

**PROWERS COUNTY, COLORADO BOARD OF COMMISSIONERS
OCTOBER 14, 2025**

- 7:00 a.m. Mark Dorenkamp, Road & Bridge Supervisor
- Update (AM Breakfast House , 410 S Main St, Lamar, CO 81052)

**PROWERS COUNTY ANNEX – MEZZANINE ROOM
1001 S. MAIN STREET, LAMAR, CO 81052**

WORK SESSION

- 8:30 a.m. Tallie Harmon, Prowers Economic Prosperity Director
- PEP update monthly
- 9:15 a.m. Rosana Reyes, Ph.D., Lamar Community College President
- LCC Update
- Amy Valentine LCC Foundation
- 9:45 a.m. Rosie Gomez, The Cornerstone
- Updates
- 10:30 a.m. Larry Caster, Enterprise Leasing
- Q & A for Vehicle Leasing Program
- 11:00 a.m. Teale Hemphill, SECRHA
- Regional housing authority next-steps

MEETING AGENDA

- 1:00 p.m. Invocation
- Pledge of Allegiance
- Call Meeting to Order
- Roll Call

CONSENT AGENDA ACTION ITEMS:

1. Consider Approval of Adoption of Agenda
2. Consider Approval of Payment of Bills Presented and of Voiding Checks, if any, for all County Funds and DHS Funds, which include WHC and H3C Funds
3. Consider Approval of September 23, 2025 Meeting Minutes

PUBLIC APPEARANCES

Anyone wishing to address the BOCC may do so at the discretion of the Board and subject to a three-minute limitation.

CERTIFICATE PRESENTATION

Faron Williams - 30 years

Delaine Dunning - 35 years

BID PRESENTATION

Public Health and Environment

Present of vehicle bids

CORONER UPDATE

Budget and Deputy Pay

UPDATES

Don Wilson, County Administrator

• County Administrator update

Paula Gonzales, County Finance/Budget Officer

2026 Preliminary Budget Discussion

Rose Pugliese, Esq.

County Attorney update

ACTION ITEMS:

1. Consider approval of awarding two vehicle bids for the Public Health Department.
2. Consider approval of a Memorandum of Understanding for Control of Confidential Data from the Colorado Department of Revenue and appointing Jana Coen, Prowers County Clerk to receive the Confidential Data Information for 2026 County Lodging Tax Collections.
3. Consider approval of a Memorandum of Understanding for Control of Confidential Data from the Colorado Department of Revenue and appointing Jana Coen, Prowers County Clerk to receive the Confidential Data Information for 2026 County Sales and Use Tax Collections.

4. Consider ratifying 9-26-2025 email poll approval for payment of bills presented for County General Payroll, Payroll AP and AP in the amount of \$1,116,451.12, less August Unemployment of \$1,216.76 for a total of \$1,115,234.36, DHS Payroll, Payroll AP and AP in the amount of \$262,018.13 and H3C Payroll, Payroll AP and AP in the amount of \$123,465.42 all with a certification date of October 14, 2025 and authorizing the use of the Commissioner's signature stamps.
5. Consider approval of Intergovernmental Agreement Amendment #1, 26 IHFA 200956 to the original Contract 25 IHFA 191027 between the Colorado Department of Early Childhood and Prowers County Department of Human Services in the total amount of \$92,135.002 and authorizing Department of Human Services Director, Lanie Meyers-Mireles to execute the agreement electronically.
6. Consider approval of Fairgrounds Facility Rental Agreement and Waiver of Fees for Rolling Hills Cowboy Camp Meeting, event scheduled for May 27-31, 2026.
7. Consider approval of a Resolution "Declaring Non-Implementation of the Wildland Urban Interface Code Based on Unfunded Mandates Statute".
8. Consider approval of a Credit Card Authorization Request for Anthony Letteer, Transit Operations Manager, credit card limit of \$1,000.00.
9. Consider approval of Contract Amendment #1, 2026*0172 to original Contract 2025*0086 for Hospital Preparedness Program, and authorizing Public Health Director, Meagan Hillman to execute the contract electronically.
10. Consider approval to acknowledge by the BOCC annual Liquor License for Lamar Stop, LLC (Convenience Store), License type: Fermented Malt Beverage & Wine (County) at the location of 33110 County Road 7, Lamar, CO, expiration November 15, 2026.
11. Consider approval to acknowledge by the BOCC an annual Liquor License for Lamar Stop, LLC (Restaurant), License type: Beer & Wine (County) at the location of 33110 County Road 7, Lamar, CO, expiration 11-15-2026.
12. Consider ratifying 10-02-2025 email poll approval of a letter of support sent to SECOR Governing Board, Region 19 RFP Committee Members in support of the Advantage Treatment Centers RFP for bringing transitional living beds to Southeast Colorado.
13. Consider ratifying 10-6-2025 email poll approval of payment of bills presented for County General Fund Payroll, Payroll AP and AP in the amount of \$68,049.00 less \$2,504.98 in certification fund correction for a total Certification amount of \$65,544.15 with a certification date of October 7, 2025, and authorizing the use of the Commissioner's signature stamps.
14. Consider approval of scheduling a public hearing for the Permit Application to Conduct a Designated Activity of State Interest or to Engage in Development in a Designated Area of State Interest for Tri-State Generation and Transmission Association, Inc.

15. Consider approval for consent to the use of Prowers County Housing Development funds held at SECRHA to acquire property located in Prowers County.
16. Consider approval of a Letter allowing Destination I.Q. to have access to the Prowers County's Google Add Account(s) and delegating the Lodging Tax Panel for advertising decisions.
17. Consider approval of Memorandums of Understanding to facilitate the Prowers County Hotline County Connection Center with answer and processing of Child Welfare and Adult Protection Services related Hotline calls and performing tasks outlined in the MOU's effective January 1, 2026 and ending December 31, 2026 with the following counties: Costilla, Delta, Logan, Park, Pitkin, Routt, Conejos, Crowley, Kit Carson, Lincoln, Phillips, Pueblo, Douglas, Yuma, Elbert, Cheyenne, Washington, and Summit and authorizing Director of Human Services, Lanie Meyers-Mireles to execute the MOU's.
18. Consider approval of Bid and Acceptance Contract for Specialty HVAC in the amount of \$95,638.00 to modify Courthouse HVAC System and to add additional monitoring capabilities.

PREVIOUSLY TABLED ACTION ITEMS:

1. Consider approval of a Contract with Reassurance Solutions in the amount of \$22,000 for holding cell monitoring system for providing staff early notice of medical and addiction issues and authorizing Prowers County Sheriff Sam Zordel to execute the agreement.
2. Consider approval of a Service Agreement between Idemia Identity & Security USA, LLC. and Board of County Commissioners to provide biometric identification services at the Prowers County Sheriff's Office and authorizing Prowers County Sheriff Sam Zordel to execute the agreement.

EXECUTIVE SESSION

- Executive Session pursuant to C.R.S. §24-6-402(4)(b) Conference with the attorney for the purposes of receiving legal advice on specific legal questions.
- Executive Session pursuant to C.R.S. §24-6-402(4)(b) Conference with the attorney for the purposes of receiving legal advice on specific legal questions related to 2026 Budget Discussions.

ADJOURN

NOTE: This Agenda is provided for informational purposes only. Action may be taken on any or all of the items. All times are approximate. If any given item is finished earlier than anticipated, the Commissioners may move on to the next item. The only exceptions are public hearings on items which have had published notices of a specific hearing time; those items will not begin until the specific time or after.

If you need assistance in participating in this meeting due to a disability as defined under the Americans with Disabilities Act, please call 719-336-8030 at least three days prior to the scheduled meeting to request an accommodation.

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-2025

Submitter: Meagan Hillman, PH Director

Submitted to the County Administration Office on: 9-23-2025

Return Originals to: N/A

Number of originals to return to Submitter: N/A

Contract Due Date: N/A

Item Title/Recommended Board Action:

Consider approval of awarding two vehicle bids for the Public Health Department.

