



AGENDA

Thursday, January 28, 2016

Garden Level Classroom, Eagle County Admin Building

500 Broadway, Eagle, Colorado

CALL IN NUMBER: 877-594-8353

PASSCODE: 23878813#

NORTHWEST LOAN FUND BOARD

9:30 a.m.	1.	Call to Order - Karn Stiegelmeier, Chair	
	2.	Determination of Quorum - Jessica Diaz	
	*3.	ACTION: Minutes of 3/26/2015 NLF Board Meeting	Pgs. 2-3
	4.	Review of 2015 Activity - Anita Cameron, NLF Director	
	*5.	ACTION: Preliminary December 2015 Financials	Pgs. 4-7
10:00 a.m.	*6.	Adjourn NLF Board Meeting	

NWCCOG COUNCIL MEETING

10:00 a.m.	1.	Call to Order & Introductions - Karn Stiegelmeier, Chair	
	2.	Roll Call and Determination of Quorum - Jessica Diaz	
	*3.	ACTION: Minutes of 12/03/15 Council Meeting	Pgs. 8-14
	*4.	ACTION: Preliminary December 2015 Financials	Pgs. 15-25
	*5.	ACTION: Updated Salary Ranges	Pgs. 26-27
	*6.	ACTION: Proposed IT policy	Pgs. 28-34
	*7.	ACTION: Election of Executive Committee municipal members for 2016	
	*8.	ACTION: Election of Officers for 2016	
	*9.	ACTION: Designate County Health Pool Representative	
	10.	DISCUSSION: HB16-1102 Drug Pricing Transparency	Pgs. 35-42
	11.	Program Updates	Pgs. 43-49
	12.	Member Updates	
	13.	New Business	
12:00 p.m.	*14.	Adjourn NWCCOG Meeting / Lunch	

NWCCOG ECONOMIC DEVELOPMENT DISTRICT BOARD

12:30 p.m.	1.	Call to Order - Tom Clark, EDD Board Chair	
	2.	Determination of Quorum - Rachel Lunney	
	*3.	ACTION: Minutes of 8/27/15 EDD Board Meeting	Pgs. 50-53
	*4.	ACTION: Preliminary December 2015 Financials	Pg. 54
	5.	Program Update - Rachel Lunney, EDD Director	Pg. 46-47
	6.	Member Updates	
2:00 p.m.	*7.	Adjourn EDD Board Meeting	

* requires a vote



NORTHWEST LOAN FUND

**Northwest Colorado Council of Governments
Northwest Loan Fund (NLF) Board
Town Hall, Minturn
March 26, 2015**

Board Members:

Betsy Blecha, Jackson County
Patti Clapper, Pitkin County
Tom Clark, Town of Kremmling
Tom Connolly, Town of Frisco
Suze Kanack, Town of Walden
Willy Powell, Town of Minturn
Ben Raitano, Town of Dillon
Karn Stiegelmeier, Summit County
Dave Sturges, Town of Glenwood Springs

Others Present:

Mark Campbell, Town of Kremmling

NWCCOG Staff:

Anita Cameron
Alissa Hack
Liz Mullen
Nate Walowitz

Call To Order:

Karn Stiegelmeier, Chair, called the Northwest Loan Fund (NLF) Board meeting to order at 9:03am. Round table introductions were conducted. A quorum was present.

Approval of Minutes:

M/S/P Ben Raitano/Suze Kanack to approve the January 22, 2015 NLF Board meeting minutes.

2014 Budget Revision:

Liz Mullen explained there is a change to how loans are presented in the financials as recommended by the auditors. Loans made will not be listed as an expense. Instead they will be listed as accounts receivable. The auditors suggested bringing the revised 2014 budget revision back to the Council for approval.

M/S/P Ben Raitano/Patti Clapper to approve the 2014 budget revision as presented.

December 2014 Financials:

Liz noted the comparison between 2013 and 2014 balance sheets to highlight the dramatic change within the Northwest Loan Fund. The Northwest Loan Fund is nearly able to cover its operating costs with the administrative funds allowed through the grant.

M/S/P Ben Raitano/Patti Clapper to approve the December 2014 financials as presented.

February 2015 Financials:

Anita provided an overview of the February 2015 financials.

M/S/P Ben Raitano/Patti Clapper to approve the February 2015 financials as presented.

NLF Signature and Authorization Policy:

Liz presented the proposed NLF signature and authorization policy.

M/S/P Ben Raitano/Tom Connolly to approve the signature and authorization policy as presented.

Program Update:

Anita provided an update on the Northwest Loan Fund activity to date.

The meeting adjourned at 9:23am.

Karn Stiegelmeier, NWCCOG Chair

Date

Northwest Colorado Council of Governments
Balance Sheet by Class -8800- Northwest Loan Fund
As of December 31, 2015

01/20/2016

8800- Northwest Loan Fund

ASSETS

Current Assets

Checking/Savings

1015 · NLF 1st Bank Checking 359,530.54

Total Checking/Savings 359,530.54

Accounts Receivable

1115 · NLF Loan Receivable 784,101.95

Total Accounts Receivable 784,101.95

Other Current Assets

1090 · Undeposited Funds 4,696.09

1315 · NLF - Allowance for Loan Loss -12,298.07

Total Other Current Assets -7,601.98

Total Current Assets 1,136,030.51

TOTAL ASSETS 1,136,030.51

LIABILITIES & EQUITY

Equity

3000 · Fund Balance

3100 · NLF Net Assets 250,976.69

Total 3000 · Fund Balance 250,976.69

3900 · Retained Earnings 340,872.85

Net Income 544,180.97

Total Equity 1,136,030.51

TOTAL LIABILITIES & EQUITY 1,136,030.51

Budget vs Actual - 8800 - Northwest Loan Fund

December 2015

1:37 PM

01/20/2016

Accrual Basis

	<u>Jan - Dec 15</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense				
Income				
4770 - Loan Recovery	1,610.79	1,500.00	107.39%	1,500.00
4000 - Grant Income				
4250 - Administration	86,491.00			
4200 - State Grant Income	540,571.00	625,902.00	86.37%	625,902.00
Total 4000 - Grant Income	627,062.00	625,902.00	100.19%	625,902.00
4620 - Reimbursed Expenses	387.00			
4720 - Revolved Interest				
4722 - Loans made after 1/1/14	25,050.15			
4721 - Loans made prior to 12/31/13	656.78			
4720 - Revolved Interest - Other	0.00	24,737.00	0.0%	24,737.00
Total 4720 - Revolved Interest	25,706.93	24,737.00	103.92%	24,737.00
4730 - Origination Fee	10,674.00	11,000.00	97.04%	11,000.00
4820 - Interest Income	0.00	400.00	0.0%	400.00
Total Income	665,440.72	663,539.00	100.29%	663,539.00
Gross Profit	665,440.72	663,539.00	100.29%	663,539.00
Expense				
6100 - Payroll Expenses				
6112 - Program Director	64,537.92	64,538.00	100.0%	64,538.00
6131 - Office Wages	630.38	750.00	84.05%	750.00
6210 - Taxes & Benefits	14,488.07	14,524.00	99.75%	14,524.00
Total 6100 - Payroll Expenses	79,656.37	79,812.00	99.81%	79,812.00
6130 - Meeting Expense	61.08			
6520 - Outside Contract				
6421 - Fiscal Assistant Expense	1,925.00	2,160.00	89.12%	2,160.00
6510 - Contractor	1,915.21	1,500.00	127.68%	1,500.00
Total 6520 - Outside Contract	3,840.21	3,660.00	104.92%	3,660.00
6610 - Office Supplies	2,080.66	3,000.00	69.36%	3,000.00
6640 - Postage	415.30	400.00	103.83%	400.00
6650 - Printing & Publications	414.83	500.00	82.97%	500.00
6660 - Advertising Expense	772.81			
6680 - Dues & Subscriptions	1,160.02	1,100.00	105.46%	1,100.00
6720 - Rent & Utilities	2,344.32	2,344.00	100.01%	2,344.00
6730 - Telephone Expense	686.16	720.00	95.3%	720.00
6740 - Repair & Maintenance	0.00	200.00	0.0%	200.00
6930 - Bad Debts - written off	12,768.29	13,090.00	97.54%	13,090.00
7120 - License & Permits	457.30	500.00	91.46%	500.00
7130 - Travel & Meeting	7,428.72	6,000.00	123.81%	6,000.00
7150 - Training & Technical Assistance	0.00	200.00	0.0%	200.00
7320 - Pass-Through Funds				
7364 - Education/ Public Info	171.00			
7320 - Pass-Through Funds - Other	0.00	0.00	0.0%	0.00
Total 7320 - Pass-Through Funds	171.00	0.00	100.0%	0.00
7910 - Indirect Cost Allocation	8,002.68	8,000.00	100.03%	8,000.00
7920 - Administration Expense	1,000.00			
Total Expense	121,259.75	119,526.00	101.45%	119,526.00
Net Ordinary Income	544,180.97	544,013.00	100.03%	544,013.00
Net Income	544,180.97	544,013.00	100.03%	544,013.00

Northwest Loan Fund OPEN CONTRACT FUNDS Portfolio 12-31-15

	Loan Date	Original Amount	Current Balance		Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Personal Guaranty
1	5/6/2014	\$ 50,000.00	PAID IN FULL		Five/Three	\$951	12/31/2014	\$ 45,474.29	5/6/2017	5.25%	Yes
2	5/14/2014	\$ 40,000.00	\$ 34,877.88		Ten/Five	\$430	12/3/2015	\$ 282.00	5/14/2019	5.25%	Yes
3	6/5/2014	\$ 20,000.00	\$ 17,741.57		Ten/Three	\$215	12/24/2015	\$ 64.72	6/5/2017	5.25%	Yes
4	10/16/2014	\$ 95,000.00	PAID IN FULL		Ten/five	\$1,022.85	12/8/2014	\$ 94,614.44	10/17/2019	5.25%	Yes
5	10/16/2014	\$ 51,500.00	\$ 43,965.02		Five/skip May Jun	\$967.67	11/19/2015	\$ 790.51	10/17/2019	4.75%	Yes
6	12/5/2014	\$ 96,000.00	\$ 80,468.78		Five/Five	\$1,828.00	12/14/2015	\$ 1,329.61	12/5/2019	5.25%	Yes
7	12/31/2014	\$ 52,000.00	\$ 47,900.56		Seven/Three	\$744.00	12/31/2015	12/21/2015		5.25%	
8	2/27/2015	\$ 60,000.00	\$ 50,451.83		44 months	\$1,505.00	12/28/2015	\$ 1,301.22	10/19/2018	5.25%	Yes
9	4/22/2015	\$ 11,400.00	\$ 10,435.50		Five	\$217.00	12/24/2015	\$ 172.05	4/22/2020	5.25%	Yes
10	4/22/2015	\$ 86,000.00	\$ 86,000.00		77/36 months	\$1,300.00	10/16/2015	\$ -	4/22/2018	5.25%	Yes
11	4/22/2015	\$ 75,000.00	\$ 72,484.38		Five	\$1,430.00	10/2/2015	\$ 1,156.40	4/22/2020	5.25%	Yes
12	6/18/2015	\$ 80,000.00	\$ 76,059.00		Five/Three	\$1,522.00	12/24/2015	\$ 1,184.06	6/18/2018	5.25%	Yes
13	7/29/2015	\$ 35,000.00	\$ 32,891.23		42 months	\$915.00	12/3/2015	\$ 762.86	2/3/2019	5.25%	Yes
14	8/25/2015	\$ 20,000.00	\$ 18,516.47		36 months	\$606	12/21/2015	\$ 514.41	10/25/2018	5.25%	Yes
15	9/23/2015	\$ 80,000.00	\$ 79,271.33		Five/Three	\$1,522.00	12/1/2015	\$ 728.67	9/23/2018	5.25%	Yes
16	10/7/2015	\$ 40,000.00	\$ 39,396.50		Five/Three	\$971.00	12/10/2015	\$ 603.50	10/7/2018	5.25%	Yes
		\$ 891,900.00	\$ 690,460.05								

Northwest Loan Fund REVOLVED FUNDS Portfolio - 12-31-15

	Loan Date	Original Amount	Current Balance	Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate
5	4/9/2008	\$ 25,000.00	\$ 5,800.00		\$300.00.	12/30/15	\$300	3/15/2010	0.00%
20141223	12/30/2014	\$ 95,000.00	\$ 87,841.90	10/5 year	\$1,022.85	12/28/15	\$649	12/30/2019	5.25%
			\$ 93,641.90						

**Northwest Colorado Council of Governments
Council Meeting
Conference Call
December 3rd, 2015**

Council Members:

Betsy Blecha, Jackson County
Brodie Boilard, Town of Frisco *(For Tom Connelly)*
Patti Clapper, Pitkin County
Tom Clark, Town of Kremmling
John Hoffmann, Town of Carbondale
Jeanne McQueeney, Eagle County
Jeff Shroll, Town of Gypsum
Karn Stiegelmeier, Summit County
Jim White, Town of Grand Lake

Others Present:

Mark Campbell, Town of Kremmling

NWCCOG Staff:

Barbara Green
Liz Mullen
Amanda Rens-Moon
Nate Walowitz
Lane Wyatt

Call To Order:

Karn Stiegelmeier, Chair, called the NWCCOG Council meeting to order at 10:16 a.m. Roll call was taken, and a quorum was present.

Approval of Minutes:

The Council reviewed meeting minutes from the October 22nd, 2015 conference call.

M/S/P Tom Clark /John Hoffmann to approve the October 22nd, 2015 meeting minutes as presented.

October 2015 Financials:

Liz Mullen presented the October 2015 financials.

Liz stated that the Elevator Inspection Program (EIP) is recovering from investments made early in the year. Their financials are now positive.

Regional Business is awaiting reimbursement from both Technical Assistance Grants and the September Broadband Grant, which will help defray some of the negative numbers.

The Northwest Loan Fund (NLF) is performing well, but Liz reminded the Council that the auditors requested that NWCCOG show all loans as assets. NLF will hold a Public Hearing in Eagle County on December 8th, 2015, to renew the CDBG grant for an additional \$650K in funding. The NLF has already loaned out the entire \$1M allocated over the last 2 years. Liz also relayed information from Anita Cameron, Director of Business Lending. She stated that on the Open Contract Loans report, Loan 10 made a payment in October. Due to late payment, the entire payment went to interest, so it does not show as reducing the principle amount on the loan. Liz, also, outlined information on the Revolved Funds Portfolio. The loan made prior to Anita, is making an effort at repayment. The other loan was a loan Anita was able to make from the revolved funds, and it is wonderful to see the Loan Program working as designed.

M/S/P John Hoffmann/Tom Clark to approve the October 2015 financials as presented.

Proposed 2015 Budget Revisions

The auditors require that NWCCOG have an approved budget that is within 10% of actuals, so NWCCOG completes budget revisions in December. Liz presented the proposed budget revisions.

The Alpine AAA had to de-obligate \$139K and return it to the State. The State re-allocates these funds across the state, with some funding returning to Alpine AAA.

There was some confusion regarding the Colorado Health Foundation (a grant Alpine AAA received) and Connect for Health Colorado funding. This was corrected.

The Economic Development District (EDD) received the Rural Economic Development Initiative (REDI) grant for the Kitchen Incubator Feasibility Study. Receipt of this funding was unexpected, and it requires a budget revision.

EIP experienced a transitional year with new employees and the implementation of the 5-year witnessing requirements, so budgetary adjustments were required.

