion Passes SW C abstain**

**b. Approval:DHS January Financials**

Motion to approve the financial reports was made by Commissioner Wardell and seconded by Commissioner Chamberlain

Voting: Yes: Commissioner Sporleder, Commissioner Wardell, Commissioner Chamberlain

**Motion Passes**

**c. Staffing: Approve New Case Manager for Adult Services Unit**

Motion to approve the New Case Manager for Adult Services Unit was made by Commissioner Chamberlain and seconded by Commissioner Wardell

Voting: Yes: Commissioner Sporleder, Commissioner Chamberlain, Commissioner Wardell

**Motion Passes**

**d. Staffing: Approval of temporary overtime**

Motion to approve the temporary overtime was made by Commissioner Wardell and seconded by Commissioner Sporleder.

Voting: Yes: Commissioner Sporleder, Commissioner Wardell, Commissioner Chamberlain

**Motion Passes**

**4. STAFF REPORTS**

**Adult Services Unit**

We are over on LTC Client Max. State recommends 65, Joanna at 75 Hallie at 76 cases. Commodities up and running 106 served in Nov. No outstanding Pars. Required another 17 hours of training on system. APS meeting: Reps from sheriff, senior center, 15 organizations helping with center. Pueblo addition grant, pueblo green chili and turkeys in april. Commodities is no longer on a freeze. APS appreciates the road and bridge and volunteers for their help.

**Assistance Payments Unit**

Fully staffed. Heather P just celebrated 2 years with us. Case load going down, which is average for this time. 24 active nursing home LTC. Heather P is back up to Beth C. for LTC. Working on a new process for LTC. Updated COLA for SSI. Big task. CCCAP still on freeze.

**Child Welfare Unit**

20 open cases, 27 children. 13 in kinship, only 6 in foster and 7 on trail visits with parents. Had a large case load this month. Goal is always to keep kids with the family. Distributed cases differently. Referrals less than normal, typical for time of year. Averaging 6-8 on case loads, little lower than state average. Although we have longer family time requirements due to the age of most of our children. Michelle offering evening family time visits with families. Unit continues to do their own UAs, which is working very well for us. Completed all training to screen for PYP. Implementing safe baby court.3 cases going on currently. Caitlyn is doing a wonderful job. Doing court twice a month. Timeliness and court reports are an area we are working on. Reconstructed the unit, some uncomforableness coming due to changes. Working on improving documentation and times as well as structure. Dreama meeting weekly with Doc to keep things in order. Training this week on how to get better with supporting the case aides in the unit and how to document better.

### **Family Resource Center**

Fully staffed, Steadily moving along, hosting meetings for us. IOG membership meeting there. Participate in FRC association. Had their review which went very well. New trainings they're attending. Hosted staff holiday party. Play group was able to provide 45 gifts for Christmas this year.

### **Operations**

Restructuring the front of the house to help with flow. Working on what positions are needed now that Dr Wellman has been with us for a year and seen how things work. Feb will have some changes to job descriptions. ME review, spent 250+ hours to complete. 22 findings. Last month approved a lot of the cures, awaiting approval for those. Finishing end of year activities. 0-3 child provider has closed in the county. Dr Wellman met with headstart to see how we can support. Still working with providers for the 0-3 year old providers. Freeze started 1/15 for CCCAP. Developing 2025 goals, Will center around contracts and cleaning them up. Developing and revising policies and procedures to follow rule. Building in strong budget and finance process. Improving the office environment. LEAP is open and ready for applications. Refining SOP this year. Hunger relief. In Dec we started tracking with tablets.

### **5. EXECUTIVE SESSION**

**None**

### **6. ADJOURNMENT**

Motion to adjourn at 11:58am was made by Commissioner Chamberlain and seconded by Commissioner Wardell.

Voting: Yes: Commissioner Sporleder, Commissioner Wardell, Commissioner Chamberlain

**Motion Passes**

### **7. UPCOMING MEETINGS**