Justification or Background: Discussed at previous BOH meeting

Fiscal Impact: This item is budgeted in the following account code:

County: \$----- Federal: \$----- State: \$----- Other: \$-----

Approved by the County Attorney on:

Additional Approvals (if required):

**PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO
COUNTY ADMINISTRATION.**

THANK YOU!

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-2025

Submitter: Jana Coen, County Clerk

Submitted to the County Administration Office on: 9-25-2024

Return Originals to: Jana Coen, County Clerk

Number of originals to return to Submitter: 1

Contract Due Date: November 30, 2025

Item Title/Recommended Board Action:

Consider approval of a Memorandum of Understanding for Control of Confidential Data from the Colorado Department of Revenue and appointing Jana Coen, Prowers County Clerk to receive the Confidential Data Information for 2026 related to County Lodging Tax Collections.

Justification or Background:

Obtaining from DOR the confidential data information for local sales taxes, lodging taxes, and administer tax collection on behalf of Prowers County.

Fiscal Impact: This item is budgeted in the following account code:

County: \$_____ Federal: \$_____ State: \$_____ Other: \$_____

Approved by the County Attorney on:

Memorandum of Understanding for Control of Confidential Data

Pursuant to § 29-2-106(4), C.R.S., and for the purpose of obtaining from the Colorado Department of Revenue ("Department"), confidential information concerning local sales taxes collected and administered by the Department on behalf of the city/county/special district (hereafter referred to as "Jurisdiction")

of _____ Prowers County (County Lodging Tax) _____ appoints

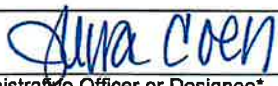
(Name) _____ Jana Coen (Title) _____ Prowers County Clerk _____, an employee of the Jurisdiction, to receive this confidential information. The appointee, on behalf of the Jurisdiction and on his or her own behalf, hereby agrees as follows:

A. Safeguarding Confidential Information:

1. To store and maintain confidential information in a secure place, physically and/or electronically.
2. To keep adequate records of what confidential information is received and the disposition thereof.
3. To restrict access to such information to persons whose duties and responsibilities require such access, and to make certain that confidential information is not disclosed to unauthorized persons.
4. The information obtained pursuant to this agreement shall be used only for the purpose of administration and enforcement of the sales and/or use tax laws of the undersigned Jurisdiction of the State of Colorado
5. To keep confidential the Jurisdiction's sales tax account number, user ID and computer password(s) issued by the Department, and to immediately provide written notification to the Department of any change in person designated in this Memorandum and/or the need for a new password for any reason.
6. To keep confidential the monthly report Web site address and the Department's local government support email address.
7. To allow the Department to review the adequacy of the safeguard measures established hereunder.
8. It is understood and agreed that if any of these safeguards are violated, the Department may refuse to furnish any additional information concerning the status of vendor's accounts and/or impose additional or alternative safeguard procedures. It is understood and agreed that violators of confidentiality statutes may be subject to criminal prosecution and removal from office.

B. Maintaining Accurate Records:

1. The Jurisdiction shall take an active role in identifying retailers within the boundaries, including, but not limited to, reviewing monthly Department Site and Open or Closed Accounts reports to determine whether retailers are incorrectly excluded or included in Department reports and timely advising the Department of annexations or other changes in the jurisdiction involving retailers.
2. The Jurisdiction shall contact said retailers who are not correctly identified in Department Site and Open or Closed Accounts reports to determine whether such retailers should be included or excluded on monthly reports.
3. The Jurisdiction shall timely notify the Department of corrected information or unresolved issues concerning said retailers.
4. The information obtained pursuant to this agreement shall be used only for the purpose of administration and enforcement of the sales and/or use tax laws of the undersigned jurisdiction of the State of Colorado.

Municipality or County of Prowers County	Date 9-25-2025
Jurisdiction Mailing Address 301 S. Main St., Ste. 210, Lamar, CO 81052	Appointee Phone Number 719-336-8011
Appointee Name** Jana Coen	Title Prowers County Clerk
Appointee Signature 	Appointee Email *** jcoen@prowerscounty.net
Name of Chief Administrative Officer or Designee* Ron Cook	Title Chairperson, Board of County Commissioners
Chief Administrative Officer or Designee Signature	Chief Administrative Officer or Designee Email rcook@prowerscounty.net
Department of Revenue Approval	
By	Title Deputy Executive Director

* Signature of the chief administrative officer or his/her designee who has authority to enter into contractual agreements on behalf of the jurisdiction. The person signing should be someone other than the appointee.

** I have read the Memorandum of Understanding on Control of Confidential Data as set forth above and I promise and agree to safeguard all confidential information received from the Department of Revenue under this agreement.

*** Notification of matters related to the Local Government Sales Tax Information System will be sent to this email address. The User ID and Password will also be sent to this email address.

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-2025

Submitter: Jana Coen, County Clerk

Submitted to the County Administration Office on: 9-25-2024

Return Originals to: Jana Coen, County Clerk

Number of originals to return to Submitter: 1

Contract Due Date: November 30, 2025

Item Title/Recommended Board Action:

Consider approval of a Memorandum of Understanding for Control of Confidential Data from the Colorado Department of Revenue and appointing Jana Coen, Prowers County Clerk to receive the Confidential Data Information for 2026 County Sales and Use Tax Collections.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____

Federal: \$ _____

State: \$ _____

Other: \$ _____

Approved by the County Attorney on:

Additional Approvals (if required):

Memorandum of Understanding for Control of Confidential Data

Pursuant to § 29-2-106(4), C.R.S., and for the purpose of obtaining from the Colorado Department of Revenue ("Department"), confidential information concerning local sales taxes collected and administered by the Department on behalf of the city/county/special district (hereafter referred to as "Jurisdiction")

of Prowers County (County Sales/Use Tax) appoints

(Name) Jana Coen (Title) Prowers County Clerk, an employee of the Jurisdiction, to receive this confidential information. The appointee, on behalf of the Jurisdiction and on his or her own behalf, hereby agrees as follows:

A. Safeguarding Confidential Information:

1. To store and maintain confidential information in a secure place, physically and/or electronically.
2. To keep adequate records of what confidential information is received and the disposition thereof.
3. To restrict access to such information to persons whose duties and responsibilities require such access, and to make certain that confidential information is not disclosed to unauthorized persons.
4. The information obtained pursuant to this agreement shall be used only for the purpose of administration and enforcement of the sales and/or use tax laws of the undersigned Jurisdiction of the State of Colorado
5. To keep confidential the Jurisdiction's sales tax account number, user ID and computer password(s) issued by the Department, and to immediately provide written notification to the Department of any change in person designated in this Memorandum and/or the need for a new password for any reason.
6. To keep confidential the monthly report Web site address and the Department's local government support email address.
7. To allow the Department to review the adequacy of the safeguard measures established hereunder.
8. It is understood and agreed that if any of these safeguards are violated, the Department may refuse to furnish any additional information concerning the status of vendor's accounts and/or impose additional or alternative safeguard procedures. It is understood and agreed that violators of confidentiality statutes may be subject to criminal prosecution and removal from office.

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Municipality or County of Prowers County	Date 9-25-2025
Jurisdiction Mailing Address 301 S. Main St., Ste. 210, Lamar, CO 81052	Appointee Phone Number 719-336-8011
Appointee Name** Jana Coen	Title Prowers County Clerk
Appointee Signature 	Appointee Email *** jcoen@prowerscounty.net
Name of Chief Administrative Officer or Designee* Ron Cook	Title Chairperson, Board of County Commissioners
Chief Administrative Officer or Designee Signature	Chief Administrative Officer or Designee Email rcook@prowerscounty.net
Department of Revenue Approval	
By	Title Deputy Executive Director

* Signature of the chief administrative officer or his/her designee who has authority to enter into contractual agreements on behalf of the jurisdiction. The person signing should be someone other than the appointee.

** I have read the Memorandum of Understanding on Control of Confidential Data as set forth above and I promise and agree to safeguard all confidential information received from the Department of Revenue under this agreement.