Regional Business also required a budget revision. Liz explained that the DOLA grant for the Broadband Coordinator position was extended to the end of June, but did not have enough funds remaining to cover the Broadband Coordinator's salary past March. Prior DOLA grants only required 2 months to re-apply for funding. Liz started the process in April (based on guidance from the State,) and expected grant approval in June. Unfortunately, DOLA did not approve this grant until September, leaving a 5-month deficit in funding. Regional Business will need to fill this gap with reserve funds. Liz reassured the Council that even after covering the deficit, reserve funds remain \$50K over the required 10% reserve. This was a learning experience. In the future, Liz will ask the Council to approve the grant request in August, and she will submit the grant in December, to ensure a full 6 months for application processing and funding.

Finally, Weatherization, Regional Transportation Coordinating Council (RTCC), and Watershed Services received additional funding, so NWCCOG made the appropriate adjustments.

M/S/P Tom Clark/Jim White to approve the 2015 Budget Revisions as presented.

2016 NWCCOG Budget

Liz presented changes to the draft budget since the October 22nd, 2015 meeting. She noted that Alpine AAA has increases in revenue and corresponding increases in expenditures. She also mentioned that Northwest All Hazards Emergency Management Region's (NWAHEMR) budget dropped by \$170K, as the group expects to spend contract funds before the end of the 2015 Fiscal Year, and these expenses will not carry over.

Liz also mentioned that the EDA provides funding for the EDD. Typically, the EDD has received \$61K, which is matched through dues. EDD received an email stating that they would receive \$70K. However, on December 2nd, 2015, EDD received a second email negating the first and correcting the award amount to \$66K the date before this meeting. EDD will make this adjustment to the 2016 budget.

Tom Clark directed the Council to a correction on page 39 of the budget for QQ carryover. The budget shows \$125K was incorrectly added, instead of subtracted. NWCCOG will make these changes.

Patti Clapper remarked that there might be changes necessary for the Colorado Bark Beetle Cooperative (CBBC). She attended the last meeting in Breckenridge, and the group is refocusing their efforts. They are scheduling a large strategic planning meeting in the spring, and they hope to complete a gap analysis to avoid redundancy and refocus efforts. They are also looking at opportunities to communicate with legislators to ensure ongoing funding.

M/S/P Tom Clark/Patti Clapper to approve 2016 NWCCOG Budget with above corrections.

Proposed Letter to EPA

This letter is from NWCCOG, due to the 208 plan. Lane presented background information regarding the letter. He stated that the letter is truly from Watershed Services, and it was initiated by the positive working relationship that Summit County has experienced with the EPA, as well as many other projects across the region. He mentioned that the EPA spent \$3M on the successful Pennsylvania Mine cleanup and assisted with bridge repair for the Town of Montezuma. In the wake of the EPA's difficulties regarding the Silverton mine, it was felt that the EPA should hear some positive support from our region.

Patti Clapper mentioned that she is glad that the EPA is finally acting appropriately concerning the Smuggler Mine site, and she could support the letter, since that situation has improved.

M/S/P Tom Clark/Patti Clapper to approve the proposed EPA letter of support. Jeff Shroll opposed the letter.

Grand Lake Clarity MOU

The Grand Lake Clarity MOU is the culmination of many years of effort. Lane Wyatt, Co-Director of NWCCOG Water Quality and Quantity Committee (QQ,) presented on the technical aspects of the Grand Lake MOU. He stated that Grand Lake is the largest natural lake in Colorado. Rocky Mountain National Park and Arapahoe National Recreation Area border it. Grand Lake feeds into nearby Shadow Mountain Reservoir, which is shallow and tends to grow algae and other impurities. These impurities are pushed into Grand Lake every time water is pumped to the Denver Metro Area via the Adams tunnel. These impurities have affected the water clarity of Grand Lake for over 50 years. In 2008, Grand County, NWCCOG, and the Greater Grand Lake Shoreline Association asked the State for a clarity standard. This was revolutionary request. Clarity was determined by viewing a Secchi disk (a black and white disk) in the water and measuring the depth at which it became obscured. Prior to the testing, pumping was withheld for 7 days, and a standard of 4 meters was established. Later, the measurements of clarity data points increased from 27 to over 2,000. This helped create an alternative to the 4 meters standard to establish goals and determine operational solutions. With this information and many hours of work, stakeholders were able to collaborate to determine an attainable clarity target for Grand Lake.

Barbara Green, Counsel for NWCCOG QQ, spoke to the language of the MOU. She stated it was the culmination of nearly 50 years of effort. It is groundbreaking, as it is an attempt to make changes in collaboration, as opposed to litigious efforts. This philosophy of cooperation will help protect Grand Lake, as structural improvements are evaluated. This MOU creates clarity targets, as opposed to

standards, to ensure that clarity is not an average of only a few extreme (high/low) data points. This MOU will replace the “Umbrella Agreement” created 5 years ago, where stakeholders agreed to work together to find an acceptable solution. NWCCOG, as the 208 agency, will be a primary signer for the MOU. The 208 agency is tasked with the responsibility of maintaining water quality in the region, and it provides cohesiveness immune to changes in political climate.

Patti Clapper remarked that this MOU does not assign responsibility for funding, and each agency will remain responsible for their own incurred costs.

Jim White, Town of Grand Lake, stated that the Grand Lake Clarity MOU process has been amazing to watch, as it is extremely complicated and has required significant dedication.

M/S/P Tom Clark/Jeff Shroll to approve signing the Grand Lake Clarity MOU.

Approval of AAAA Funding Providers for State Fiscal 2016

Liz presented the list of provider funding determined by the Alpine AAA Regional Advisory Committee (RAC.) This money comes from the Older Americans Act and the Older Coloradans Act. These funding determinations were the culmination of many months of work by the RAC’s Grant Review Committee. Alpine AAA created an RFP, providers submitted proposals, and the RAC Grant Review Committee determined project funding, which the full RAC later approved. In addition to the awards on the report, two agencies appealed the RAC’s decision, and Alpine AAA awarded funding to these agencies as well. These agencies were Summit County for Public Information (\$6750,) and Grand County Rural Health for Options Counseling (\$16,210.) The additional funding for these projects comes from funding that was de-obligated and returned to Alpine AAA.

Previously, Alpine AAA approved provider services contracts for June 2015-December 2015. The new contracts will run from January 2016-June 2016 to complete the State Fiscal Year, and they allow for an additional year of funding from July 2016-June 2017, pending continuation of funding to the NWCCOG from the State. Alpine AAA requested that the NWCCOG Council approve the funding determinations to provide an additional layer of oversight and accountability.

Liz clarified that in the summer of 2015, Alpine AAA had to de-obligate \$139K. This was due to a combination of issues. Going forward, Alpine AAA will track the funding spend down more closely on a month-to-month basis, to avoid future de-obligations and high reimbursement requests in July.

The NWCCOG Council appreciated the work put into this process by Alpine AAA and the RAC, and agreed that approving the Alpine AAA provider funding allows for an added layer of oversight and protection.

M/S/P Patti Clapper/Tom Clark to approve the revised AAAA funding for providers.

Permission to Sell a Weatherization Van

Liz informed the Council that the Weatherization Program would like to sell a 2004 GMC Savana Van. NWCCOG purchased this van with ARRA Funding, but it is no longer needed. As the van is valued at less than \$5K, NWCCOG does not have to return it to the Department of Energy, and NWCCOG can sell the van and utilize the funds for new tools. This will reduce parking issues, insurance costs, and be more beneficial for the Weatherization Program.

NWCCOG policy states that the Council must approve the sale of any item over \$1K. NWCCOG will advertise the van to the public and sell it through a sealed bid process.

Council requested that a minimum bid of \$2K, be required.

M/S/P Tom Clark/Patti Clapper to approve the sale of the Weatherization van, with minimum bid of \$2K.

Proposed 2016 Meeting Schedule

Liz presented the proposed 2016 NWCCOG Council schedule, with meetings on the 4th Thursday, every other month. NWCCOG scheduled in-person meetings for January, May, and August along the I-70 Corridor.

Patti Clapper stated that NWCCOG should look at having meetings outside of the I-70 Corridor, in order to bring all membership agencies back to the table and provide informed and equitable representation. The Council recommended that all sites have a phone-in option but reflected that face-to-face meetings truly build rapport.

The Council recommended keeping the proposed schedule as is and adding a face-to-face meeting in Walden for July.

M/S/P Tom Clark/John Hoffmann to approve the 2016 meeting schedule, with the addition of July 28th, 2016 meeting in Walden.

Program Updates:

Technical Assistance Grants: Liz reported that Frisco, Red Cliff, Grand Lake, and Steamboat Springs have completed their projects and requested reimbursement. Jackson County anticipates completion by the end of December. Liz will check on the progress of Glenwood Springs, as they have until the end of the month to complete their project. This is a reimbursement contract, where NWCCOG pays the grantee and DOLA reimburses NWCCOG.

Alpine Area Agency on Aging:

There are many changes in the Alpine AAA. Jean Hammes put in her resignation, and NWCCOG hired Erin Fisher as Director, through an internal process. Erin has a Masters in Gerontology, and she will be an excellent fit for the position. Jean's last day is December 15th, 2015. She requested not to have a party, and NWCCOG will send an email outlining a different way to recognize Jean's outstanding work and passionate for the Alpine AAA.

This leaves a vacancy for the Alpine AAA Program Specialist position. NWCCOG posted the position internally and has one applicant. Interviews are Friday.

Broadband Projects:

Many jurisdictions passed SB152 exemptions by large majorities, showing that constituents want local government in charge of broadband in their region.

Nate Walowitz is working on many projects. CenturyLink accepted the CAFII funding and completed meetings with all NWCCOG participants on November 3rd, 2015. Nate will meet with the Steering

Committee to discuss launching a data collection project for 2016. He hopes this will help quantify accomplishments and match with Mid-States Consulting Data from 2013.

Economic Development District (EDD):

The Kitchen Business Incubator study is complete. Trent Owens with the SBDC did a wonderful job. He recommended collaborating with an existing commercial kitchen to defray upfront capital costs. There is a caterer with a commercial kitchen available for rent, and kitchen rental time would be augmented with business classes and training for participants. It is recommended that the next step come through the SBDC, and this project will be presented to the SBDC's newly formed advisory council. There are several options for initial funding, and it is anticipated that a grant and program manager will be necessary.

Also, the 2016 DOLA grant was awarded for \$50K. The Council allocated half the funding for a web-based CEDS, and the other half of the funding for a senior services gap analysis.

Weatherization/Energy Management:

The Weatherization Program filled their final vacancy for the Silverthorne office, yesterday. He will start on Monday. The program is fully staffed and anticipates increasing production. The Weatherization Program is currently working on the Riverview Apartments in Eagle County, which is scheduled for completion next month. Finally, the Weatherization Program received an additional \$90K in re-allocated funds, which will yield an additional 9 units around the region.

Regional Transportation Coordinating Council (RTCC):

The RTCC is participating in Colorado Gives Day on December 8th, 2015. On Colorado Gives Day, all fees are waived. Interested participants can schedule donations early. Per reports from other nonprofits, the first years is the most challenging.

Member Updates:

Town of Carbondale: John Hoffmann reported on a new paving process, where 8 machines work in tandem to quickly remove and repave up to 2 driving lanes. Unfortunately, at this time it does not allow for repaving of bicycle lanes and shoulders. However, he remarked that Grand Junction remedied this by the creation of an additional lane of traffic for bicycles and pedestrians. John Hoffmann further reported that the Town of Carbondale has lowered the number of square feet required to qualify as housing. The minimum is now 200 feet. This allows for the "tiny home" industry.

Pitkin County: Patti Clapper discussed the future large capital projects planned for Pitkin County, including the County Facility Building, the Airport, and City of Aspen Police Department. She also remarked on the remodeling of the library and its opening in the early spring with increased security for the children's area.

Summit County: Karn stated that the 5A renewal of housing authority funding passed by a 75% majority. This was a renewal in perpetuity, but it is not enough to resolve the affordable housing challenges. Vail Resorts is now in need of affordable housing for workers, and Summit County hopes that they will be coming to the table with additional funding for affordable housing.

Summit County recently submitted an RFP for broadband consulting to provide a comprehensive review and determine needs. Summit County hopes to receive \$25K in grant funding for this analysis.

Summit County completed several capital projects including the Breckenridge Library and Community Center. This was a partnership with Summit County and the Town of Breckenridge through DOLA funding. This allowed for the restoration of a 100-year-old building with great meeting rooms.

Town of Kremmling: Tom Clark informed the Council that the north portion of the Highway 9 construction project is complete, and construction has shut down for the winter. The project features the first wildlife overpass in Colorado. Construction will begin again in April, and it will include another overpass and two additional underpasses.

Kremmling experienced their best ever third quarter sales tax collection, and Kremmling completed their 15 year water treatment plant project. In addition, Kremmling has new signage on Highway 9 and highway 40.

Eagle County: Jeanne McQueeney stated that Eagle County is also facing a housing crisis. The Housing Director will reach out to Vail Resorts to see what is anticipated for the newsworthy \$30M, allocated for affordable housing. Eagle County hopes Vail Resorts will allocate some of that funding to Eagle and throughout our region.

Jackson County: Betsy Blecha reported that the Routt County Powder Riders requested assistance with parking lot improvements on Rabbit Ears Pass for snow machine parking. Jackson County provided in-kind dirt work for this project, and they enlarged the parking lot and moved it further off the highway. She also reported that the North Park High School Girls' Volleyball Team was recognized for having the highest GPA in the state.

New Business: None.

Adjournment:

M/S/P Patti Clapper/Tom Clark to adjourn meeting at 12:02 p.m.

Karn Stiegelmeier, NWCCOG Chair

Date

Northwest Colorado Council of Governments
Summary Balance Sheet
 As of December 31, 2015

12:11 PM
 01/21/2016
 Accrual Basis
 Dec 31, 15

ASSETS	
Current Assets	
Checking/Savings	891,746.83
Accounts Receivable	1,044,473.13
Other Current Assets	410,555.56
Total Current Assets	2,346,775.52
Fixed Assets	1,028,660.37
TOTAL ASSETS	<u>3,375,435.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	17,066.80
Credit Cards	3,147.18
Other Current Liabilities	524,814.02
Total Current Liabilities	545,028.00
Long Term Liabilities	616,408.21
Total Liabilities	1,161,436.21
Equity	2,213,999.68
TOTAL LIABILITIES & EQUITY	<u>3,375,435.89</u>

NWCCOG

STATEMENT OF REVENUES AND EXPENDITURES 12/31/15

100% of the year

Beginning of
Year
RESERVED
PROGRAM
FUNDS

	2015 REVENUE BUDGET	REVENUE YTD ACTUAL	REVENUE BUDGET TO ACTUAL	2015 EXPENSE BUDGET	EXPENSES YTD ACTUAL	EXPENSES BUDGET TO ACTUAL	2015 NET BUDGET	REVENUES OVER EXPENSES ACTUAL	Beginning of Year RESERVED PROGRAM FUNDS
COG PROGRAM FUNDS									
Core Programs									
REGIONAL BUSINESS	402,554	401,823	100%	474,427	472,424	100%	(71,873)	(70,600)	
Regional HUB-C4HCO	46,151	44,688	97%	46,151	46,151	100%	0	(1,463)	
ELEVATOR INSPECTION	539,650	551,836	102%	513,810	505,440	98%	25,840	46,396	22,500
COLORAD HEALTH FOUNDATION	0	110,061		0	6,401		0	103,660	
RSVP-VOLUNTEERS		48,961		0	51,544		0	(2,582)	
SHIP- Insurance Consulting		5,000		0	15,306		0	(10,306)	
SMP		1,250			655			595	
AGE/NUTRITION (non-Grant)	0	0		0	0		0	0	5,504
AGE/NUTRITION(State FY 14/15)	408,576	408,576	100%	408,576	387,623	95%	0	20,953	
AGE/NUTRITION (State FY 15/16)	346,484	250,737	72%	346,484	281,871	81%	0	(31,134)	
AGE/NUTRITION TOTAL	755,060	824,586	86%	755,060	743,401	98%	0	81,185	5,504
WATERSHED SERVICES	32,531	32,531	100%	32,531	19,798	61%	0	12,733	
ECONOMIC DEVELOPMENT DIST	156,411	156,632	100%	156,411	151,249	97%	0	5,383	
WEATHER (non-grant)	0	31,156		0	4,811		0	26,345	
WEATHER (State FY14/15)	661,384	661,384	100%	661,384	661,560	100%	0	(175)	
WEATHER (State FY15/16)	584,402	465,213	80%	584,402	581,666	100%	0	(116,453)	
ENERGY MANAGEMENT TOTAL	1,245,786	1,157,754	90%	1,245,786	1,248,037	100%	0	(90,283)	0
Other COG Programs									
HOMELAND SECURITY	203,058	97,197	48%	203,058	97,197	48%	0	0	
CO BARK BEETLE COOPERATIVE	3,435	3,435	100%	3,435	1,095	32%	0	2,339	
SBDC	0	9,704		0	9,703		0	1	
NWCCoG FOUNDATION	0	18,900		0	19,242		0	(342)	
REGIONAL TRANSPORTATION CC	344,870	386,677	112%	344,870	359,835	104%	0	26,842	
Total COG Program Funds	3,729,506	3,685,763	99%	3,775,539	3,673,571	97%	(46,033)	12,192	28,004
EXTERNAL PROGRAM FUNDS									
WATER QUALITY/QUANTITY	168,932	165,881	98%	168,932	169,607	100%	0	(3,726)	\$125,185
SWQC	62,884	30,884	49%	62,884	26,786	43%	0	4,098	0
Total External Program Funds	231,816	196,766	85%	231,816	196,394	85%	0	372	125,185
Total Program Funds	3,961,322	3,882,529	98%	4,007,355	3,869,965	97%	(46,033)	12,564	153,189
REGIONAL LOAN FUND	663,539	665,441	100%	119,526	121,260	18%	544,013	544,181	593,343
INTERNAL SERVICE FUNDS									
INDIRECT	189,053	191,872	101%	188,995	191,813	101%	58	59	-
COG BUILDING FUND	72,850	73,097	100%	64,660	65,310	90%	8,190	7,787	17,699
MOTOR POOL	37,500	34,164	91%	26,285	25,274	67%	11,215	8,890	38,314
Total Service Funds	299,403	299,133	100%	279,940	282,397	101%	19,463	16,736	56,013
COG FUNDS Subtotal	4,924,264	4,847,102	98%	4,406,821	4,273,621	87%	517,443	573,481	802,545

Date	List of Payments November & December	Program	Amount
11/03/2015	1st Bank Checking	EIP	260.92
11/04/2015	Family Support Registry	Garnishment	181.00
11/04/2015	US Treasury	SPLIT-Payroll	8,127.06
11/05/2015	1st Bank Direct Deposit	SPLIT-Payroll	42,848.91
11/05/2015	A2CL	PROGRAM FUNDS-TRAVEL EXPENSE	483.75
11/05/2015	BHW Associates	SPLIT-Building	2,575.00
11/05/2015	Black Diamond Gourmet	QQ	490.65
11/05/2015	Bower, Barbara	RSVP	80.00
11/05/2015	Briggeman, Elizabeth	RTCC	478.10
11/05/2015	Cancelosi Consulting, LLC	SHSG	2,108.67
11/05/2015	Carr, Linda	RSVP	12.00
11/05/2015	Century Link	SPLIT-Utilities	180.81
11/05/2015	CJ Grove	RSVP	97.97
11/05/2015	Cleghorn, Jill	RSVP	80.00
11/05/2015	Comcast	SPLIT-Utilities	137.85
11/05/2015	Connie Livengood	RTCC	163.88
11/05/2015	Cynthia Meeks	RTCC	39.96
11/05/2015	Donna Gray	RSVP	28.80
11/05/2015	Employee Benefits Corporation	SPLIT-FSA	550.31
11/05/2015	Employee Benefits Corporation	SPLIT-FSA	53.00
11/05/2015	Enterprise Commercial Center Condo Assoc	SPLIT-Building	1,390.57
11/05/2015	Federal Express{vendor}	SPLIT-Overnight mail	183.09
11/05/2015	First Call Communications	SPLIT-WX/EIP	301.00
11/05/2015	Glenwright, Stephanie	RSVP	80.00
11/05/2015	Golden Eagle Senior Apartments	RB	10,838.90
11/05/2015	Goodway Auto Repair LLC	SPLIT- IND/AAA/RTCC	2,496.00
11/05/2015	Infinite	SPLIT-Conference Phone	65.11
11/05/2015	Jean Hammes	AAAA-Reimbursement	137.43
11/05/2015	Keysor, Susie	RSVP	30.00
11/05/2015	Lorraine Vasquez	RSVP	12.00
11/05/2015	McCafferty, Marlene	RSVP	60.00
11/05/2015	Myers, Terry	AAAA	226.55
11/05/2015	NW Colorado Center for Independence	RTCC	61.64
11/05/2015	Palmateer, Paula	RSVP	46.40
11/05/2015	Policastri, Anna	RSVP	48.00
11/05/2015	Quill Corporation	SPLIT- Office Supplies	683.76
11/05/2015	Summit Car Clinic	IND	589.81
11/05/2015	Summit County Building Department	WX	50.00
11/05/2015	Susan Juergensmeier (vendor)	RTCC	156.07
11/05/2015	Weitzel, Diana	RTCC	57.72
11/05/2015	Wyatt, Judy	RTCC	148.74
11/09/2015	Alpine PC	SPLIT-IND/EXT/NLF	675.00
11/09/2015	Ashley Watkins	RTCC	303.40
11/09/2015	Barker, Lucy	RSVP	20.40
11/09/2015	Briggeman, Elizabeth	RTCC	746.85

11/09/2015	Bryant Liles	RTCC	1,086.54
11/09/2015	Colorado Assn of Area Agencies on Aging	AAAA	505.00
11/09/2015	Connie Livengood	RTCC	122.10
11/09/2015	CTS LanguageLink	RTCC	19.78
11/09/2015	Cynthia Meeks	RTCC	1,220.64
11/09/2015	Darin English	RTCC	1,928.57
11/09/2015	Four Sprys Investments	WX	889.40
11/09/2015	Heritage Title Company, Inc.	NLF	26.00
11/09/2015	Linares Calixto, Alberto	RTCC	549.08
11/09/2015	Linda Johnson	RTCC	12.54
11/09/2015	Lowes	WX	584.59
11/09/2015	Miller, Garrison	RTCC	90.28
11/09/2015	North Star Consulting Group	RTCC, RSVP, Regional Bussiness	1,607.75
11/09/2015	NW Colorado Center for Independence	RTCC	171.71
11/09/2015	Rock, Joanne	RTCC	13.32
11/09/2015	Sullivan Green Seavy, LLC	SPLIT-AAAA, Regional Bussiness, QQ	6,259.50
11/09/2015	Summit Bookkeeping & Payroll, Inc	SPLIT-Bookkeeping Services	137.50
11/09/2015	Summit Car Clinic	WX	25.00
11/09/2015	Team Clean	SPLIT- Janitorial Services	194.79
11/09/2015	UNUM Life Insurance CO of America	SPLIT-LIFE INSURANCE	993.73
11/09/2015	US Bancorp Equipment Finance, Inc.	SPLIT-Copier	1,084.16
11/09/2015	Whitford, Barbara	RSVP	173.60
11/10/2015	Petty Cash-Cora Winters	EIP	61.47
11/11/2015	CCOERA	SPLIT-Payroll	2,600.00
11/11/2015	CCOERA	SPLIT-Payroll	15,388.42
11/11/2015	Colorado Department of Revenue	SPLIT-Payroll	2,070.00
11/12/2015	Pitney Bowes	SPLIT-Postage	1,000.00
11/13/2015	Century Link	SPLIT-Utilities	608.56
11/13/2015	Chatterton, Jeannie	RSVP	104.00
11/13/2015	De Anda, Sitali	RTCC	92.87
11/13/2015	Einspahr, Sandra	RSVP	34.40
11/13/2015	Ferguson Enterprises Inc #109	WX	78.67
11/13/2015	Golden Eagle Senior Apartments	RB	8,128.82
11/13/2015	Goodway Auto Repair LLC	WX	2,951.00
11/13/2015	Hagemeyer North America Inc	WX	143.72
11/13/2015	Lucio Rosas Bravo	RTCC	431.05
11/13/2015	Manzanares, Steve	RTCC	208.33
11/13/2015	Nottingham, Nancy	RSVP	55.20
11/13/2015	NW Colorado Center for Independence	RTCC	122.03
11/13/2015	Owens, Trent	EDD	2,500.00
11/13/2015	Smith, Whitney	EDD	513.00
11/13/2015	Sneath, Linda	RSVP	54.00
11/13/2015	Stamp, Laura	RTCC	1,085.00
11/13/2015	Stone, Victoria	RSVP	60.80
11/13/2015	Summit Car Clinic	IND	355.24
11/13/2015	Vernell, Debbie	RSVP	14.00
11/13/2015	Westland Distributing Group	WX	1,422.65

11/19/2015	Family Support Registry	Garnishment	181.00
11/20/2015	1st Bank Credit Card - COG	SPLIT-Credit Card	8,458.84
11/20/2015	1st Bank Credit Card - WX GEO	WX	2,816.89
11/20/2015	1st Bank Direct Deposit	SPLIT-Payroll	42,604.33
11/20/2015	2-Rocky Mountain Pizza Company, LLC	NLF	1,000.00
11/20/2015	American Pride Electric, LLC	WX	424.00
11/20/2015	Castillo, Monica	RTCC	310.80
11/20/2015	Christiansan, Elmer	RSVP	54.40
11/20/2015	Dr. Gregory Adair, DMD	AAAA	843.00
11/20/2015	Dylan J Gibson, D.M.D.	AAAA	259.00
11/20/2015	Employee Benefits Corporation	SPLIT-FSA	550.31
11/20/2015	Employee Benefits Corporation	SPLIT-FSA	403.00
11/20/2015	Granby Dental, PC	AAAA	757.00
11/20/2015	Graves, William	RTCC	79.18
11/20/2015	Gypsum Dental	AAAA	930.00
11/20/2015	Jacobson, Karen	RTCC	71.04
11/20/2015	Lane Wyatt, Inc	QQ	6,719.01
11/20/2015	Lotic Hydrological, LLC	QQ	1,940.83
11/20/2015	McLaughlin, LeighAnn	RTCC	225.07
11/20/2015	Olive, Irene	RSVP	38.64
11/20/2015	Pitney Bowes	SPLIT- Postage	144.07
11/20/2015	Quill Corporation	SPLIT-Office Supplies	458.72
11/20/2015	Reznikoff, Diana	EDD	18.07
11/20/2015	Summit Bookkeeping & Payroll, Inc	SPLIT-Bookkeeping Services	5,998.53
11/20/2015	Summit Bookkeeping & Payroll, Inc	SPLIT-Bookkeeping Services	300.00
11/20/2015	Summit Bookkeeping & Payroll, Inc	SPLIT-Bookkeeping Services	175.00
11/20/2015	Summit Car Clinic	WX	25.00
11/20/2015	The Summit Recycler, Inc	SPLIT- Recycling	50.00
11/20/2015	TJ Dufresne- Vendor	RSVP	447.37
11/20/2015	US Treasury	SPLIT-Payroll	7,389.36
11/20/2015	Wex Bank	SPLIT- Fuel Motor Pool/WX/EIP	3,359.88
11/20/2015	X-cel Energy	SPLIT-Utilities	21.43
11/24/2015	Am Conservation Group, Inc	WX	2,688.20
11/24/2015	Charles D Jones Co	SPLIT-Thermostat	770.61
11/24/2015	Eagle Rock Supply Co	WX	1,673.33
11/24/2015	EMC Plumbing & Heating	WX	2,350.00
11/24/2015	Ferguson Enterprises Inc #109	WX	26.86
11/24/2015	HILTI INC.	WX	392.17
11/24/2015	MD Electric Services, Inc.	WX	2,197.00
11/24/2015	Mountain Heating, Inc.	WX	144.75
11/24/2015	Mr T Hardware & Building Supply	WX	211.39
11/24/2015	Positive Energy	WX	3,316.14
11/24/2015	Sanders True Value	WX	5.06
11/24/2015	The Mountain States Company	WX	2,090.01
11/24/2015	Valley Lumber Co	WX	80.74
11/24/2015	Verizon Wireless Services	SPLIT-Cell Phones	689.98
11/24/2015	Westland Distributing Group	WX	45.99

11/25/2015	Colorado Department of Revenue	SPLIT-Payroll	1,840.00
11/25/2015	Lowe's	WX	1,122.79
11/27/2015	Bade, John	AAAA	71.30
11/27/2015	Chocolate Software, LLC	AAAA	3,702.08
11/27/2015	Colorado Legal Services (v)	AAAA	540.00
11/27/2015	Consortium for Older Adult Wellness	AAAA	1,251.00
11/27/2015	Eagle Co Health & Human Services	AAAA	8,652.00
11/27/2015	Grand County Council on Aging	AAAA	2,552.00
11/27/2015	Grand County Council on Aging	AAAA	91.66
11/27/2015	Grand County Government	AAAA	3,106.00
11/27/2015	Hagen, Betty	AAAA	108.21
11/27/2015	Hendershott, Melaine	AAAA	1,650.00
11/27/2015	Jackson County Council on Aging	AAAA	3,028.00
11/27/2015	Pinnacol Assurance	SPLIT-Worker's Comp	4,798.00
11/27/2015	Pitkin County Senior Services	AAAA	5,967.67
11/27/2015	Pitkin County Senior Services	AAAA	1,125.00
11/27/2015	Summit County Govt	AAAA	1,125.00
11/27/2015	Summit County Senior Services	AAAA	80.00
11/27/2015	To The Rescue	AAAA	758.00
11/30/2015	Laurie Patterson	RTCC	48.15
11/30/2015	NWCCOG	NLF	8,538.20
11/30/2015	Victoria Jarvis		5,098.55
12/01/2015	Benjamin Franklin	WX	1,702.00
12/01/2015	BHW Associates	SPLIT-Building	2,575.00
12/01/2015	Blumke, Rondajan	RTCC	25.16
12/01/2015	Briggeman, Elizabeth	RTCC	497.88
12/01/2015	Bryant, Alton	RTCC	56.98
12/01/2015	Budget Plumbing & Heating	WX	880.89
12/01/2015	C.R. Laurence	WX	55.51
12/01/2015	Chatterton, Jeannie	RSVP	67.30
12/01/2015	County Health Pool	SPLIT-EE Benefits	27,317.28
12/01/2015	De Anda, Sofia	RTCC	189.92
12/01/2015	DelVillar, Mavy	RTCC	542.79
12/01/2015	Denver Winair Co	RTCC	608.74
12/01/2015	Enterprise Commercial Center Condo Assoc	SPLIT-Building	1,390.57
12/01/2015	Erin Fisher-vendor	AAAA	27.64
12/01/2015	George T Sanders	WX	31.52
12/01/2015	Grand County Council on Aging	AAAA	566.71
12/01/2015	Jan Stanko	RTCC	293.07
12/01/2015	MD Electric Services, Inc.	WX	3,329.00
12/01/2015	Mott, Susan	RSVP	57.60
12/01/2015	Olive, Irene	RTCC	13.84
12/01/2015	Town of Grand Lake {vendor}	REGIONAL BUSSINESS	4,525.00
12/01/2015	UNUM Life Insurance CO of America	SPLIT-LIFE INSURANCE	1,020.99
12/01/2015	Westland Distributing Group	WX	275.55
12/01/2015	Whirlpool Contract/Retail	WX	571.00
12/03/2015	Family Support Registry	Garnishment	181.00