*** Notification of matters related to the Local Government Sales Tax Information System will be sent to this email address. The User ID and Password will also be sent to this email address.

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-2025

Submitter: Paula Gonzales, Finance Director

Submitted to the County Administration Office on: Email Poll 9-26-25

Return Originals to: Administration & Jana Coen

Number of originals to return to Submitter: 1

Contract Due Date:

Item Title/Recommended Board Action:

Consider ratifying 9-26-2025 email poll approval for payment of bills presented for County General Payroll, Payroll AP and AP in the amount of \$1,116,451.12, less August Unemployment of \$1,216.76 for a total of \$1,115,234.36, DHS Payroll, Payroll AP and AP in the amount of \$262,018.13 and H3C Payroll, Payroll AP and AP in the amount of \$123,465.42 all with a certification date of October 14, 2025 and authorizing the use of the Commissioner's signature stamps.

Item Title/Recommended Board Action:

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____

Federal: \$ _____

State: \$ _____

Other: \$ _____

Approved by the County Attorney on:

Additional Approvals (if required):

PROWERS COUNTY APPROVE TO PAY

APPROVE PAYMENTS AS HEREIN SET FORTH. CHECK NUMBERS AS LISTED BELOW ARE ALL
INCLUSIVE, ARE SET OPPOSITE THEIR NAMES, AND TOTALING THE SUM OF: \$1,116,451.12
DRAWN ON COUNTY GENERAL FUNDS. DATED AS OF: **September 30, 2025**

#

	A/P	PAYROLL	FRINGES
COUNTY GENERAL FUND	\$ 231,946.91	321,706.96	101,357.89
ARPA FUND	\$ -	-	-
FSA ACCOUNT	\$ -	-	-
BOOKING FEES ACCOUNT	\$ -	-	-
PUBLIC HEALTH AGENCY	\$ 3,435.07	127,474.97	34,240.98
ROAD & BRIDGE FUND	\$ 15,204.05	71,653.87	18,845.98
SALES & USE TAX FUND	\$ -	-	-
CONSERVATION TRUST FUND	\$ -	-	-
CAPITAL FUND	\$ -	-	-
OTHER AGENCIES FUND	\$ -	-	-
LODGING TAX FUND	\$ -	211.75	67.14
CRMC FUND	\$ 100.48	69,653.90	23,845.64
OPC FUND	\$ 607.17	71,274.16	24,824.20
Totals	\$ 251,293.68	\$ 661,975.81	\$ 203,181.83

DATE: September 30, 2025

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DATE: September 30, 2025

BOCC CHAIRMAN

COMMISSIONER

COMMISSIONER

CLERK TO THE BOARD

Total Paid Approve To Pay	\$	1,116,451.12
AP + Fringes	\$	454,475.51
Total Pd Certification - Payroll	\$	454,475.51
Total Payroll + Fringes	\$	865,157.44

Ending Check No.	76464
Beginning Check No.	76415
	1
Total Number of Checks:	50

STATE OF COLORADO }
 } SS:
COUNTY OF PROWERS }

Abbie Campbell
Prowers County Treasurer's Office

PROWERS COUNTY TREASURER CERTIFICATION

COUNTY GENERAL FUND - 01
76415-76464

0010

September 30, 2025

August Unemployment

Payroll
Total Fringes

Total \$ 653,795.00

ARPA -

0018

Total \$ -

ROAD & BRIDGE FUND - 02

0020

Payroll
Fringes

Total \$ 105,703.90

FSA (Cafeteria) 552

0552

2024

Total \$ -

Sheriff's Booking Fees

0675

2024
Payroll

Total \$ -

SALES & USE TAX FUND - 03

0900

2024

Total \$ -

CONSERVATION TRUST FUND - 06

0130

2024

Total \$ -

CAPITAL FUND - 07

0100

2024

Total \$ -

OTHER AGENCIES FUND- 08

0100

2024

Total \$ -

LODGING TAX - 09

0014

Payroll
Total Fringes

Total \$ 278.89

PUBLIC HEALTH AGENCY - 11

0676

Payroll
Total Fringes

Total \$ 165,151.02

CRMC

0016

Payroll
Total Fringes

Total \$ 93,600.02

DPC

0017

Payroll
Total Fringes

Total \$ 96,705.53

Paula Gonzales, Finance Director

GRAND TOTAL \$ 1,115,234.36



Prowers County, CO

Payroll - Summary Detail Register

Payroll Summary

Packet: PYPKT00068 - PP September 2025 pd 9/30/25
Payroll Set: 01 - Payroll Set 01

Pay Period: 09/01/2025 - 09/30/2025

Total Direct Deposits: 486,292.14
Total Check Amounts: 0.00

Males Paid: 78
Females Paid: 93
Unknown Paid: 0
Total Employees: 171

EARNINGS

Pay Code	Units	Pay Amount
Adult Trans OT	66.25	2,151.69
CH Security OT	95.50	3,119.37
Elected Official	0.00	50,470.26
Extra Duty	0.00	3,403.13
Hourly Wage	20,669.80	433,789.58
Jail Nursing-H	32.50	1,625.00
JBBS-H	0.00	0.00
OT	294.50	9,731.48
Salary	0.00	157,685.10
Total:	21,158.55	661,975.61

TAXES

Code	Subject To	Employee	Employer
Federal W/H	613,202.61	39,246.48	0.00
MC	646,517.17	9,374.48	9,374.48
SS	646,517.17	40,084.02	40,084.02
State W/H	613,202.61	22,991.00	0.00
Unemployment	608,380.35	0.00	1,216.76
Total:		111,695.98	50,675.26

DEDUCTIONS

Code	Subject To	Employee	Employer
457 %	4,827.33	193.09	0.00
457 AMT	0.00	150.00	0.00
457 Roth %	3,026.34	151.32	0.00
457 Roth AMT	0.00	270.00	0.00
Accident	0.00	481.14	0.00
AFLAC AT	0.00	455.06	0.00
AFLAC PT	0.00	1,676.88	0.00
Child Support	0.00	3,975.22	0.00
Colonial AT	0.00	520.84	0.00
Colonial Pre Tax	0.00	597.93	0.00
Critical AT	0.00	181.30	0.00
Dental	0.00	4,486.15	0.00
FSA	0.00	525.00	0.00
Garn-Martinez	0.00	300.00	0.00
Health Insurance	0.00	5,448.48	117,824.52
Hospital IN-Pre Tax	0.00	53.26	0.00
HSA - CSB	0.00	500.00	0.00
HSA - GN Bank	0.00	100.00	0.00
HSA - TBK Bank	0.00	1,300.00	0.00
Legal Aid	0.00	375.80	0.00
Life Ins- AD&D	0.00	0.00	1,039.68
Life Ins-Dependent	0.00	23.00	0.00
MASA	0.00	705.00	0.00
Nationwide Retirement	0.00	170.00	0.00
Retirement	656,029.12	32,801.47	32,801.47
Retirement Loan	0.00	7,643.45	0.00
Supp Life-Employee	0.00	562.90	0.00
Supp Life-Spouse	0.00	50.60	0.00
Vision	0.00	289.60	840.90
Total:		63,987.49	152,506.57

RECAP 01 - Payroll Set 01

Earnings:	661,975.61	Benefits:	0.00	Deductions:	63,987.49	Taxes:	111,695.98	Net Pay:	486,292.14
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Prowers County, CO

Check Register

Packet: APPKT00154 - 105.09.2025 09/30/2025

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Fund Op-General Fund Operating Account						
ABBA	ABBA Eye Care	09/30/2025	Regular	0.00	496.93	76415
AFL1	Aflac	09/30/2025	Regular	0.00	2,131.94	76416
AI11	Airgas Intermountain Inc.	09/30/2025	Regular	0.00	202.52	76417
AMAZON	Amazon Capital Services	09/30/2025	Regular	0.00	2,048.29	76418
ATM1	Atmos Energy	09/30/2025	Regular	0.00	33.85	76419
CFE1	Cardinelli Machine LLC	09/30/2025	Regular	0.00	397.33	76420
CINTASCORP	CINTAS CORPORATION NO. 2	09/30/2025	Regular	0.00	478.66	76421
CLN1	Colonial Life & Accident Ins Co.	09/30/2025	Regular	0.00	1,118.77	76422
DEL1	Coloradoland Tire & Service	09/30/2025	Regular	0.00	93.80	76423
CA11	Continental American Insurance Con	09/30/2025	Regular	0.00	715.70	76424
CHP1	County Health Pool	09/30/2025	Regular	0.00	130,565.83	76425
DELL1	Dell Marketing L.P.	09/30/2025	Regular	0.00	575.12	76426
DISA	DISA	09/30/2025	Regular	0.00	377.00	76427
DAF1	District Attorney	09/30/2025	Regular	0.00	32,734.67	76428
MENDEZ	Divina Mendez	09/30/2025	Regular	0.00	433.33	76429
DOMN1	Dominion Voting Systems Corporati	09/30/2025	Regular	0.00	207.83	76430
TOVARD	Donita Driskell	09/30/2025	Regular	0.00	80.00	76431
VEN01057	ELECTRONIC RECORDING TECHNOLC	09/30/2025	Regular	0.00	1,410.00	76432
FSR1	Family Support Registry	09/30/2025	Regular	0.00	3,975.22	76433
FNB1	Frontier Bank	09/30/2025	Regular	0.00	138,163.48	76434
VEN01060	GLADIS GOMEZ	09/30/2025	Regular	0.00	1,000.00	76435
GOB1	Gobin's	09/30/2025	Regular	0.00	440.95	76436
GOBINS	Gobin's Inc.	09/30/2025	Regular	0.00	295.66	76437
VEN00944	GREAT WESTERN STATES SUPPLY	09/30/2025	Regular	0.00	857.20	76438
OLING	Isabel Olinger	09/30/2025	Regular	0.00	100.00	76439
LAP1	Lamar Auto Parts	09/30/2025	Regular	0.00	6,107.76	76440
LBM1	Lamar BMS	09/30/2025	Regular	0.00	2,961.74	76441
LAMARCHR	Lamar Christian Church	09/30/2025	Regular	0.00	200.00	76442
LANGUAGE	Language Line Services	09/30/2025	Regular	0.00	173.84	76443
LEG1	LegalShield	09/30/2025	Regular	0.00	375.80	76444
VEN00937	Leonor Gamboa	09/30/2025	Regular	0.00	225.00	76445
LOGANSIMPSON	LOGANSIMPSON	09/30/2025	Regular	0.00	15,840.00	76446
LONGORIA	Margaret Longoria	09/30/2025	Regular	0.00	800.00	76447
MTS1	MASA - MEDICAL AIR TRANSPORTAT	09/30/2025	Regular	0.00	705.00	76448
VEN00954	Mountain Peak Law Group, PC	09/30/2025	Regular	0.00	300.00	76449
NCA1	Nationwide Retirement Solutions	09/30/2025	Regular	0.00	170.00	76450
VEN00983	OLDCASTLE SW GROUP INC (UNITED	09/30/2025	Regular	0.00	2,851.37	76451
PRC1	Prowers County	09/30/2025	Regular	0.00	525.00	76452
RSC3	Ranchers Supply of Lamar LLC/Ranch	09/30/2025	Regular	0.00	146.40	76453
RRA2	Rockmount Research & Alloys Inc	09/30/2025	Regular	0.00	619.75	76454
STAGNERR	Roger Stagner	09/30/2025	Regular	0.00	195.00	76455
CKN1	Ron Cook	09/30/2025	Regular	0.00	195.00	76456
MAUCH	Sharon Mauch	09/30/2025	Regular	0.00	455.00	76457
SOURCE	Source Office & Technology / Source	09/30/2025	Regular	0.00	95.08	76458
STD1-DPA	State of Colorado	09/30/2025	Regular	0.00	787.13	76459
DUNAG	Thomas Dunagan	09/30/2025	Regular	0.00	100.00	76460
VEN00958	TY HARMON	09/30/2025	Regular	0.00	195.00	76461
TTI1	Tyler Technologies Inc	09/30/2025	Regular	0.00	37,541.00	76462
WAG1	Wagner Equipment Co	09/30/2025	Regular	0.00	877.99	76463
WRE1	WEX BANK	09/30/2025	Regular	0.00	500.00	76464
CRA2	CCOERA	09/30/2025	Bank Draft	0.00	764.41	DFT0000105

Check Register

Packet: APPKT00154-105.09.2025 09/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CRA1	CCOERA	09/30/2025	Bank Draft	0.00	73,246.39	DFT0000106

Bank Code General Fund Op Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	93	50	0.00	391,876.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	2	0.00	74,010.80
EFT's	0	0	0.00	0.00
	99	52	0.00	465,887.74

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	9/2025	465,887.74
			<u>465,887.74</u>

PROWERS COUNTY DEPARTMENT OF HUMAN SERVICES
PAYROLL CERTIFICATION
MONTH: SEPTEMBER 2025

PAYROLL TYPE	DATE	CHECK NUMBERS	AMOUNT
DHS:			
SALARY	09/29/25	101767-101809	109,226.51
FRINGE	09/29/25	68796-68810	93,969.40
OPERATING	09/29/25	68811-68817	1,724.68
VOID			
AID DEPEND. CHILD:			
CHILD CARE:			
AID NEEDY DISABLED:			
CHILD WELFARE:			
LEAP:			
OAP:			
CHILD SUPPORT:			
ADMIN:			
WORK PROGRAM:			
FOOD ASSISTANCE:			
WHC:			
SALARY	09/29/25	55010-55027	33,809.26
FRINGE	09/29/25	9164-9173	23,033.81
OPERATING	09/29/25	9175	254.47
VOID	09/29/25	9174	0.00

COUNTY OF PROWERS)

I, RON COOK, CHAIRMAN OF THE BOARD OF HUMAN SERVICES OF PROWERS COUNTY, COLORADO, HEREBY CERTIFY THAT EBT AUTHORIZATIONS IN THE AMOUNT OF \$0.00 HAVE BEEN APPROVED. OTHER PAYMENTS IN THE FORM OF CHECKS IN THE AMOUNT OF \$262,018.13 ARE APPROVED TO BE PAID FROM THE HUMAN SERVICES FUND.

September 29, 2025 GRAND TOTAL \$ 262,018.13

9-30-25 DATE
9-30-25 DATE
9-30-25 DATE

CHAIRMAN
COMMISSIONER
COMMISSIONER

9/30/25 DATE
DIRECTOR

\$1,478,172.36
BALANCE AS OF 9/24/25

HOTLINE COUNTY CONNECTION CENTER

PAYROLL CERTIFICATION

MONTH: SEPTEMBER 2025

PAYROLL TYPE

CHECK NUMBERS

DATE

AMOUNT

H3C

SALARY

FRINGE

OPERATING

09/29/25

09/29/25

09/29/25

31844-31871

4308-4314

4315-4317

68,340.99

52,413.45

2,710.98

COUNTY OF PROWERS)

I, RON COOK, CHAIRMAN OF THE BOARD OF HUMAN SERVICES OF PROWERS COUNTY, COLORADO, HEREBY CERTIFY THAT PAYMENTS IN THE FORM OF CHECKS IN THE AMOUNT OF \$415.38 ARE APPROVED TO BE PAID FROM THE HOTLINE COUNTY CONNECTION CENTER.