12/04/2015	1st Bank Direct Deposit	SPLIT-Payroll	45,207.51
12/04/2015	Employee Benefits Corporation	SPLIT-FSA	550.31
12/04/2015	Laurie Patterson	RTCC	103.74
12/07/2015	Am Conservation Group, Inc	WX	56.00
12/07/2015	Briggeman, Elizabeth	RTCC	869.52
12/07/2015	Bryant, Alton	RTCC	130.24
12/07/2015	Cancelosi Consulting, LLC	SHSG	5,380.77
12/07/2015	Carr, Linda	RSVP	10.40
12/07/2015	Cassidy, Roseanne	RSVP	88.00
12/07/2015	City of Steamboat Springs {vendor}	RB	1,900.00
12/07/2015	Cleghorn, Jill	RSVP	75.20
12/07/2015	Colorado Mtn News Media{vendor}	EDD	499.52
12/07/2015	Comcast	SPLIT-Utilities	138.86
12/07/2015	Dela-Cruz, Mario	RTCC	104.34
12/07/2015	Einspahr, Sandra	RSVP	18.00
12/07/2015	Federal Express{vendor}	SPLIT- SHSG/WX/NLF	181.18
12/07/2015	Ferguson Enterprises Inc #109	WX	422.59
12/07/2015	Four Sprys Investments	WX	889.40
12/07/2015	Gardiner, Marie	RTCC	52.54
12/07/2015	Glenwright, Stephanie	RSVP	74.00
12/07/2015	Goodway Auto Repair LLC	WX	428.12
12/07/2015	Jackson County {vendor}	REGIONAL BUSSINESS	5,000.00
12/07/2015	Klahn, Anne	RSVP	10.00
12/07/2015	Klaschik, Lisa	RSVP	28.00
12/07/2015	Lane Wyatt, Inc	QQ	4,925.98
12/07/2015	Lotic Hydrological, LLC	QQ	412.50
12/07/2015	Miera, Margaret	RSVP	3.60
12/07/2015	Miller, Garrison	RTCC	159.10
12/07/2015	North Star Consulting Group	REGIONAL BUSSINESS	1,077.50
12/07/2015	NW Colorado Center for Independence	RTCC	131.73
12/07/2015	Olive, Irene	RSVP	43.41
12/07/2015	Policastri, Anna	RSVP	48.00
12/07/2015	Rock, Joanne	RTCC	42.92
12/07/2015	Sneath, Linda	RSVP	36.00
12/07/2015	Solorzano, Cleto	RTCC	37.74
12/07/2015	Stamp, Laura	RTCC	5,166.48
12/07/2015	Sullivan Green Seavy, LLC	SPLIT-AAAA, Regional Bussiness, QQ	10,256.60
12/07/2015	Team Clean	SPLIT-Janitorial Services	194.79
12/07/2015	Town of Frisco- Grant		5,000.00
12/07/2015	Town of New Castle	WX	100.00
12/07/2015	US Treasury	SPLIT-Payroll	7,880.28
12/07/2015	Whirlpool Contract/Retail	WX	577.00
12/07/2015	X-cel Energy	SPLIT-Utilities	310.94
12/08/2015	Hack, Alissa	NLF	144.50
12/08/2015	Lowe's	WX	898.00
12/08/2015	The Jackson County Star	NLF	51.20
12/09/2015	Colorado Department of Revenue	SPLIT-Payroll	1,962.00

12/10/2015	1st Bank Credit Card - COG	SPLIT-Credit Card	6,475.64
12/10/2015	1st Bank Credit Card - WX GEO	WX	6,853.22
12/10/2015	Briggeman, Elizabeth	RTCC	81.40
12/10/2015	Bryant, Alton	RTCC	56.98
12/10/2015	Century Link	SPLIT-Utilities	642.15
12/10/2015	Century Link	SPLIT-Utilities	180.06
12/10/2015	Christiansan, Elmer	RSVP	64.40
12/10/2015	Colorado Mtn News Media{vendor}	SPLIT-EDD/WX/NLF	1,379.56
12/10/2015	Copy Copy	RSVP	467.00
12/10/2015	Dela-Cruz, Mario	RTCC	206.82
12/10/2015	DiAnn Butler	EDD	355.48
12/10/2015	Eagle Co Government	EDD	217.34
12/10/2015	Eagle Rock Supply Co	WX	812.06
12/10/2015	Gabriel, Cheryl	RTCC	295.26
12/10/2015	George T Sanders	WX	22.94
12/10/2015	Graves, William	RTCC	49.58
12/10/2015	Jackson, Richard	RTCC	79.88
12/10/2015	John M. Taylor, Jr.	EDD	402.77
12/10/2015	Loya, Margarita	RTCC	60.68
12/10/2015	McCafferty, Marlene	RSVP	56.00
12/10/2015	Mihm, Corry	EDD	402.84
12/10/2015	Olds, Lauren	RTCC	238.28
12/10/2015	Palmateer, Paula	RSVP	103.20
12/10/2015	Rietmann, Jeremy	EDD	298.62
12/10/2015	Rock, Joanne	RTCC	42.92
12/10/2015	Roney, Beatrice	RSVP	28.80
12/10/2015	Stamp, Laura	RTCC	3,575.52
12/10/2015	Steamboat Pilot	NLF	334.13
12/10/2015	Stone, Victoria	RSVP	40.00
12/10/2015	Summit Car Clinic	IND	108.89
12/10/2015	Summit County Govt	FOUNDATION	112.50
12/10/2015	US Bancorp Equipment Finance, Inc.	SPLIT-Copier	1,084.16
12/14/2015	CCOERA	SPLIT-Payroll	15,888.48
12/14/2015	Positive Energy	WX	348.74
12/17/2015	Avila, Jeanette	RTCC	108.78
12/17/2015	Bryant Liles	RTCC	1,027.68
12/17/2015	Bryant, Alton	RTCC	56.98
12/17/2015	CIRSA	WX	486.07
12/17/2015	Clarke, Rose	RSVP	0.80
12/17/2015	DelVillar, Mavy	RTCC	482.48
12/17/2015	Divya, Sara	RTCC	91.76
12/17/2015	Employee Benefits Corporation	SPLIT-FSA	53.00
12/17/2015	Family Support Registry	Garnishment	181.00
12/17/2015	Linares Calixto, Alberto	RTCC	313.76
12/17/2015	Mott, Dave	RSVP	60.00
12/17/2015	Muller, Nancy	RSVP	1.20
12/17/2015	NW Colorado Center for Independence	RTCC	122.97

12/17/2015	The Summit Recycler, Inc	SPLIT-Recycling	50.00
12/17/2015	Wyatt, Judy	RTCC	44.08
12/18/2015	1st Bank Direct Deposit	SPLIT-Payroll	54,311.80
12/18/2015	Colorado Department of Revenue	SPLIT-Payroll	2,511.00
12/18/2015	Employee Benefits Corporation	SPLIT-FSA	550.31
12/21/2015	A2CL	PROGRAM FUNDS-TRAVEL EXPENSE	210.00
12/21/2015	Alpine PC	SPLIT-IND/EIP/NLF/AAAA/WX	1,135.00
12/21/2015	Always Mountain Time LLC	EDD	2,000.00
12/21/2015	Foley, Shannon	EDD	110.08
12/21/2015	Infinite	SPLIT-Conference Phone	155.80
12/21/2015	Pitney Bowes	SPLIT-Postage	144.07
12/21/2015	Quill Corporation	SPLIT-Office Supplies	707.47
12/21/2015	Stapay, Lindsey	EDD	421.26
12/21/2015	US Treasury	SPLIT-Payroll	11,335.76
12/21/2015	Wex Bank	SPLIT-Fuel Motor Pool/WX/EIP	1,949.82
12/21/2015	Whitford, Barbara	RSVP	115.36
12/21/2015	X-cel Energy	SPLIT-Utilities	31.63
12/22/2015	Lowe's	WX	628.00
12/24/2015	Blumke, Rondajan	RTCC	51.17
12/24/2015	Colorado Mtn News Media{vendor}	SPLIT- IND/WX/EDD	285.80
12/24/2015	Connie Livengood	RTCC	1,849.76
12/24/2015	County Health Pool	REGIONAL BUSSINESS	30,010.69
12/24/2015	Grand County Council on Aging	AAAA	1,218.89
12/24/2015	Graves, William	RTCC	51.30
12/24/2015	Loouthis, Janis	RT	152.83
12/24/2015	Manzanares, Steve	RTCC	79.92
12/24/2015	Nelson, Pamela	RTCC	19.24
12/24/2015	NW Colorado Center for Independence	RTCC	29.39
12/24/2015	Palmateer, Paula	RTCC	108.00
12/24/2015	Pinnacol Assurance	SPLIT-Worker's Comp	4,798.00
12/24/2015	Smith, Donna	RTCC	325.60
12/24/2015	UNUM Life Insurance CO of America	SPLIT-LIFE INSURANCE	1,052.13
12/24/2015	Verizon Wireless Services	SPLIT-Cell Phones	714.06
12/29/2015	Eagle Co Health & Human Services	AAAA	6,882.00
12/29/2015	Grand County Council on Aging	AAAA	2,552.00
12/29/2015	Grand County Government	AAAA	3,106.00
12/29/2015	Grand County Rural Health Network	AAAA	4,050.00
12/29/2015	Hendershott, Melaine	AAAA	1,395.41
12/29/2015	Jackson County Council on Aging	AAAA	1,068.09
12/29/2015	Pitkin County Adult & Family Services	AAAA	1,125.00
12/29/2015	Pitkin County Senior Services	AAAA	4,926.00
12/29/2015	Selsor, Albert	AAAA	1,000.00
12/29/2015	Summit County Govt	AAAA	1,462.50
12/29/2015	To The Rescue	AAAA	109.40
12/31/2015	Anita Cameron - vendor	NLF	914.83
12/31/2015	Apré Glass	WX	491.15
12/31/2015	B&B Plumbing & Heating	WX	148.50

12/31/2015	Barrenbrugge, Melissa	RTCC	565.57
12/31/2015	Black Mountain Glass	WX	47.04
12/31/2015	Bonelli, Alisa	RTCC	58.83
12/31/2015	Bryant Liles	RTCC	1,113.32
12/31/2015	Castillo, Monica	RTCC	103.60
12/31/2015	Castle, Desaire	RTCC	479.28
12/31/2015	Chocolate Software, LLC	AAAA	1,881.25
12/31/2015	City of Glenwood Springs {vendor}	RB	7,075.00
12/31/2015	Colorado Legal Services (v)	AAAA	276.20
12/31/2015	Colorado Mtn News Media{vendor}	WX	369.00
12/31/2015	Columbia Industries, Inc.	WX	387.30
12/31/2015	Columbia Industries, Inc.	WX	47.90
12/31/2015	Comcast	SPLIT-Utilities	138.86
12/31/2015	Comfort Dental - GWS	AAAA	222.00
12/31/2015	Comfort Dental - Silverthorne	AAAA	1,662.00
12/31/2015	Connective Systems & Supply Inc.	WX	5,660.79
12/31/2015	Cornerstone Geospatial Consulting	RB	6,075.00
12/31/2015	Crow, Scott	RTCC	417.69
12/31/2015	Dela-Cruz, Mario	RTCC	100.27
12/31/2015	Eagle County Clerk & Recorder	NLF	12.20
12/31/2015	Eagle Rock Supply Co	WX	98.45
12/31/2015	EFI	WX	814.15
12/31/2015	Ferguson Enterprises Inc #109	WX	7.25
12/31/2015	First Call Communications	AAAA	98.00
12/31/2015	Glenwright, Stephanie	RSVP	59.60
12/31/2015	Grant, Piper	RTCC	74.43
12/31/2015	Hack, Alissa	NLF	42.50
12/31/2015	Hagen, Betty	AAAA	123.10
12/31/2015	Hendershott, Melaine	AAAA	750.00
12/31/2015	Hylton Lumber Co	WX	36.75
12/31/2015	Jackson County Council on Aging	AAAA	573.60
12/31/2015	Johnson, Eric	RTCC	68.80
12/31/2015	McGavock, Peg	AAAA	118.34
12/31/2015	McLaughlin, LeighAnn	RTCC	127.68
12/31/2015	Mr T Hardware & Building Supply	WX	76.71
12/31/2015	Mr T Hardware & Building Supply	WX	49.92
12/31/2015	North Star Consulting Group	RTCC	398.75
12/31/2015	NW Colorado Center for Independence	RTCC	91.51
12/31/2015	Pitkin County Senior Services	AAAA	1,041.67
12/31/2015	Quill Corporation	SPLIT-Office Supplies	1,106.39
12/31/2015	Sanders True Value	WX	109.70
12/31/2015	Summit Bookkeeping & Payroll, Inc	SPLIT-Bookkeeping Services	6,398.53
12/31/2015	Summit Car Clinic	IND	93.00
12/31/2015	Summit Car Clinic	IND	81.50
12/31/2015	Summit County Govt	AAAA	562.50
12/31/2015	Summit County Senior Services	AAAA	100.00
12/31/2015	West, Charmaine	RSVP	136.80

12/31/2015	Westland Distributing Group	WX	3,527.59
12/31/2015	Westland Distributing Group	WX	913.32
12/31/2015	X-cel Energy	SPLIT-Utilities	195.99



MEMORANDUM

To: NWCCOG Council
From: Liz Mullen, Executive Director
Date: January 20, 2016
Re: Proposed updates to salary ranges

Attached is the proposed 2016 update to the NWCCOG salary ranges. The previous update was approved by the Council in March 2014.

The proposed changes are highlighted in yellow and include:

- 1) the addition of five positions which did not yet exist in March 2014:
 - Call Center Assistant
 - Health Insurance Assistance Coordinator (SHIP/SMP)
 - Regional Broadband Coordinator
 - Volunteer Program Coordinator
 - Weatherization Program Specialist

- 2) A proposed increase in the cap on the Weatherization Field Supervisor salary range from \$72,250 to \$80,000. This position directly supervises nine employees that work in the field out of two locations (Silverthorne and New Castle) and is responsible for all field work for the weatherization program. The increase in the cap allows NWCCOG to remain competitive for this position.

No changes are proposed for the remaining positions as salaries are well within the current ranges.

Proposed 2016 Salary Ranges

Job Classification	SALARY RANGE		HOURLY RANGE		# Positions
AAA Director	\$56,000	\$84,000			1
AAA Program Specialist	\$40,000	\$60,000	\$19.23	\$28.85	1
Administrative Assistant	\$29,120	\$43,680	\$14.00	\$21.00	1
Economic Development District Director	\$54,860	\$74,860			1
Elevator Inspection Program Director	\$66,000	\$94,000			1
Elevator Inspector (certified)	\$58,677	\$80,517	\$28.21	\$38.71	3
EIP Program Assistant	\$35,360	\$55,670	\$17.00	\$26.62	1
Executive Director	\$100,000	\$150,000			1
Mobility Manager	\$48,000	\$68,000			1
Mobility Program Assistant	\$35,360	\$55,370	\$17.00	\$26.62	1
Call Center Assistant	\$29,120	\$43,680	\$14.00	\$21.00	1
NLF Director	\$50,000	\$75,000			1
Health Insurance Assistance Coordinator	\$40,000	\$60,000	\$19.23	\$28.85	1
Regional Broadband Coordinator	\$50,000	\$85,000			1
Volunteer Program Coordinator	\$40,000	\$60,000	\$19.23	\$28.85	1
Weatherization Field Supervisor	\$48,500	\$80,000			1
Weatherization Auditor/Inspector	\$41,995	\$63,000	\$20.19	\$30.29	3
Weatherization Program Specialist	\$41,995	\$63,000	\$20.19	\$30.29	1
Weatherization Field Worker	\$31,990	\$48,006	\$15.38	\$23.08	6
Weatherization Intake Specialist	\$29,120	\$43,680	\$14.00	\$21.00	1

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POLICIES AND PROCEDURES

DESCRIPTION: Information Technology Policies

Date Adopted:

Date Revised:

Revision Number:

POLICY:

Network Security

Access to the server is restricted to authorized individuals. The Executive Director has the ability and authority to grant and restrict access to specific subdirectories on the server.

Daily Backup Systems

All individual computer drives (“C” drives) are automatically backed up daily to the NWCCOG server using Cobian Backup software. The IT Contractor verifies the Cobian system is working periodically.

The server is backed up daily to the cloud using an I-backup account and/or to alternating external drives. The Administrative Assistant verifies the external drives are backing up properly daily. Recovery of files is accessed via the I-backup files or the external drives.

Password creation

- All passwords should be reasonably complex and difficult for unauthorized people to guess. Employees should choose passwords that are at least eight characters long and contain a combination of upper- and lower-case letters, numbers, and punctuation marks and other special characters. These requirements will be enforced with software when possible.
- In addition to meeting those requirements, employees should also use common sense when choosing passwords. They must avoid basic combinations that are easy to crack. For

instance, choices like “password,” “password1” and “Pa\$\$w0rd” are equally bad from a security perspective.

- A password should be unique, with meaning only to the employee who chooses it. That means dictionary words, common phrases and even names should be avoided. One recommended method to choosing a strong password that is still easy to remember: Pick a phrase, take its initials and replace some of those letters with numbers and other characters and mix up the capitalization. For example, the phrase “This may be one way to remember” can become “TmBOWTr!”.
- Employees must choose unique passwords for all of their company accounts, and may not use a password that they are already using for a personal account.
- All passwords must be changed regularly, with the frequency varying based on the sensitivity of the account in question. This requirement will be enforced using software when possible.
- If the security of a password is in doubt— for example, if it appears that an unauthorized person has logged in to the account — the password must be changed immediately.
- Default passwords — such as those created for new employees when they start or those that protect new systems when they’re initially set up — must be changed as quickly as possible.
- Employees may never share their passwords with any outside parties, including those claiming to be representatives of a business partner with a legitimate need to access a system.
- Employees should take steps to avoid phishing scams and other attempts by hackers to steal passwords and other sensitive information.
- Employees may not use password managers or other tools to help store and remember passwords without the Executive Director’s permission.

Firewall

The firewall is configured to restrict incoming traffic to authorized users and services.

The firewalls are configured to write the log files to the designated system log data storage location. Firewall log files are configured to retain enough information to satisfy the security event reporting requirements.

Anti-Virus

Anti-Virus software is installed and enabled on all NWCCOG desktops, laptops, smartphones, and tablets.

Anti-Virus software is installed and enabled on all servers. For those servers, full system scans are run once per week.

The Administrative Assistant maintains a comprehensive software application inventory that includes the name and version of Anti-Virus software installed on every computer and renewal dates.

Virus definition and scanner engine updates are automatically downloaded from the software vendor and propagated throughout the infrastructure.

If the version installed on the server is out of date or not installed, a work order is initiated to document the resolution.

If the workstation anti-virus database is out of date, the agent is uninstalled, or the workstation is unprotected, a work order is initiated to document the resolution.

Procedure for data breach

If in the monitoring and review process any unusual patterns or potential threats are detected, the IT Contractor notifies the Executive Director of the detection to initiate notification requirements. Normal problem resolution and documentation processes are followed to resolve the issue.

If any NWCCOG staff member suspects a breach in confidentiality has occurred, it should be immediately reported to the Executive Director.

The Executive Director notifies the IT Contractor and the relevant Program Director so appropriate measures may be taken to secure the impacted systems and data.

If it is suspected the breach was created by intentional staff misconduct, the Executive Director begins an investigation.

The IT Contractor informs the Executive Director of the intended actions to address the cause of the breach.

If appropriate, the Executive Director will notify the NWCCOG Council Officers.

Use of NWCCOG network

The NWCCOG supports a Wide Area Network. E-mail within NWCCOG's network is for work related correspondence among people who have accounts ("Users").

1. The Executive Director or a designate will be responsible for creating, maintaining and deleting e-mail accounts.
2. E-mail should be used for business related information only.
3. The use of e-mail is subject to monitoring at any time. Any User found using the e-mail for use outside of the NWCCOG's purposes can lose their e-mail privileges and,

depending on the extent and/or nature of the misuse, can be subject to disciplinary action.

4. The following may not be sent or distributed by any Employee of the NWCCOG via e-mail under any circumstances:
 - a. No confidential data should be sent outside of the office via e-mail unless the source(s) are completely a trusted source;
 - b. Written or pictorial discriminatory slurs (even in joke form);
 - c. Written or pictorial sexual harassment;
 - d. Distribution of NWCCOG data/material without authorization;
 - e. Distribution of copyrighted material;
 - f. Any other written or pictorial data containing obscene, pornographic, violent or hate propaganda;
 - g. Distribution of any material or personal opinion related to political or religious beliefs or issues;
 - h. Bulk e-mail (UBE, AKA SPAM).
5. It is the responsibility of the individual users to provide good housekeeping of their e-mail files.
6. E-mail correspondence, at all times, will be professional in tone. Abusive, fraudulent, harassing or obscene message and/or materials shall not be sent from, to, or stored on NWCCOG systems. At all times, generally accepted standards of e-mail etiquette are expected.
7. Making copies of system configuration files for personal use or to provide to a user external to the NWCCOG is forbidden, as is downloading or installing security programs that reveal weaknesses in systems security. For example, NWCCOG users shall not run password-cracking programs.
8. Individuals are not to share accounts or passwords except when specifically delegated.
9. Individuals shall not purposely engage in activity with the intent to circumvent NWCCOG security measures or gain access to NWCCOG systems for which proper authorization has not been given.
10. All e-mail correspondence should be treated with the same care and diligence applied to hard-copy memoranda.
11. When sending messages, Users shall identify themselves clearly and accurately. Sending anonymous or pseudonymous messages is strictly forbidden.
12. Permission for equipment usage for personal reasons will be upon the approval of the Executive Director.
13. If approval has been obtained for personal use, all work will be performed on the Employee's lunch break or after hours, if appropriate.

14. If the work includes extensive use of any printer, the Employee will be asked to reimburse NWCCOG at a rate determined by the Finance Department.
15. It is the responsibility of direct supervisors to monitor personal usage of any computer.

Use of Software

It is the policy of the NWCCOG to respect the proprietary rights of a computer software developer. As a user, you are required to comply with the license agreements associated with the computer software products. Permitted activities in license agreements vary from product to product. Generally, the following procedures should be followed:

1. Individuals may not make copies or modify copyrighted software, except to the extent permitted in the license agreement.
2. Individuals may not download and/or use personally acquired software, public domain software, electronic bulletin boards or shareware without prior approval from the Executive Director.
3. Software which is not licensed for use on a network can generally be used on a standalone basis on a computer which is connected to a network as long as it is not used on the network. Where the licensed software is authorized for use on a network, then only the authorized number of users should use the software on the network.
4. Acquisition of software packages must be approved by the Executive Director or designate. Any questions regarding the terms and conditions of copyrighted software should be referred to the Executive Director.

Use of the Internet

The NWCCOG recognizes that the Internet is a useful tool to aid employees in discharging their duties. As such, its primary use is for education, research, communication and administration as applicable to NWCCOG business. Internet use, on NWCCOG time, is authorized to conduct NWCCOG business only.

Internet use brings the possibility of breaches to the security of confidential NWCCOG information. Internet use also creates the possibility of contamination to our system via viruses or spyware. Spyware allows unauthorized people, outside the NWCCOG, potential access to NWCCOG passwords and other confidential information. Removing such programs from the NWCCOG network requires NWCCOG's IT Contractor to invest time and attention for which NWCCOG is billed. For this reason, and to assure the use of work time appropriately for work, we ask staff members to limit Internet use.

Understanding that all activities on the Internet may be traced back to the NWCCOG, work on the Internet shall be conducted in such manner that public confidence and trust in the integrity, objectivity and professionalism of the NWCCOG are conserved and enhanced. In particular:

1. No NWCCOG information shall be made available for public access without approval of senior management.
2. Non work-related activity on the Internet, including e-mail, shall be conducted on an individual's own time, outside of regular hours of work. During this time, these guidelines remain in force.
3. Under no circumstances is it appropriate, at any time, to peruse inappropriate web sites, post inappropriate messages, or send inappropriate e-mail correspondence. The term "inappropriate" includes, but is not limited to, sites/subjects that advocate principles or beliefs not in keeping with the NWCCOG's mission, site/subjects that advocate illegal activities and sites/subjects that are sexual/pornographic in nature.
4. Where for the legitimate research purposes, a user wishes to access a site or deal with a subject that may be considered prohibited, it must be discussed in advance, and approved, by her/his direct supervisor who, if in doubt, will raise it with the Executive Director. At any time, the NWCCOG reserves the right to monitor computer activities, including Internet usage among its users.

Breach security or materials is strictly prohibited at the NWCCOG or anywhere else. Security breaches must be reported immediately to the Executive Director or delegate.

Use of Cell Phone or Similar Device

NWCCOG is aware that employees utilize their personal or company-supplied cellular phones, smartphones, iPads, and similar communication devices for business purposes. At the same time, these devices are a distraction in the workplace and their use must be limited to work-related activities during work hours. Activities prohibited during work hours include:

1. Checking personal Facebook or Twitter profiles;
2. Any non-work-related Internet activity; and
3. Using Netflix, Hulu, or YouTube.

Use of Social Media

NWCCOG understands that part of what you do in social media may be related to outreach that recruits new employees and service recipients or activities that enhances our NWCCOG brand. Some employees have social media responsibilities in their job description.

NWCCOG also understands that the relationship of our employees to an online world that you spend time in 24/7 can lead to the blurring of work time and off work time. Your use of social media must be limited to work-related content and outreach during work hours. Checking, reading, sharing, responding to, posting, or any other activities on personal Facebook, Twitter, or other social media profiles during work time is prohibited.

Additionally, you are prohibited from sharing, at any time, confidential or protected information that belongs to or is about the NWCCOG. You are also prohibited from sharing disparaging information that places NWCCOG or coworkers in an unfavorable light. The NWCCOG's reputation and brand should be protected by all employees. The lives and actions of your coworkers should never be shared online.

In social media participation from work devices or during working hours, social media content that discriminates against any protected classification including age, race, color, religion, sex, national origin, disability, sexual orientation, gender identity, or genetic information is prohibited. Any employee, who participates in social media, who violates this policy will be dealt with according to the harassment policy.

Failure to comply with the above-mentioned directives may result in disciplinary actions up to and including termination of employment. Illegal activity may be prosecuted.

Drug Pricing Transparency Act of 2016

HB 16-1102 - Rep. Ginal and Sens. Newell and Roberts

Background

In today's health care system, prescription drugs play an essential role in preventing, managing, and curing diseases around the world. However, consumers and payers alike are grappling with skyrocketing price tags for medications that treat diseases like rheumatoid arthritis, multiple sclerosis, cancer, and Hepatitis C. While many of these new drugs represent important breakthroughs in treatments for patients, the prices for these drugs threaten access, affordability, and future innovation and are unsustainable in the long-term. The prices for these medications are already impacting state budgets across the nation and driving up premiums for consumers and purchasers of health coverage. Spending on specialty drugs is expected to more than quadruple from \$87 billion in 2012 to \$400 billion in 2020. This high level of both private and public spending highlights the need for increased transparency about how drugs are priced to ensure taxpayers, consumers, purchasers, and policymakers can make informed decisions to ensure long-term affordability in our health care system.

Colorado's Drug Pricing Transparency Act of 2016

The Drug Pricing Transparency Act of 2016 requires pharmaceutical manufacturers to report certain pricing data in order to provide taxpayers, consumers, and policymakers with insight into cost centers associated with drug development and availability. Specifically, the bill requires each pharmaceutical manufacturer of a drug that is priced at or above \$50,000 per treatment or per year to provide a one-time report on cost information to the Colorado Commission on Affordable Health Care, including but not limited to:

- Total research and development costs paid by the manufacturer or any predecessor manufacturer in the development of the drug;
- Total marketing and advertising costs;
- Total cost for materials and manufacturing;
- Total costs paid by government sources in the development of the drug, including subsidies and grants;
- Cumulative history of the average wholesale price for the drug;
- Total profit attributable to the drug; and
- Total amount of financial assistance the manufacturer provided through patient prescription assistance programs.

Frequently Asked Questions

Q: What is the purpose of transparency in drug pricing? Will it actually have any effect on drug prices?

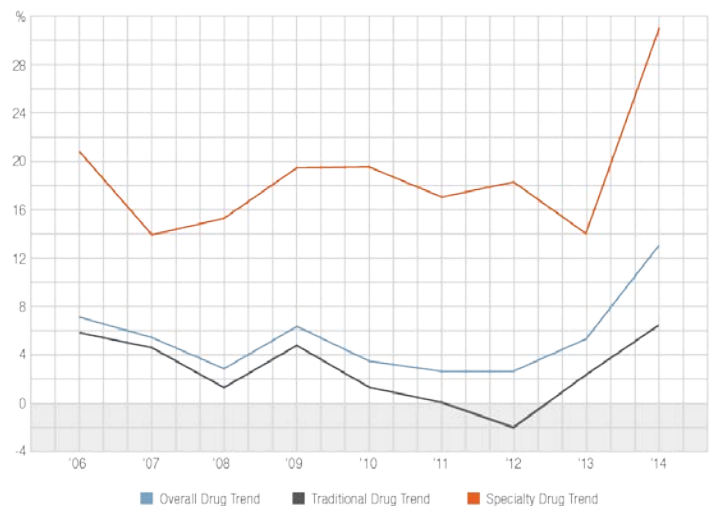
A: This is a first step toward providing policymakers, consumers, payers, and employers, all of whom bear the costs of high-priced drugs, with the information that is needed to ensure we are able to maintain an accessible and sustainable health care system for all Coloradans.

Q: Isn't your ultimate goal simply to regulate drug prices?