September 29, 2025 GRAND TOTAL \$ 123,465.42

9-30-25

DATE

9-30-25

DATE

9-30-25

DATE

CHAIRMAN

COMMISSIONER

COMMISSIONER

9/23/25 *[Signature]*
DATE DIRECTOR

\$714,232.02

BALANCE AS OF 9/24/25

PROWERS COUNTY TREASURER CERTIFICATION OF EXPENDITURES

DATE: September 29, 2025

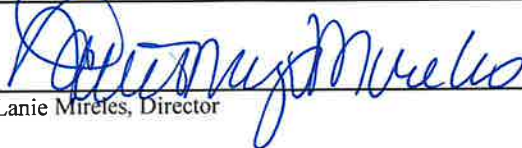
PROWERS COUNTY DEPARTMENT OF HUMAN SERVICES FUND

Prepared by:
Mindy Maestas

SALARY	<u>101767-101809</u>	<u>109,226.51</u>
FRINGE	<u>68796-68810</u>	<u>93,969.40</u>
OPERATING	<u>68811-68817</u>	<u>1,724.68</u>
WHC SALARY	<u>55010-55027</u>	<u>33,809.26</u>
WHC FRINGE	<u>9164-9173</u>	<u>23,033.81</u>
OPERATING	<u>9175</u>	<u>254.47</u>

TOTAL: \$ 262,018.13

Information Only
VOIDED CHECKS #'s: 9174



Lanie Mireles, Director

PROWERS COUNTY TREASURER CERTIFICATION OF EXPENDITURES

DATE: September 29, 2025

Prepared by:
Mindy Maestas

HOTLINE COUNTY CONNECTION CENTER FUND

H3C SALARY	<u>31844-31871</u>	<u>68,340.99</u>
H3C FRINGE	<u>4308-4314</u>	<u>52,413.45</u>
H3C OPERATING	<u>4315-4317</u>	<u>2,710.98</u>

TOTAL: \$ 123,465.42

Information Only

VOIDED CHECKS #'s:



Lanie Mireles, Director

PROWERS COUNTY DEPT. OF SOCIAL SERVICES

Invoice Register (By Expense Account)

Invoice Number / Line Description EXPENSE ACCOUNT: FRINGE	Vendor Name / Expense Account	Invoice Date	Purchase Order / Job	Amount
AP.9.22.25 AFLAC INS	AFLAC	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$725.46</u> \$725.46
AP.9.22.25 CAI	CONTINENTAL AMERICAN	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$227.55</u> \$227.55
AP.9.22.25 HEALTH INSURANCE LIFE INSURANCE SUPP LIFE INSURANCE DEP LIFE INSURANCE DENTAL INSURANCE VISION INSURANCE	CHP	09/22/25		<u>\$28,682.00</u> \$252.00 \$429.20 \$18.40 \$1,284.60 \$323.85 \$30,990.05
AP.9.22.25 COLONIAL INS BCN E3400793	COLONIAL LIFE	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$278.03</u> \$278.03
AP.9.22.25 HSA	COMMUNITY STATE BANK	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$1,190.00</u> \$1,190.00
AP.9.22.25 HSA	TBK BANK	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$125.00</u> \$125.00
AP.9.22.25 STATE TAX	COLORADO DEPT OF REVENUE	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$5,593.00</u> \$5,593.00
AP.9.22.25 RETIREMENT	CRA	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$15,652.38</u> \$15,652.38
AP.9.22.25 FSA	PROWERS COUNTY FSA	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$266.00</u> \$266.00
AP.9.22.25 CRA	CRA	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$352.24</u> \$352.24
AP.9.22.25	FRONTIER BANK	09/22/25	INVOICE AP.9.22.25 TOTAL:	<u>\$352.24</u> \$352.24

FICA & MED				INVOICE AP.9.22.25 TOTAL:	<u>\$33,015.22</u> \$33,015.22
AP.9.22.25	LEGAL SERVICES, INC.	09/22/25			
LEGAL SERVICES					<u>\$53.80</u> \$53.80
AP.9.22.25	N.A.C.O. Clearing Account	09/22/25		INVOICE AP.9.22.25 TOTAL:	<u>\$20.00</u> \$20.00
INTERNAL PLAN ID 0025497-001					
AP.9.22.2025	CRA	09/22/25		INVOICE AP.9.22.2025 TOTAL:	<u>\$5,287.67</u> \$5,287.67
LOAN REPAYMENT					
AP.9.22.25	MASA MTS	09/22/25		INVOICE AP.9.22.25 TOTAL:	<u>\$193.00</u> \$193.00
MEDICAL TRANSPORTATION				EXPENSE ACCOUNT 202.1000 TOTAL:	<u>\$93,969.40</u>
EXPENSE ACCOUNT: CORE					
AD.9.23.25	WALLACE GAS & OIL	09/23/25		INVOICE AD.9.23.25 TOTAL:	<u>\$26.68</u> \$26.68
AUTO SUPPLIES				EXPENSE ACCOUNT 444.1700 TOTAL:	<u>\$26.68</u>
EXPENSE ACCOUNT: CORE 100%					
AD.9.23.25	ATMOS ENERGY	09/23/25			<u>\$29.42</u> <u>\$7.36</u> \$36.78
UTILITIES				INVOICE AD.9.23.25 TOTAL:	<u>\$36.78</u> \$36.78
UTILITIES				EXPENSE ACCOUNT 444.1800 TOTAL:	<u>\$36.78</u>
EXPENSE ACCOUNT: TANF					
AD.9.23.25	GOBIN'S, INC	09/23/25		INVOICE AD.9.23.25 TOTAL:	<u>\$128.70</u> \$128.70
COPIER				EXPENSE ACCOUNT 444.4200 TOTAL:	<u>\$128.70</u>
EXPENSE ACCOUNT: ADMIN					
AD.9.23.25	GOBIN'S, INC	09/23/25		INVOICE AD.9.23.25 TOTAL:	<u>\$128.69</u> \$128.69
COPIER					
AD.9.23.25	COLORADO STATE TREASURER	09/23/25		INVOICE AD.9.23.25 TOTAL:	<u>\$938.58</u> \$938.58
UNEMPLOYMENT COMP				EXPENSE ACCOUNT 444.7000 TOTAL:	<u>\$1,067.27</u>
EXPENSE ACCOUNT: CHILD SUPPORT					

AD.9.23.25 COPIER	GOBIN'S, INC	09/23/25	INVOICE AD.9.23.25 TOTAL:	<u>\$55.00</u> <u>\$55.00</u>
AD.9.23.25 GENETIC TESTING	LABORATORY CORP OF AMERICA	09/23/25	INVOICE AD.9.23.25 TOTAL:	<u>\$144.00</u> <u>\$144.00</u>
			EXPENSE ACCOUNT 444.8000 TOTAL:	<u>\$199.00</u>
EXPENSE ACCOUNT: FAMILY VOICE				
AD.9.23.25 FAMILY PARTICIPATION	SHARON MAUCH	09/23/25	INVOICE AD.9.23.25 TOTAL:	<u>\$153.75</u> <u>\$153.75</u>
AD.9.23.25 GIFT CARD	CAPITAL ONE	09/23/25	INVOICE AD.9.23.25 TOTAL:	<u>\$112.50</u> <u>\$112.50</u>
			EXPENSE ACCOUNT 444.9018 TOTAL:	<u>\$266.25</u>
			REPORT TOTAL:	<u><u>\$95,694.08</u></u>

Welcome Home Center

Invoice Register (By Expense Account)

Invoice Number / Line Description	Vendor Name / Expense Account	Invoice Date	Purchase Order / Job	Amount
EXPENSE ACCOUNT: 202.1000				
AP.9.23.25	AFLAC	09/23/25		\$362.59
AFLAC INSURANCE			INVOICE AP.9.23.25 TOTAL:	<u>\$362.59</u>
AP.9.23.25	CONTINENTAL AMERICAN	09/23/25		\$107.27
CAI			INVOICE AP.9.23.25 TOTAL:	<u>\$107.27</u>
AP.9.23.25	CHP	09/23/25		\$7,448.00
HEALTH INSURANCE				\$201.16
LIFE INSURANCE				\$51.30
VISION INSURANCE				\$219.35
DENTAL INSURANCE			INVOICE AP.9.23.25 TOTAL:	<u>\$7,919.81</u>
AP.9.23.25	COLORADO DEPART OF REVENUE	09/23/25		\$1,549.00
STATE TAX			INVOICE AP.9.23.25 TOTAL:	<u>\$1,549.00</u>
AP.9.29.25	CRA	09/23/25		\$4,182.02
RETIREMENT			INVOICE AP.9.29.25 TOTAL:	<u>\$4,182.02</u>
AP.9.23.25	PROWERS COUNTY FSA	09/23/25		\$250.00
FSA			INVOICE AP.9.23.25 TOTAL:	<u>\$250.00</u>
AP.9.23.25	FRONTIER BANK	09/23/25		\$8,312.22
FICA & MEDICARE			INVOICE AP.9.23.25 TOTAL:	<u>\$8,312.22</u>
AP.9.23.25	NACO Clearing Account	09/23/25		\$250.00
INTERNAL PLAN ID 0025497-001			INVOICE AP.9.23.25 TOTAL:	<u>\$250.00</u>
AP.9.23.25	MASA MTS	09/23/25		\$67.00
MEDICAL TRANSPORTATION			INVOICE AP.9.23.25 TOTAL:	<u>\$67.00</u>
AP.9.23.25	LEGAL SERVICES, INC	09/23/25		\$33.90
LEGAL SERVICES			INVOICE AP.9.23.25 TOTAL:	<u>\$33.90</u>
			EXPENSE ACCOUNT 202.1000 TOTAL:	<u>\$23,033.81</u>
EXPENSE ACCOUNT: 444.9005				
AD.9.23.25	COLORADO STATE TREASURER	09/23/25		\$254.47
UNEMPLOYMENT #9109865			INVOICE AD.9.23.25 TOTAL:	<u>\$254.47</u>
			EXPENSE ACCOUNT 444.9005 TOTAL:	<u>\$254.47</u>
			REPORT TOTAL:	<u><u>\$23,288.28</u></u>

H3C

Invoice Register (By Expense Account)

Invoice Number / Line Description	Vendor Name / Expense Account	Invoice Date	Purchase Order / Job	Amount
EXPENSE ACCOUNT: 22100				
AP.9.22.25	AFLAC	09/22/25		\$128.61
AFLAC			INVOICE AP.9.22.25 TOTAL:	<u>\$128.61</u>
AP.9.22.25	CHP	09/22/25		\$500.00
HEALTH INSURANCE				\$40.90
SUPPLEMENTAL LIFE				\$3.68
DEPENDENT LIFE				\$633.75
DENTAL INSURANCE				\$54.30
VISION INSURANCE			INVOICE AP.9.22.25 TOTAL:	<u>\$1,232.63</u>
AP.9.22.25	CRA	09/22/25		\$4,578.55
CRA			INVOICE AP.9.22.25 TOTAL:	<u>\$4,578.55</u>
AP.09.22.2025	CRA	09/22/25		\$1,263.86
LOAN REPAYMENT			INVOICE AP.09.22.2025 TOTAL:	<u>\$1,263.86</u>
AP.9.22.25	MASA MTS	09/22/25		\$42.00
MEDICAL TRANSPORTATION			INVOICE AP.9.22.25 TOTAL:	<u>\$42.00</u>
			EXPENSE ACCOUNT 22100 TOTAL:	<u>\$7,245.65</u>
EXPENSE ACCOUNT: 22110				
AP.9.22.25	FRONTIER BANK	09/22/25		\$13,813.88
FICA			INVOICE AP.9.22.25 TOTAL:	<u>\$13,813.88</u>
			EXPENSE ACCOUNT 22110 TOTAL:	<u>\$13,813.88</u>
EXPENSE ACCOUNT: 22115				
AP.9.22.25	FRONTIER BANK	09/22/25		\$5,836.97
FEDERAL TAX			INVOICE AP.9.22.25 TOTAL:	<u>\$5,836.97</u>
			EXPENSE ACCOUNT 22115 TOTAL:	<u>\$5,836.97</u>
EXPENSE ACCOUNT: 22120				
AP.9.22.25	COLO DEPT OF REVENUE	09/22/25		\$3,240.00
STATE TAX			INVOICE AP.9.22.25 TOTAL:	<u>\$3,240.00</u>
			EXPENSE ACCOUNT 22120 TOTAL:	<u>\$3,240.00</u>

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10/14/25

Submitter: Department of Human Services

Submitted to the County Administration Office on: 9/30/25

Return Originals to: Department of Human Services

Number of originals to return to Submitter: 1

Contract Due Date: ASAP

Item Title/Recommended Board Action:

“Consider approval of Intergovernmental Agreement Amendment #1, 26 IHFA 200956 to the original Contract 25 IHFA 191027 between the Colorado Department of Early Childhood and Prowers County Department of Human Services in the total amount of \$92,135.002 and authorizing Department of Human Services Director, Lanie Meyers-Mireles to execute the agreement electronically.”

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County:

Federal:

State:

Other:

Approved by the County Attorney on: 9-30-2025

**PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO
COUNTY ADMINISTRATION.**

THANK YOU!



Contract Amendment #3

Signature and Cover Page

State Agency

Colorado Department of Human Services
Office of Children, Youth and Families
Department of Child Welfare

Contractor

Prowers County

Current Contract Maximum Amount

Initial Term

State Fiscal Year 2025	\$1,181,498.27
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Extension Terms

State Fiscal Year 2026	\$1,352,099.35
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Total for All State Fiscal Years	\$2,533,597.62
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Original Contract Number

25 IHFA 191027

Amendment Contract Number

26 IHFA 200956

Contract Performance Beginning Date

June 12, 2024

Current Contract Expiration Date

June 30, 2026

Signature page begins on next page.



The Parties Hereto Have Executed This Amendment

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

Contractor
Prowers County
Department of Human Services

DocuSigned by:

Lanie Meyers-Mireles

By: Lanie Meyers-Mireles Director,
Department of Social Services for Prowers
County

Date: 9/23/2025

State of Colorado
Jared S. Polis, Governor
Department of Human Services
Michelle Barnes, Executive Director

Signed by:

Minna Castillo

By: Minna Castillo, Deputy Executive Director-
Community Partnerships

Date: 9/23/2025

In accordance with §24-30-202 C.R.S., this Contract is not valid until signed and dated below by the State Controller or an authorized delegate.

State Controller
Robert Jaros, CPA, MBA, JD

DocuSigned by:

Telly Belton

By: Telly Belton/Toni Williamson/Amanda Rios

Amendment Effective Date: 9/25/2025



1. Parties

This Amendment (the “Amendment”) to the Original Contract shown on the Signature and Cover Page for this Amendment (the “Contract”) is entered into by and between the Contractor, and the State.

2. Terminology

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Contract shall be construed and interpreted in accordance with the Contract.

3. Amendment Effective Date and Term

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay Contractor for any Work performed or expense incurred under this Amendment either before or after the Amendment term shown in §3.B of this Amendment.

B. Amendment Term

The Parties’ respective performances under this Amendment and the changes to the Contract contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment and shall terminate on the termination of the Contract.

4. Purpose

This Amendment is to update the scope of work and add additional dollars to align with said scope of work for the Prowers County Hotline Contract.

5. Modifications

The Contract and all prior amendments thereto, if any, are modified as follows:

- A. The Contract Maximum Amount table on the Contract’s Signature and Cover Page is hereby deleted and replaced with the Current Contract Maximum Amount table shown on the Signature and Cover Page for this Amendment.



- C. Exhibit A is hereby deleted and replaced with Exhibit A1 attached per this amendment.
- D. Exhibit B2 is hereby deleted and replaced with Exhibit B3 attached per this amendment.

6. Limits Of Effect and Order of Precedence

This Amendment is incorporated by reference into the Contract, and the Contract and all prior amendments or other modifications to the Contract, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Contract, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Contract or any prior modification to the Contract, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Contract to the extent that this Amendment specifically modifies those Special Provisions.

Exhibit A-1 – Scope of Work

A. PURPOSE AND SCOPE:

This Inter Governmental Agreement (IGA) is between the Colorado Department of Human Services (“CDHS” or “the Department”) and Prowers County (herein referred to as “Contractor” and “HCCC”). Prowers County shall route reporters to the appropriate county when the Child Welfare Abuse and Neglect Routing System’s IVR (Integrated Voice Response) system cannot recognize the name of the county spoken by the caller. The Contractor shall be prepared to provide a variety of Telephone Answering Services (Section C.4 below) on behalf of counties.