A: NO. There is NOTHING about regulation of drug prices in the bill. Transparency in drug pricing would allow market forces to work to potentially lower drug prices. The public and media outcry that came about after venture capitalist Martin Shkreli purchased the infection treatment Daraprim and raised the price 5000% (for no reason other than increased profits) forced him to reconsider and bring down the price, without any government regulation. Additionally, given the impact many of these high-priced drugs have on the

COMPONENTS OF OVERALL DRUG TREND

EXPRESS SCRIPTS 2006-2014



Medicaid portion of the state budget, policymakers need this information as they continue to seek policy solutions that ensure an affordable and accessible system for everyone.

Q: Shouldn't we let the free market and competition work?

A: There is no free market when it comes to pharmaceuticals. The regulatory framework around the pharmaceuticals effectively prohibits true competition. For example, drug companies often hold an exclusive patent on a drug for many years preventing generics or similar drugs from entering the market. If anything, transparency into drug pricing should fuel the free market and support healthy competition among manufacturers, which is a benefit to the public. This bill just offers reasonable public transparency on pricing that other health care sectors offer and keeps the existing free market structure in place.

Q: Isn't this information proprietary/confidential?

A: The bill does not require pharmaceutical manufacturers to reveal proprietary negotiated prices, rebates, or discounts offered to their customers. Instead it simply asks for the public average wholesale price. Additionally, in order to meet "trade secret" status, information must derive economic value from the fact that it is not known and cannot be put to use by others. For example, the bill does not require the manufacturer to reveal findings of a clinical trial; it simply asks for the total amount of money spent on those clinical trials, which is not information that would benefit a competitor.

Q: What is the Colorado Commission on Affordable Health Care?

A: Also known as the Cost Commission, the Commission on Affordable Health Care is a legislatively created, 12-member body whose charge is to identify, analyze, and make recommendations on cost drivers in the health care system.

Q: Why is the reporting price threshold set at \$50,000 per treatment or per year? Why not lower?

A: In order to allow the Cost Commission the ability to complete a thoughtful analysis by December 1, 2016, without a significant fiscal impact, it was necessary to initially limit the number of drugs included in the reporting. If the Commission sees the value in the information for these ultra high-priced drugs, the Commission could recommend that the information be collected for drugs below the \$50,000 price threshold as well.

Q: How does the general public feel about drug pricing transparency?

A: According to a poll of voters in Iowa, Nevada, New Hampshire, and South Carolina, 7 in 10 support requiring drug companies to publish research and development, marketing and sales costs for their drugs.

Q: Do other countries have high drug prices like we do in the U.S.?

A: In many instances, other countries pay much less for pharmaceutical drugs. For example, when sofosbuvir (curative Hepatitis C treatment) first came out on the market, Gilead priced it at \$84,000 per treatment in the U.S. However, Gilead negotiated a \$900 course of treatment for 91 countries around the world.

Q: Who supports and opposes drug pricing transparency in other states?

A: Supporters of drug pricing transparency in other states include chambers of commerce, labor unions, consumer advocacy groups, disease advocacy groups, health care provider groups, and health plans. Opponents of drug pricing transparency include pharmaceutical manufacturers.

Supporting Organizations

Second Regular Session
Seventieth General Assembly
STATE OF COLORADO

INTRODUCED

LLS NO. 16-0081.01 Christy Chase x2008

HOUSE BILL 16-1102

HOUSE SPONSORSHIP

Ginal, Buckner, Hullinghorst, Lee, Lontine, Salazar, Vigil

SENATE SPONSORSHIP

Newell and Roberts, Aguilar, Kefalas

House Committees

Health, Insurance, & Environment

Senate Committees

A BILL FOR AN ACT

101 CONCERNING A REQUIREMENT THAT DRUG MANUFACTURERS REPORT
102 PRODUCTION COSTS FOR CERTAIN HIGH-COST PRESCRIPTION
103 DRUGS.

Bill Summary

(Note: This summary applies to this bill as introduced and does not reflect any amendments that may be subsequently adopted. If this bill passes third reading in the house of introduction, a bill summary that applies to the reengrossed version of this bill will be available at <http://www.leg.state.co.us/bills summaries>.)

The bill requires a drug manufacturer that produces a prescription drug made available in Colorado and for which the wholesale acquisition cost equals or exceeds \$50,000 per year or per course of treatment to submit a report to the Colorado commission on affordable health care (commission) detailing the production costs for the drug. The report is to

Shading denotes HOUSE amendment. Double underlining denotes SENATE amendment.
Capital letters indicate new material to be added to existing statute.
Dashes through the words indicate deletions from existing statute.

include:

- ! Costs for research and development;
- ! Clinical trials and regulatory costs;
- ! Costs for materials, manufacturing, and administration attributable to the drug;
- ! Costs paid by another entity, including grants, subsidies, or other support;
- ! Acquisition costs, including patents and licensing costs;
- ! Marketing and advertising costs.

Additionally, a manufacturer must report the cumulative annual history of increases in the average wholesale price and wholesale acquisition cost of the drug, the total company profits attributable to the drug, and the total amount of financial assistance the manufacturer has provided through patient prescription assistance programs.

Manufacturers must submit the report to the commission by August 1, 2016.

By June 1, 2016, the commission must develop a form for manufacturers to use to submit the report. Additionally, the commission is to submit a report to the general assembly by December 1, 2016, that outlines the information reported by drug manufacturers and contains any recommendations the commission may have regarding legislative, administrative, or other policy changes based on the data received from drug manufacturers.

1 *Be it enacted by the General Assembly of the State of Colorado:*

2 **SECTION 1.** In Colorado Revised Statutes, **add** article 48 to title
3 25 as follows:

4 **ARTICLE 48**

5 **Drug Pricing Transparency**

6 **25-48-101. Short title.** THE SHORT TITLE OF THIS ARTICLE IS THE
7 "DRUG PRICING TRANSPARENCY ACT OF 2016".

8 **25-48-102. Legislative declaration.** (1) THE GENERAL ASSEMBLY
9 FINDS AND DECLARES THAT:

10 (a) THE INTENT OF THIS ACT IS TO MAKE INFORMATION AVAILABLE
11 TO THE PUBLIC ABOUT THE COST OF HIGH-PRICED PHARMACEUTICALS IN
12 ORDER TO MAKE PHARMACEUTICAL PRICING AS TRANSPARENT AS THE

1 PRICING IN OTHER SECTORS OF THE HEALTH CARE INDUSTRY.

2 (b) TO FULFILL THIS GOAL, AS WELL AS TO AID POLICYMAKERS,
3 GOVERNMENT AGENCIES, AND OTHERS IN UNDERSTANDING THE COSTS OF
4 PHARMACEUTICALS, IT IS NECESSARY TO REQUIRE DRUG MANUFACTURERS
5 THAT MAKE THEIR PRODUCTS AVAILABLE IN COLORADO TO REPORT COST
6 DATA FOR THEIR MOST EXPENSIVE DRUG PRODUCTS.

7 **25-48-103. Definitions.** AS USED IN THIS ARTICLE, UNLESS THE
8 CONTEXT OTHERWISE REQUIRES:

9 (1) "COMMISSION" MEANS THE COLORADO COMMISSION ON
10 AFFORDABLE HEALTH CARE CREATED IN SECTION 25-46-103.

11 (2) "DRUG MANUFACTURER" MEANS A MANUFACTURER OF A
12 QUALIFYING PRESCRIPTION DRUG THAT IS MADE AVAILABLE IN COLORADO.

13 (3) "QUALIFYING PRESCRIPTION DRUG" MEANS A PRESCRIPTION
14 DRUG THAT HAS A WHOLESALE ACQUISITION COST OF FIFTY THOUSAND
15 DOLLARS OR MORE ANNUALLY OR, IF THE AVERAGE COURSE OF
16 TREATMENT FOR A PATIENT IS LESS THAN ONE YEAR, FIFTY THOUSAND
17 DOLLARS OR MORE PER COURSE OF TREATMENT.

18 (4) "WHOLESALE ACQUISITION COST" MEANS THE COST TO
19 PURCHASE, PRODUCE, OR ACQUIRE A PRESCRIPTION DRUG AT WHOLESALE.

20 **25-48-104. Reporting requirement.** (1)(a) BY AUGUST 1, 2016,
21 A DRUG MANUFACTURER SHALL FILE A REPORT WITH THE COMMISSION IN
22 ACCORDANCE WITH THIS SECTION ON THE COSTS FOR EACH QUALIFYING
23 PRESCRIPTION DRUG. THE REPORT MUST INCLUDE, BUT IS NOT LIMITED TO,
24 THE FOLLOWING INFORMATION:

25 (I) THE TOTAL COSTS TO PRODUCE THE QUALIFYING PRESCRIPTION
26 DRUG, INCLUDING ALL OF THE FOLLOWING:

27 (A) THE TOTAL RESEARCH AND DEVELOPMENT COSTS PAID BY THE

1 DRUG MANUFACTURER AND, SEPARATELY, THE TOTAL RESEARCH AND
2 DEVELOPMENT COSTS PAID BY ANY PREDECESSOR INVOLVED IN THE
3 DEVELOPMENT OF THE QUALIFYING PRESCRIPTION DRUG;

4 (B) THE TOTAL COSTS OF CLINICAL TRIALS AND OTHER
5 REGULATORY COSTS PAID BY THE DRUG MANUFACTURER AND,
6 SEPARATELY, THE TOTAL COSTS OF CLINICAL TRIALS AND OTHER
7 REGULATORY COSTS PAID BY ANY PREDECESSOR INVOLVED IN THE
8 DEVELOPMENT OF THE QUALIFYING PRESCRIPTION DRUG;

9 (C) THE TOTAL COSTS FOR MATERIALS, MANUFACTURING, AND
10 ADMINISTRATION ATTRIBUTABLE TO THE QUALIFYING PRESCRIPTION DRUG;

11 (D) THE TOTAL COSTS PAID BY ANY ENTITY OTHER THAN THE DRUG
12 MANUFACTURER OR PREDECESSOR FOR RESEARCH AND DEVELOPMENT,
13 INCLUDING ANY AMOUNT FROM FEDERAL, STATE, OR OTHER GOVERNMENT
14 PROGRAMS OR ANY FORM OF SUBSIDY, GRANT, OR OTHER SUPPORT;

15 (E) ANY OTHER COMPONENTS OF THE WHOLESALE COST OF
16 ACQUISITION OF THE QUALIFYING PRESCRIPTION DRUG, INCLUDING COSTS
17 TO PURCHASE PATENTS OR FOR LICENSING OR ACQUIRING ANY CORPORATE
18 ENTITY OWNING ANY RIGHTS TO THE QUALIFYING PRESCRIPTION DRUG;

19 (F) THE TOTAL MARKETING AND ADVERTISING COSTS TO PROMOTE
20 THE QUALIFYING PRESCRIPTION DRUG DIRECTLY TO CONSUMERS,
21 INCLUDING COSTS ASSOCIATED WITH DIRECT-TO-CONSUMER COUPONS AND
22 AMOUNTS REDEEMED; TOTAL MARKETING AND ADVERTISING COSTS TO
23 PROMOTE THE QUALIFYING PRESCRIPTION DRUG DIRECTLY OR INDIRECTLY
24 TO PRESCRIBERS; AND ANY OTHER COSTS FOR ADVERTISING THE
25 QUALIFYING PRESCRIPTION DRUG;

26 (II) A CUMULATIVE ANNUAL HISTORY OF INCREASES IN THE
27 AVERAGE WHOLESALE PRICE AND WHOLESALE ACQUISITION COST FOR THE

1 QUALIFYING PRESCRIPTION DRUG, EXPRESSED AS PERCENTAGES,
2 INCLUDING THE MONTHS EACH INCREASE IN EACH CATEGORY TOOK
3 EFFECT;

4 (III) THE TOTAL PROFIT ATTRIBUTABLE TO THE QUALIFYING
5 PRESCRIPTION DRUG, BOTH AS A DOLLAR FIGURE AND AS A PERCENTAGE
6 OF THE TOTAL COMPANY PROFITS THAT WERE DERIVED FROM THE SALE OF
7 THE QUALIFYING PRESCRIPTION DRUG; AND

8 (IV) THE TOTAL AMOUNT OF FINANCIAL ASSISTANCE THE DRUG
9 MANUFACTURER HAS PROVIDED THROUGH PATIENT PRESCRIPTION
10 ASSISTANCE PROGRAMS, IF AVAILABLE.

11 (b) THE DRUG MANUFACTURER SHALL ITEMIZE AND DOCUMENT
12 THE INFORMATION SPECIFIED IN PARAGRAPH (a) OF THIS SUBSECTION (1).

13 (2) A DRUG MANUFACTURER SHALL FILE THE REPORT REQUIRED BY
14 THIS SECTION WITH THE COMMISSION ON A FORM PRESCRIBED BY THE
15 COMMISSION. THE COMMISSION SHALL DEVELOP THE FORM AND MAKE IT
16 AVAILABLE TO DRUG MANUFACTURERS BY JUNE 1, 2016.

17 (3) UPON RECEIPT OF THE REPORTS FROM DRUG MANUFACTURERS,
18 THE COMMISSION SHALL REVIEW AND ANALYZE THE DATA, AGGREGATE
19 THE DATA TO DETERMINE ANY TRENDS IN THE VARIOUS COMPONENTS OF
20 DRUG PRODUCTION COSTS, AND DETERMINE WHETHER THE DATA
21 SUGGESTS THE NEED FOR ANY LEGISLATIVE, ADMINISTRATIVE, OR OTHER
22 POLICY CHANGES.

23 (4) BY DECEMBER 1, 2016, THE COMMISSION SHALL ISSUE A
24 REPORT TO THE HEALTH AND HUMAN SERVICES COMMITTEE OF THE
25 SENATE OR ITS SUCCESSOR COMMITTEE AND THE HEALTH, INSURANCE, AND
26 ENVIRONMENT COMMITTEE AND THE PUBLIC HEALTH CARE AND HUMAN
27 SERVICES COMMITTEE OF THE HOUSE OF REPRESENTATIVES OR THEIR

1 SUCCESSOR COMMITTEES DETAILING THE INFORMATION SUBMITTED
2 PURSUANT TO THIS SECTION, THE COMMISSION'S ANALYSIS OF THE DATA,
3 AND ANY LEGISLATIVE, ADMINISTRATIVE, OR OTHER POLICY CHANGES THE
4 COMMISSION RECOMMENDS BASED ON ITS REVIEW AND ANALYSIS OF THE
5 DATA SUBMITTED BY DRUG MANUFACTURERS. ADDITIONALLY, THE
6 COMMISSION SHALL POST THE REPORT PUBLICLY ON ITS WEBSITE AND
7 PRESENT THE REPORT TO THE LEGISLATIVE COMMITTEES DURING THE
8 COMMITTEES' HEARINGS HELD UNDER THE "STATE MEASUREMENT FOR
9 ACCOUNTABLE, RESPONSIVE, AND TRANSPARENT (SMART)
10 GOVERNMENT ACT", PART 2 OF ARTICLE 7 OF TITLE 2, C.R.S., THAT ARE
11 HELD PRIOR TO THE START OF THE 2017 REGULAR LEGISLATIVE SESSION.

12 **25-48-105. Repeal.** THIS ARTICLE IS REPEALED, EFFECTIVE JULY
13 1, 2017.

14 **SECTION 2. Safety clause.** The general assembly hereby finds,
15 determines, and declares that this act is necessary for the immediate
16 preservation of the public peace, health, and safety.