B. BACKGROUND AND NEED:

Per Colorado Revised Statute (“CRS”) 26-5-111, CDHS created a statewide child welfare abuse and neglect reporting hotline (“hotline”) to ensure that all citizens of Colorado who observe or become aware of child maltreatment are able to report their concerns easily, 24 hours a day, 7 days a week (“24/7”). The new statewide hotline system will include a helpdesk, referred here into as the Hotline County Connection Center (HCCC), which will provide live call-takers to assist reporters as needed. The HCCC will be a separate entity operated and managed by the Contractor based on the provisions, terms and conditions as set forth in this agreement and associated Statement of Work (SOW).

C. CONTRACTOR’S PERFORMANCE & DELIVERABLES:

1. Deliverables

When reporters call the toll-free statewide hotline (844-CO4-KIDS), reporters will be asked to state the name of a county, and the system will route the call to that county. Any unrecognized county names will result in the caller being routed to the HCCC. Those reporters will be sent to an available HCCC call-taker (Intake Specialist) based on availability and the last time the call-taker received a HCCC call, similar to an automatic call distributor (ACD). Unless otherwise requested by CDHS, the HCCC’s primary function will be to route reporters to the appropriate county.

Therefore, the Contractor shall do the following in order to route calls:

1. Establish and maintain a location to operate the hotline, including all necessary furniture, computer equipment, emergency backup services, and secure internet access.
2. Hire and maintain sufficiently qualified and trained supervisors and call-takers.
 - a. Conduct the following background checks on all HCCC staff:
 - i. Trails Background Check
 - ii. Sex Offender Background Check
 - iii. Drug Screen
 - iv. A criminal history background check proposed by the Contractor and approved by CDHS.
 - v. Local Law Enforcement is an acceptable source.

3. Accept telephone calls by live call-takers stationed at a virtual contact center that operates 24 hours a day, 7 days a week
 - a. The HCCC staffing levels shall be adequate to handle call volume according to the customer service requirements articulated in Section 8 of this statement of work.
 - b. Staffing for each shift will be a minimum of two call-takers.
4. Utilize computers with internet access to log into, receive calls through, and document call information in the TRAILS database
5. Based on a script provided by CDHS, the HCCC will assist reporters by identifying the appropriate county, documenting initial caller information then cold transfer to the appropriate county's child abuse and neglect reporting line (queue).
 - a. Cold transfer is a call transfer in which the HCCC call-taker transfers a call to the designated county number/queue without announcing the call.
6. Maintain call handling protocol lists for all 64 counties and 2 tribes.
 - a. The list shall document the hours of operation (including after hours, weekends and holidays), the call handling options for that county or tribe, list of supervisors, appropriate case workers, hotline workers, or other resources as designated by the county or tribe.
7. Contractor shall ensure there are no less than two call-takers on duty to receive calls from reporters.
8. The Contractor shall comply with the State's information security policies.
9. The Contractor shall comply with CDHS' HIPAA Privacy and Security policies.

2. Services to reporters who are deaf or have hearing impairments

1. The Contractor shall assist reporters who utilize relay services such as TeleType (TTY), Telecommunications Device for the Deaf (TDD), or another emerging technology.
2. HCCC call-takers shall be well versed in TTY, TDD, relay services, or other emerging technologies so as to seamlessly provide HCCC services to the reporters who are deaf, hearing impaired or have other impairments to effectively communicate their concerns.

3. Translation Services

1. In the event that translation services are required, HCCC call-takers will need to conference in the translation service provider, collect the needed information then transfer the reporter to the appropriate county advising the county of the language barrier. The State of Colorado has a preferred vendor for translation services that may be used for this project. Information regarding the vendor and how to access their services will be provided to the Contractor.

4. Information Gathering Services

1. If requested by a county, the Contractor shall provide Telephone Answering Services (also known as Information Gathering services) on behalf of the county department(s) child abuse and neglect hotline on a 24 hours a day basis (seven days a week, including holidays and weekends); after hours only (considered all non-business hours); or on an as-needed basis (temporary while the county is experiencing weather related outages, resource shortages, technical outages and other issues affecting the counties ability to receive calls from reporters).

In these cases, the Contractor shall provide initial review services as defined in Volume 7 Rules (Code of Colorado Regulations 12-CCR-2509-2), and Colorado Revised Statutes, Title 19, the Children's Code. The Contractor shall staff the HCCC with supervisors and call-takers that have received Hotline worker/supervisor training and are certified as a Hotline worker/supervisor through the Child Welfare Training System. A list of certified worker/supervisor shall be made available on request. The HCCC's Hotline certified call-takers shall in these cases, the Contractor shall:

- a. Hire and maintain sufficiently qualified and trained supervisors and call-takers to complete these additional functions.
- b. Collect appropriate information from the reporters as required by CDHS and document in the Trails database.
- c. Notification will be provided to the county following the notification guidelines as established by CDHS and or in Rule.
 - i. During business hours, notify the County of receipt of a child abuse and neglect report via email and document the notification in the Trails database
 - ii. During after-hours (hours outside of the county's normal operating hours), the HCCC will make appropriate documentation then transfer reporters to the non-contracted county's queue.
- d. If the county has contracted for Information Gathering Services (also known as Call Coverage Services) the HCCC will manage the call accordance with the Memorandum of Understanding (MOU) established between the county and the HCCC and confirmed by CDHS.
- e. The Contractor will provide Information Gathering Services for counties once they have been approved by the Department of Human Services Executive Director and have entered into a mutually agreeable MOU that has been reviewed and confirmed by a CDHS Hotline designee.
- f. The HCCC will manage the development of the MOU and work with the county to get the necessary approvals.
- g. The State designated Hotline Staff member must confirm the MOU does not conflict with CDHS protocols, standards, policies and Rule.
- h. Reimbursement for the cost of providing these services will be negotiated and managed between the HCCC and the county via the MOU.
- i. The Contractor will maintain responsibility for ongoing management of the MOU and associated reimbursement processes.
- j. The Contractor will be given advance notice of a county's request and time to accommodate their request.
- k. Establish rapport with reporters and employ interviewing techniques to gather information related to child abuse and neglect
- l. Follow notification process as set forth in rule and by CDHS
- m. During business hours, notify the county of receipt of a child abuse and neglect report via email, and/or personal notification when needed.
- n. During afterhours, call the county to notify them of receipt of a child abuse and neglect report. If county is unavailable, continue to pursue contact, but send an email to ensure

they do get notice. The email does not replace the need for personal contact during afterhours.

- o. Transfer the referral to the appropriate county in the state automated case management system
- p. Obtain confirmation from county that the notification of a report referral has been received.
- q. Document the information regarding notification in the Trails system

5. Documentation Requirements

1. The Contractor shall utilize the TRAILS database to input information about all calls received through the HCCC. The information that must be captured is outlined in Volume 7 Rules, and as required by CDHS. At minimum the information should include:
 - Is the call related to child welfare?
 - Did the call require relay services for the deaf or hearing impaired?
 - Translation or Language assistance services?
 - Where the call was routed?
2. The Contractor shall utilize the Trails database to input information about all reports received through the HCCC via fax or email. The information that must be inputted is outlined in Volume 7 Rules, and as required by CDHS.

6. Training Requirements

1. The Contractor shall ensure all call-takers and supervisors are Child Welfare Hotline Certified and such certification must be maintained by meeting the State training requirements.
2. The Contractor shall train their personnel in the proper methods and techniques required to properly and satisfactorily accept phone calls, relay information, and employ customer service skills to interact with reporters, state and county staff in a professional and courteous manner.
3. The Contractor shall also train call-takers on HIPAA compliance.
4. All HCCC call-takers shall be thoroughly trained on the operations of the hotline system's call platform, TRAILS database, and any other system necessary to provide the Services outlined above. HCCC staff must be trained prior to taking calls.
 - a. Training will be available through CDHS.
5. If requested by a county, or counties, to provide any type of Telephone Answering Services on their behalf, the Contractor shall ensure it has a sufficient number of Hotline Certified call-takers and supervisors to provide the services articulated above in the back-up initial review services requirement.
 - a. Hotline call-taker/supervisor training will be available through the Child Welfare Training System
6. These requirements are subject to change. The Contractor has the ability to access on-going training through the Child Welfare Training System when policy or procedure changes warrant new training. CDHS will negotiate changes with the contractor.