PROGRAM UPDATES

To: NWCCOG Council
From: NWCCOG Staff
Date: January 20, 2016
Re: January 2016 Program Updates

The following are the events of note that have occurred since the December 3, 2015 NWCCOG meeting.

Alpine Area Agency on Aging (Alpine AAA) – Erin Fisher, Director

The Regional Advisory Council (RAC) held their regular meeting on January 13, 2016. At this meeting the following items were discussed or action taken:

We would like to welcome new RAC members Leslie Janusz and Judy Lantz, representing Grand County, Gary Armes, representing Jackson County, Commissioners Steve Child, and Patti Clapper, representing Pitkin County, and Debbie Sutherland, our optimal representative for Garfield County.

The Senior Awards Ceremony Planning Committee was reconstituted to develop the annual Senior Awards Ceremony to be held in May 2016.

Legislation & Advocacy

The Colorado Senior Lobby Legislative Committee meets every Monday during the legislative session and conducts briefings that are open to the public. These meetings are available for individuals to call into and participate by phone or attend in person. Call in number is (641) 715-3287 – code 638013#

2016 Senior Day at the Capitol will be held on March 30th. Grand County will represent Region 12, but everyone is offered this opportunity to visit The Capitol and hear from their Legislators. Find more information here: <http://www.coloradoseniorlobby.org/senior-day-at-the-capitol/>

Alpine Area Retired and Senior Volunteer Program (RSVP) – C.J. Grove, NWCCOG Volunteer Program Coordinator, RSVP Program Director

Our volunteers put in 61 hours in Economic Opportunity, building houses for Habitat for Humanity; 123 hours in Education, working at the Eagle County Historical Society; 120 hours in Healthy Futures, providing access to care by distributing information and training, and another 814 hours in Healthy Futures, assisting with Aging in Place by providing meals and transportation. We began the Helping Hands for Senior project on January 1st which assists older adults, disabled individuals and veterans with minor home repairs and modifications to help them age in place.

State Health Insurance Assistance Program (SHIP)/Senior Medicare Patrol (SMP) –T.J. Dufresne, Health Insurance Assistance Coordinator

Medicare Open Enrollment was busy. Medicare beneficiaries were happy to have access to local personal SHIP assistance and everyone expressed their gratitude. The awareness of individualized SHIP Medicare Counseling access increased via outreach events and partnering agencies and organizations making referrals. The program coordinator and volunteer counselors assisted Medicare beneficiaries via in-person and phone counseling in all of our five counties. The majority of in-person appointments were held in Summit and Grand County. Two Summit County selected days and hours were available and individuals/couples signed up for their Medicare session. The majority of Eagle County beneficiaries were helped via telephone conferences. Our partnering agency's senior center staff served Pitkin County in a volunteer role and via telephone conferencing. An enrollment event was held in Jackson County as well as assistance via telephone conferencing. Jackson County beneficiaries look forward to on-going Medicare support and outreach and education opportunities. There will be a Volunteer Medicare Counseling training held in Denver for five to six new volunteers to join us. Volunteer recruitment efforts continue and many partner agencies and organizations will continue to help. Volunteers will be able to provide one-on-one counseling, present Medicare education material, and/or conduct tabling.

The lack of volunteers was a big obstacle in our capacity to provide personal assistance for beneficiaries. Summit County was covered, but the other counties faced no volunteers and a more limited awareness of personal assistance availability. The unfamiliarity of the SHIP personal assistance made a more challenging "sell" to become a volunteer. Now, as more people are aware of the assistance by word of mouth, there may be more people willing to hear about the volunteer opportunity going forward.

Outreach and education events held during the open enrollment period resulted in many referrals. There is interest in the region for a variety of Medicare-related topics in addition to the overview topic commonly referred to as Medicare 101. Planning efforts are underway to design targeted topic presentations and well and design community and media tools to promote Medicare beneficiaries' plan knowledge as well as fraud identification and prevention.

Broadband Projects – Nate Walowitz, Regional Broadband Coordinator

FirstNet Colorado (CO OIT) has aggregated statewide information and submitted coverage and usage requirements along with tower/radio site information to FirstNet for their consideration. NWCCOG coordinated the contribution of radio site and tower information allowing FirstNet Colorado to improve the network design for North Central and Northwest Colorado.

Megan Chadwick and the State GIS team need all counties and local governments to encourage their constituents to log on to the state site and get speed test data results from our population. New speed test data is needed for the survey. Please put the word out! <http://maps.co.gov/publicspeed/>

Nate Walowitz worked with DOLA and released a map of covered areas, and spreadsheets of location counts per county and total funding by county.

Nate and the USDA are working with the **Town of Dinosaur** on possible interest in Fiber To The Home (FTTH) project concurrent with a gas line project.

CenturyLink has accepted the CAF II statewide funding.

CenturyLink held a CAF II meeting with **Jackson County** on September 30th, 2015. There are 596 of the possible 661 locations in the County are CAF II eligible. The North Park School District will request E-Rate bids for next year. It is hoped that pricing inequity for broadband can be narrowed. NWCCOG is assisting in the drafting of an RFP for Countywide broadband engineering services.

Grand County Board of County Commissioners held a hearing on broadband December 15th. The commissioners learned about the challenges and possible solutions to enhancing broadband in Grand County. Grand County is waiting for CenturyLink to provide information about the availability of CAF II funding in the County.

The **Town of Craig** and **Moffat County** have been approved for an administrative planning grant from DOLA to fund the development of a strategic plan. A wireless ISP has started wireless high-speed internet service in Dinosaur. Maximum available bandwidth is 6 up / 6 down at this time.

The **Pitkin County** RFP for Engineering Services has been awarded to ForeThought.net and NeoFiber. The County wants to have a multi-use fiber/wireless broadband loop connecting all their mountaintop sites and local government buildings for public broadband deployment, public safety communications, and County IT network redundancy. Pitkin County is also working on two public safety projects; building out and moving their public safety radio communications from VHF to the State DTRS system; and relocating their Public Safety Answering Point (PSAP) to a new location due to construction at their current county offices.

Rio Blanco County's fiber is currently being installed in Meeker and Rangely (6.4 Miles of conduit in Meeker and 12.97 Miles of conduit in Rangely). Rio Blanco County has also developed a new website to encourage information sharing: [RBC.US Broadband Blueprint \(http://www.rbc.us/401/Plan-Your-Project-Blueprint\)](http://www.rbc.us/401/Plan-Your-Project-Blueprint)

Routt County received a DOLA broadband administrative planning grant. NeoFiber is their consultant. DOLA has awarded a grant for fiber extension to connect County Justice Center and Yampa Valley Electric Association to the Northwest Colorado Broadband Carrier Neutral Location.

Summit County has been awarded an Administrative Planning Grant to develop a county-wide strategic plan. Summit County met with CenturyLink on October 9th, 2015 to discuss CAF II and recent outages. The Town of Montezuma also had a representative at the meeting. The Towns of Heeney and Lower Blue were also discussed as areas of interest within the FCC funding locations. Summit County is looking into the possibility of developing the Lower Blue tower site themselves. NWCCOG has put them in touch with an engineering firm and reached out to COMNET Cellular for possible roaming carrier arrangement. Summit County and Frisco businesses are interested in obtaining business class broadband at lower prices. NWCCOG is working with them and the providers to determine the best way forward.

The **Town of Red Cliff** has an agreement to acquire the Battle Mountain half of tower site property. COMNET Cellular is interested in putting cell site on the Red Cliff tower, thus a NEPA process has started. Permanent tower and services will not be constructed and available until summer 2016. USFS had declined a temporary site application from HCI/Forethought at Ski Cooper. All parties met with USFS in late September and a new application has been submitted with emphasis on getting an approval for Ski Cooper site by early next summer. The State Historic Preservation Office (SHPO) has provided a NO ADVERSE IMPACT decision for the Red Cliff Tower Site. NEPA study and approval was issued on 01/11/16.

Kremmling Town Manager Mark Campbell met with NWCCOG and a Competitive Local Exchange Carrier (CLEC) to investigate redundant fiber to maintain broadband connectivity in the event of CenturyLink outages

and support additional business development. Comcast continues to work to run fiber to Kremmling from Hot Sulphur Springs, turning over right of way perfection to the retail unit of the company.

Economic Development District (EDD) – Rachel Lunney, Director

CEDS Update: An RFP is being written for the development of a CEDS Marketing website. RFP will be sent out by January 31st, with proposals due by February 28th, and work to commence by March 15th. Rachel is putting together a master list of stakeholder meetings in the region that the EDD can engage in for CEDS input meetings. Please send information about any meetings in your region that may double as CEDS input meetings to Rachel. Rachel met with Pattie Snidow from the USDA on January 19th to discuss the work plan for CEDS public and stakeholder input meetings throughout 2016. Pattie will be helping us facilitate these meetings, and will assist us through the planning process. Please take time to review the current CEDS online: <http://nwcoloradobusiness.org/about/comprehensive-economic-development-strategy/>.

EDD Working Group: The EDD working group meetings for 2016 are scheduled as follows:

- ✓ Wednesday, February 17th – Presentation by Carol Hedges, Executive Director, Colorado Fiscal Institute on State Budget, TABOR, etc.
- ✓ Wednesday, April 20th – EDD working group
- ✓ Thursday, May 26th – NWCCOG Council / EDD Board of Directors – presentation on regional demographic trends
- ✓ Wednesday, June 15th – EDD Working Group
- ✓ Thursday, August 25th – NWCCOG Council / EDD Board and Working Group Strategic Planning Session
- ✓ Wednesday, October 19th – EDD Working Group

The CEDS 2016 Update will be a standing agenda item.

Workforce Development Board(WDB): Rachel attended the Rural Resort Region WDB meeting on January 20th and gave an update on the 2016 CEDS project.

Technical Assistance: On January 19th, Rachel Lunney met with Mari Sutton, Economic Development Representative for the Denver region – Economic Development Administration (EDA), Diann Butler of Grand County, Peggy Stokstad of the Clear Creek Economic Development Council, and Tara Hosick of Climax Molybdenum to discuss possible grant application to EDA’s economic adjustment program given the imminent future closure of Henderson Mill and Mine in Grand and Clear Creek Counties.

Sector Partnerships: A Health and Wellness Sector Partnership Summit County Roundtable is scheduled for February 2nd. A preliminary meeting was held on November 23rd with Amy Kemp of the Elevate Co-working Space and James Lee of Hub (a local technology company) to discuss the concept of starting a Technology Sector Partnership in the region.

WorkWell Collaborative: The lead advisors have been hired in all five counties. There are several outreach events being planned and/or underway including coffee talks in Eagle and Pitkin counties, as well as employer trainings. Ads have been placed in all newspapers in the region as well as on the radio. A list of business resources in the region is being put together to give to the advisors so that they can pass this information along during one-on-one advising sessions. The following statistics show results since the grant began in July 2015:

- ✓ Number of certified businesses – 10;
- ✓ Number of businesses receiving advising – 11;

- ✓ Number of businesses enrolled in kick-start funding program – 13;
- ✓ Number of employees reached – over 5,000.

NWCCOG Worksite Wellness Program: The first “lunch and learn” of the year was held on January 12th on Mental Health Awareness, presented by Kathy Davis from Mind Springs Health. The New Year’s Goal setting challenge underway.

Small Business Development Center(SBDC): The Northwest Colorado SBDC is going into 2016 with a brand new Advisory Committee that is working to bring more programs across the northwest region. The Committee Members include: Nicole Thompson, Lake County Economic Development; DiAnn Butler, Grand County Economic Development; Lindsey Morrow, Grand County Builders Association; Ross Iverson, The Vail Centre; Ben Hadley, Cooley; Tony Pastello, Summit Chamber; Larry Stone, Stone CPA; Maureen Stepp, Colorado Mountain College; Peggy Stokstad, Clear Creek County EDC. CDOT Contract Management and Compliance Training will be held on March 29th in Glenwood Springs. The NWCOSBDC announced the winners for the 2015 MTN Town Business Women's Award. It will be celebrated on March 2nd.

- ✓ Legacy Business Women’s Award Winner: Robin Waters;
- ✓ Emerging Business Women’s Award Winner: Andrea Stewart;
- ✓ Creative Business Women’s Award Winner: Candy Elkind;
- ✓ Legacy Health & Wellness Leadership: Dr. Christine Ebert-Santos;
- ✓ Emerging Health & Wellness Champion: Amanda Wagner

Elevator Inspection Program (EIP) – Steve Allen, Director

The Elevator Inspection Program is seeing sustained growth in new elevator construction and modifications of existing elevators. The program is moving forward with an increased number of 5-year witnessing completions. Annual inspections are current. Training of new inspectors is proceeding on track. Steve Allen has implemented the new policy of fining the responsible party for overdue corrections of safety violations as of January 1, 2016. A mailing has been sent to all responsible parties and building officials to notify them of the new policy.

Energy Management (Weatherization)- Nate Speerstra, Weatherization Program Specialist

At the mid-point in the 2015/2016 contract with the Colorado Energy Office’s Weatherization Assistance Program the NWCCOG’s weatherization department has completed 64 units of its contracted 133. It is a wonderful testimonial to the hard work of our installers that we have been able to accomplish so much while being under-staffed for most of the grant. We are finally fully staffed with the addition of Justin Wiseman here at our Silverthorne offices. Justin comes to us with a background in plumbing and solar and will be a great addition to the team.

The three recently hired installers have just completed a weeklong training with CEO’s training team and our Field Supervisor Doug Jones. They installed a new water heater and high efficiency furnace at a client’s home as well as being properly trained on wall, perimeter and attic insulation, air-leakage and zonal pressure diagnostics, duct sealing and how to properly document all.

Northwest All Hazards Emergency Management Region (NWAHEMR) – Kim Cancelosi, Coordinator

The NWAHEMR had the monitoring visit from the Division of Homeland Security Emergency Management in December. Jill Hart from the Department of Homeland Security and Emergency Management (DHSEM) met with Liz Mullen, Michael Kurth and Kim Cancelosi to review procurement records, payment records and inventory documentation. Kim and Jill went to Eagle County and Grand County to monitor equipment

purchased in 2014. The report concluded the grants are being “managed appropriately and indicate adherence to relevant standards and requirements.” Reports were submitted in a timely manner. The one recommendation was to tag equipment with stickers showing items were purchased with Homeland Security grant funds in a visible location.

Under the 2015 Homeland Security Grant program, orders have been placed for the projects. The animal evacuation trailer project will be submitted for purchase shortly.

A Regional Public Health Exercise took place on January 14, 2016.

Northwest Loan Fund (NLF) - *Anita Cameron, Director*

December was a month of reporting, and writing procedures for future reporting. An application is in process for additional CDBG funding for the NLF. On January 14th the NLF Loan Committee approved two new loan applications for funding.

Regional Transportation Coordinating Council (RTCC) – *Susan Juergensmeier, Mobility Manager*

At the December meeting of the Regional Transportation Coordinating Council (RTCC), the Mountain Ride Call Center staff was directed to review the results of the Future Planning survey, and develop a draft strategic plan to be presented to the RTCC at the February 3rd meeting.

This month we are celebrating the newest collaboration with the NWCCOG Mountain Ride Transportation Resource Call Center. The Grand County Council on Aging (GCCA) has recently contracted with RouteMatch software to coordinate with the Mountain Ride Call Center. Susan Hamilton, office assistant at GCCA has worked diligently under the guidance of Laurie Patterson and the RouteMatch support team to put in place software that will greatly improve efficiencies of scheduling, streamline client information, eliminate duplication of efforts and improve reporting data according to Lisa Jonas, Executive Director at GCCA.

The NWCCOG has entered into an agreement with the Park County Department of Health and Human Services Department to provide Non-Emergent Medical Transportation (Medicaid) billing on a fee for service basis. This is the first fee for service initiative of the Mountain Ride Transportation Resource Center. Becoming financially sustainable is one of the goals the RTCC recommended as a top priority in the October strategic planning session.

The Mountain Ride Transportation Resource Call Center is continuing to be in demand. Most trips that have been coordinated and booked to date are part of the regional Non-Emergent Medical Transportation (NEMT) Medicaid billing project. As of December 31, 4,847 rides have been booked through the Call Center for 2015. Following are the number of one-way trips by county: Eagle – 694 trips; Grand – 1,137 trips; Jackson – 23 trips; Park – 136; Pitkin – 433 trips; Routt – 1,713 trips; Summit – 711 trips. In addition to booking trips, the Call Center Staff has provided referrals to our transit partners in our entire RTCC seven county region including RFTA and the Traveler in Garfield County.

The next Regional Transportation Coordinating Council (RTCC) meeting will be held on February 3, 2016.

Water Quality and Quantity Committee (QQ) – *Lane Wyatt and Torie Jarvis, Co-Directors*

QQ’s next board meeting is scheduled for Thursday, March 3rd in Silverthorne at the North Branch Library. The Colorado General Assembly convened for the 2016 Legislative Session on January 13th. QQ will once again be monitoring legislation, providing updates and summaries of bills to QQ members, and lobbying based on QQ member positions. Over the next year, QQ will continue to monitor proposed rule changes before the

Water Quality Control Commission to Regulation 31, the basic standards and methodologies for surface water quality in the State. QQ and NWCCOG Watershed Services have initiated a facilitated process to determine an attainable clarity standard for Grand Lake. The process is ongoing, so we will report more on the progress at a later time. We also continue to participate in Learning By Doing, an adaptive management strategy for stream health and restoration in Grand County, in partnership with Grand County and Denver Water stakeholders. The group is planning a stream restoration project to be completed by the end of 2015. We are monitoring a new rule making at the Oil and Gas Conservation Commission based on the recommendations from the 2015 Governor's Oil and Gas Task Force. The final hearing and Commission deliberation to determine the final rule will occur on January 25th.



**Northwest Colorado Council of Governments (NWCCOG)
Economic Development District (EDD) Board Meeting Minutes
Buffalo Mountain Room, County Commons, Frisco, Colorado
August 27th, 2015**

EDD Board Members Present:

DiAnn Butler, Grand County
Tom Clark, Town of Kremmling
Lana Gallegos, Town of Gypsum
Matt Gianneschi, Colorado Mtn. College
Suze Kanack, Town of Walden
Kelli McDonald, Town of Vail
Corry Mihm, Summit Indep. Business Alliance
Chris Romer, Vail Valley Partnership
Karn Stiegelmeier, Summit County
Jack Taylor, Colorado Workforce Center

Others Present:

Mark Campbell, Town of Kremmling
Whitney Smith, SBDC

NWCCOG Staff:

Rachel Lunney
Liz Mullen
Amanda Rens-Moon
Nate Walowitz

Call To Order:

Tom Clark, EDD Chair, called the Northwest Colorado Council of Governments Economic Development District (NWCCOG EDD) Board meeting to order at 1:04PM. Roundtable introductions were completed, and a quorum was present.

Approval of May 28th, 2015 EDD Board Minutes:

M/S/P Suze Kanack /Jack Taylor to approve the May 28th, 2015 meeting minutes as presented.

July 2015 Financials:

M/S/P Suze Kanack/Matt Gianneschi to approve the July 2015 financials as presented.

Program Update:

EDD successes over the last 4 years:

- Created the most recent Comprehensive Economic Development Strategy (CEDS), completed in September 2011 and approved August 2012.
- Assisted in re-establishing the Northwest Region SBDC in 2012.
- Developed a user-friendly website, making resources more easily accessible to the community.
- Composed a monthly resource bulletin to keep the small business community apprised of opportunities.
- Solidified a partnership with Anita Cameron in the Northwest Loan Fund Program.
- Documented success stories throughout resource bulletins, websites, newspapers, and magazines.
- Envisioned and executed the Kitchen Incubator Feasibility Study. Trent Owens oversees this project, and it is 75% complete. Results will be presented at the October 2015 working group meeting.

2016 Memo and Scope of Work:

The EDA requires an annual scope of work. The draft Scope of Work for 2016 highlights a focus on completion of the 5-year CEDS, which is due December 2016. The CEDS serves as a strategy-driven plan for economic health.

Rachel Lunney presented her vision for the updated CEDS, which includes an interactive website component. The interactive website will provide timely, accurate, and relevant information for the main economic stakeholders, as well as serve as a regional marketing tool for potential entrepreneurs.

The NWCCOG Council approved submission of a grant proposal for the DOLA Energy and Mineral Grant fund to create a web-based CEDS.

The EDD Board discussed a desire to interface the CEDS with State, Federal, and private agencies to provide real-time data. The vision is to integrate all data sets into an accurate and interactive website/living document.

Outside of the CEDS discussion, the EDD Board expressed interest in addressing other challenges outlined in the previous CEDS, including affordable housing, tourism, childcare, and legislative action.

Discussion regarding various affordable housing studies already underway led the EDD Board to request that the EDD act as a repository for this information, as well as other key regional planning documents and best practices. The Board requested that EDD add this focus on information collection and retention to the 2016 Scope of Work.

In regards to legislative matters, Matt Gianneschi stated that legislative advocacy can be an effective tool. However, he stated that all requests should address a specific call to action. This furthered discussion requesting an outlined procedure for members to quickly mobilize and contact their respective legislators on key issues. The Board requested that the EDD focus on developing these procedures and add this item to the October working group agenda.

Discussion was also held regarding adding an additional industry sector partnership. The Board recommended that the 2016 Scope of Work include analysis regarding the addition of a new sector partnership, perhaps in creative industries.

M/S/P Corry Mihm/Lana Gallegos to approve the 2016 Scope of Work with the addition of the above projects outlined during the discussion. Rachel will provide a revised scope of work.

Member Updates:

Regional Projects of note:

The Health and Wellness Partnership program is growing through cooperation with Eagle County Public Health— Health Links and a 3-year annual grant. NWCCOG will be acting in an advisory role, providing marketing and outreach. This program should help strengthen the health and wellness industry, identified as a key regional industry in the last CEDS.

Other examples of entrepreneurial support in the region include the NXLevel Courses in Grand County, the opening of several co-working spaces in the region, and Startup Weekend, held in Summit and Pitkin County.

Summit Independent Business Alliance: Corry Mihm discussed the successes and challenges of the US Pro Challenge and referenced the Denver Post article on the same. Breckenridge is also looking forward to the Breckenridge Craft Spirits Festival in ⁵October.

SBDC: Whitney Smith reported that the SBDC is preparing for the 6th Annual Women's Small Business Conference in Vail, on October 9th, 2015.

Summit County: Karn Stiegelmeier reported that Summit County added a question to the ballot to renew the current sales tax for affordable housing. The current tax will not fully address the problem, but Summit County is asking to continue it for perpetuity, as opposed to asking for an increase. Summit County is also proposing to opt out of SB152, and this item will appear on the November ballot. Finally, the Town of Breckenridge, not Summit County, will implement a sales tax on amusement (similar to the Town of Vail) on ski passes and lift tickets to alleviate transportation and parking issues.

Vail Valley Partnership: Chris Romer announced the launch of the trailing spouse program. This program provides job search assistance for spouses of newly-hired employees in highly-skilled positions. He also discussed that the Vail Wage Study should be made available this week and will provide quantitative and qualitative data. Finally, Vail is working on a business retention and expansion program to help identify challenges, before they show up as a decline in sales tax.

Grand County: DiAnn Butler reported that the Grand County Economic Summit will be held on September 2nd, 2015 in Tabernash. Later in September, Jim Havey will present a portion of his Great Divide water documentary. At the end of September, Grand County will offer The Disney Way Training. This training encourages a customer-centric service culture. Finally, Grand County is also looking to repurpose the Grand Lake Elementary and is working with the University of Colorado—Community Development, Rotary, and Colorado Trust program.

Colorado Workforce Center: Jack Taylor informed the Board that the Colorado Workforce Center is going through some major changes. The Workforce Investment Act was updated for the first time in over 8 years, and these changes require mandatory partnerships across the state. In other news, Edwards and Summit have scheduled job fairs this fall, and Kaiser Permanente is coming to the region. Kaiser Permanente should not only increase the number of health and wellness services available in the region, but it will also provide employment opportunities. Kaiser projects 20 new positions in Frisco and 20 new positions in Edwards, and they are anticipating a January 2016 opening.

Town of Gypsum: Lana Gallegos stated that the town of Gypsum does not have a traditional downtown area. Gypsum recently conducted a community survey, and 90% of the citizens stated that they would like to prioritize development of a downtown area. Gypsum plans to examine this in 2016. In addition, Gypsum partnered with the Town of Eagle on a devolution project regarding the Highway 6 frontage road from CDOT. This devolution should allow the towns to save money on improvements and avoid costs associated with NEPA studies. A restaurant recently opened in Gypsum and an additional fast food restaurant may be opening in the future. The town is also working on some property exchanges to stimulate hard to develop areas.

Colorado Mountain College (CMC): Mat Gianneschi reported that the fall semester for CMC started with historically high enrollment numbers. With these increases in enrollment, residence halls have waiting lists and housing is an issue. A housing study is underway and results should be available in November. CMC's program offerings are expanding and substantial capital projects are planned over the next 4 to 5 years. CMC is excited about opportunities presented should SB152 exemptions pass elections throughout the region, and finally, CMC is in negotiations with the Town of Breckenridge regarding a land swap.

Town of Kremmling: According to Mark Campbell, things are going well in Kremmling. In a prior downtown assessment, citizens were displeased with the previous rafting climate, where rafters did not seem to contribute to the economy. That situation⁵² changed when a rafting company moved to

town permanently, and their success has brought three other rafting companies into town, which has completely changed the dynamic. Finally, despite construction on Highway 9, Kremmling raised the highest sales tax revenue ever, in June.

NWCCOG Broadband: Nate Walowitz reported that Red Cliff is currently his number one priority. A NEPA study is required as ComNet Cellular expressed interest in purchasing the tower. This is causing some delays, but temporary solutions will bring broadband and cellular to the area sometime in November. In Kremmling, Nate is working on finding more fiber for the community, and he is collaborating with Jackson County on a strategic plan. CenturyLink announced today that they are going to accept the CAF 2 funding, requiring them to serve 53,000 rural households and businesses. Nate's plan is to get as many of those rural numbers in our region. The EDD region has received a substantial amount of the DOLA funding available with over \$4M allocated. Broadband is essential to not only economic development but community development, as it affects real estate, businesses, and education.

Town of Walden: Suze Kanack stated that Walden is doing well and heading into hunting season, which is their busiest time of year. Main Street is full. Walden is excited about the opportunities broadband will bring to their region.

New Business:

None.

Adjournment:

M/S/P Suze Kanack and Chris Romer to adjourn the EDD meeting at 2:45 p.m.

Tom Clark, EDD Board Chair

Date

Northwest Colorado Council of Governments
Budget vs Actual - 3800 - Economic Development Planning
December 2015

	Dec 15	Budget	% of Budget	Jan - Dec 15	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4000 · Grant Income							
4100 · Federal Grant Income	0.00	0.00	0.0%	61,000.00	61,000.00	100.0%	61,000.00
4200 · State Grant Income	17,667.17	0.00	100.0%	17,667.17	17,667.00	100.0%	17,667.00
Total 4000 · Grant Income	17,667.17	0.00	100.0%	78,667.17	78,667.00	100.0%	78,667.00
4510 · Local Funding							
4520 · Other Local Funding	0.00	0.00	0.0%	0.00	2,581.00	0.0%	2,581.00
4630 · NWCCOG Matching	5,083.33	0.00	100.0%	61,000.00	61,000.00	100.0%	61,000.00
Total 4510 · Local Funding	5,083.33	0.00	100.0%	61,000.00	63,581.00	95.9%	63,581.00
4620 · Reimbursed Expenses	2,491.59	0.00	100.0%	5,642.09	576.00	979.5%	576.00
4640 · Carryover Revenue	0.00	0.00	0.0%	11,322.46	13,587.00	83.3%	13,587.00
Total Income	25,242.09	0.00	100.0%	156,631.72	156,411.00	100.1%	156,411.00
Gross Profit	25,242.09	0.00	100.0%	156,631.72	156,411.00	100.1%	156,411.00
Expense							
6100 · Payroll Expenses							
6110 · Executive Director	1,060.04	0.00	100.0%	13,846.80	20,310.00	68.2%	20,310.00
6121 · Gen Program Staff	4,825.42	0.00	100.0%	57,905.04	57,905.00	100.0%	57,905.00
6210 · Taxes & Benefits	2,132.19	0.00	100.0%	27,142.63	27,449.00	98.9%	27,449.00
Total 6100 · Payroll Expenses	8,017.65	0.00	100.0%	98,894.47	105,664.00	93.6%	105,664.00
6130 · Meeting Expense	0.00			40.95			
6410 · Contract Staff	0.00			19,901.00			
6520 · Outside Contract							
6420 · Fiscal Officer Expense	0.00			302.50			
6421 · Fiscal Assistant Expense	100.00			1,635.00			
6510 · Contractor	0.00	0.00	0.0%	0.00	25,938.00	0.0%	25,938.00
6520 · Outside Contract - Other	0.00			192.50			
Total 6520 · Outside Contract	100.00	0.00	100.0%	2,130.00	25,938.00	8.2%	25,938.00
6610 · Office Supplies	0.00	0.00	0.0%	282.05	338.00	83.4%	338.00
6640 · Postage	0.00	0.00	0.0%	75.80	86.00	88.1%	86.00
6660 · Advertising Expense	2,150.00	0.00	100.0%	4,294.28	1,226.00	350.3%	1,226.00
6670 · Internet /Website Expense	0.00	0.00	0.0%	161.41	194.00	83.2%	194.00
6680 · Dues & Subscriptions	8.32	0.00	100.0%	1,680.01	863.00	194.7%	863.00
6720 · Rent & Utilities	181.54	0.00	100.0%	2,178.48	2,180.00	99.9%	2,180.00
6910 · Charitable Donations	0.00	0.00	0.0%	5,150.00	150.00	3,433.3%	150.00
7110 · Program Supplies	0.00	0.00	0.0%	204.05	217.00	94.0%	217.00
7130 · Travel & Meeting	389.26	0.00	100.0%	8,040.87	6,000.00	134.0%	6,000.00
7150 · Training & Technical Assistance	-4,225.00	0.00	100.0%	-595.94	4,355.00	-13.7%	4,355.00
7910 · Indirect Cost Allocation	0.00	0.00	0.0%	8,088.38	9,200.00	87.9%	9,200.00
Total Expense	6,621.77	0.00	100.0%	150,525.81	156,411.00	96.2%	156,411.00
Net Ordinary Income	18,620.32	0.00	100.0%	6,105.91	0.00	100.0%	0.00
Net Income	18,620.32	0.00	100.0%	6,105.91	0.00	100.0%	0.00