8. Customer Service and Quality Assurance Requirements

1. The Contractor and all subcontractors shall be responsible for knowing and being in compliance with applicable Volume 7 rules, as well as Colorado Revised Statutes, Title 19, the Children's Code.
2. The Contractor must have a sufficient number of Hotline Certified call-takers available at all times to achieve the goals listed on the following measures on average and during peak call times:
 - a. Answer and attend to all calls within an accumulative average of 60 Seconds
 - b. Ensure call abandonment rate does not exceed the accumulative average of 3%
 - c. Provide notification of a report taken within 2 hours 95% of time.

* All three are based on accumulative totals.
3. A goals review will occur quarterly, unless an alternate schedule is required by CDHS.
 - a. CDHS may conduct quality assurance reviews of the HCCC's call recordings to assess the HCCC's quality of service.
 - b. The Contractor's performance under this IGA will also be monitored by CDHS for meeting the following criteria, and may involve input from stakeholders:
 - i. **SAFETY:** Degree to which contractor complied with applicable safety regulations for this project as described in the IGA.
 - ii. **CUSTOMER SERVICE:** Degree to which contractor was responsive to CDHS' requests for assistance.
 - iii. **COMPLIANCE:** Degree to which the Contractor conducts work in compliance with applicable Volume 7 Rules.
 - iv. **QUALITY:** Degree to which products and/or services meet or exceed standards set forth in the IGA, including exhibits and attachments thereto (collectively, "Intergovernmental Agreement or Interagency Agreement").
 - v. **TIMELINESS:** Degree to which contractor supplied products or services within the time frames identified in the IGA.
 - vi. **QUANTITY:** Degree to which the contractor supplied products and services meeting the specifications and in the amounts set forth in the IGA.
 - vii. **FLEXIBILITY:** Degree to which contractor adjusted to CDHS' changing needs.
 - viii. **TECHNOLOGY:** Degree to which contractor utilized current technologies to deliver and support products and services specified in the IGA.
 - ix. **SUPPORT:** Degree to which the HCCC monitored the HCCC number (303-866-3004) and provided support to Counties and/or call-takers experiencing technical difficulties or the need for added services.
 - x. **COST:** Degree to which the Contractor complied with the cost limitations specified in this agreement
 - c. Fiscal Monitoring shall consist of a desk audit of source documentation and previously submitted invoices. The fiscal monitoring shall happen at least once a year. CDHS will provide guidance regarding source documentation and fiscal monitoring guidelines.
 - d. CDHS shall have thirty (30) calendar days from the date that a performance review has been conducted, to evaluate the work. If CDHS believes in good faith that performance fails to meet the specifications, or is otherwise deficient, then CDHS

shall notify the Contractor of the failure or deficiencies in writing within fifteen (15) calendar days of: 1) the date the performance, if CDHS is aware of the failure or deficiency at the time; or 2) the date CDHS becomes aware of the failure or deficiency. The above time frame shall apply to all performance and/or deliverables, except for those deliverables that have a different time negotiated in writing pursuant to CDHS' fiscal rules.

4. The Contractor shall conduct its own quality assurance reviews by listening in on live calls or call recordings to ensure reporters routed to the HCCC receive timely, efficient, friendly and thorough service.
5. If the Contractor is requested to provide Telephone Answering Services (see section C.4), for a count, the Contractor will be held to the same performance expectations as Colorado counties including:
 - a. Timely documentation of information in the statewide Trails database system
 - b. Use of enhanced screening to ascertain risk and protective factors
 - c. Use of other state information systems to search for information relevant to individuals identified in reports of abuse
6. The Contractor shall support county call-takers with technical assistance as needed including:
 - a. Troubleshooting the web-based telecommunications and information technology systems utilized for the hotline system.
 - b. Program county business days and hours into the hotline system so that call routing is accurate.
 - c. Build and activate new agent profiles for HCCC and county call-takers.
 - d. Deactivate agent profiles for HCCC and county call-takers as needed.
 - e. Assist call-takers for HCCC and counties with submitting help-desk tickets for telephonic issues when they arise.

9. Telecommunications and Information Technology Requirements

The Contractor shall procure and maintain all equipment necessary to provide the services outlined in statement of work. The information systems referenced in this Contract, such as the **Comprehensive Child Welfare Information System**, are web-based applications, to which the Contractor will have access depending on the type of service requested by counties.

The Contractor shall meet or exceed the minimum telecommunications and information technology requirements needed to be compatible with the statewide hotline system. These requirements include the following:

1. The service provider's telephone system must have direct inward dialing (DID), and each HCCC call-taker must have their own DID numbers.
2. Data connectivity requirements include no less than the following:
 - a. HCCC call-takers' bandwidth needs: peak 333Kb, 270Kb Steady State after login
 - b. HCCC supervisors' bandwidth needs: 1200Kb peak and steady state
 - c. Necessary and appropriate applications, browsers and connectivity to perform the functions outlined in this agreement.

3. The Contractor shall ensure they are utilizing current technologies and associated applications to be able to receive calls and process them accordingly within the Trails database.
4. Maintain current and updated applications and software necessary to meet the requirements of the SOW.
5. The Contractor must submit access forms to the Governor's Office of Information Technology ("OIT") for each HCCC call-taker that requires access to the state automated case management system and any other State of Colorado information system needed to provide the services outlined in this Contract. These access forms must be submitted to OIT at least two weeks prior to when the call-taker will need access to the information systems.
6. The Contractor shall comply with the State's information security policies.
7. The Contractor shall comply with CDHS' HIPAA Privacy and Security policies.

10. Transition Planning

At the end of the IGA period, CDHS reserves the right to transition the HCCC to an alternate service provider or to CDHS. The Contractor shall create and maintain a transition-out plan that clearly describes what is to be done upon agreement of transition. Upon termination of the IGA for any reason, the Contractor shall provide reasonable advance notice and assist the Department in transferring responsibility for providing these services either to an alternative service provider or to the Department itself. The Contractor shall make every effort to ensure the transfer is completed in a manner that prevents reporters or state and county staff from experiencing any interruption in service.

11. Emergency Planning

The Contractor shall develop and keep updated an Emergency Services Plan that ensures operation 365 days a year on a 24-hour basis. The plan shall include specific steps to overcome:

- Power Outages
- Network Outages (telephone lines and trunks, LAN and WAN)
- Telephone Outages
- Resource Shortages (shortage of people to meet performance requirements)
- Computer Outages
- Weather-Related Disasters
- Loss of Facilities

12. Change Management.

The contractor shall:

1. Agree that any changes greater than 20% between Non-Personnel Services related budget categories must have prior written approval from the designated CDHS contact responsible for overseeing this agreement.
2. Any changes greater than 5% for Personnel Services related budget line items, must have prior written approval from the designated CDHS contact responsible for overseeing this agreement must have prior written approval from the designated CDHS contact responsible for overseeing this agreement.

3. Any request for a modification to the budget shall be submitted at least 90 days prior to the end of the contract period and may require an amendment.
4. Contractor will provide a projected budget to CDHS no later than January 7th of each year providing detailed explanation for any increases and requests for addition funding. It is understood such requests are not guaranteed, but will be seriously reviewed and addressed by CDHS.

13. Travel Stipulations

Travel is expected to be minimal, and shall be reimbursed at the prevailing state rate.

14. Performance Measures Overview

1. Contract Performance Measures

The parties will identify and agree upon up to 5 Performance Measures for use by the Parties hereunder.

1. Measures:

- a. Answer and attend to all calls within an accumulative average of 60 Seconds.
 - i. Ensures that reporters can expect to reach a live person in a reasonable amount of time when making a report. This will help prevent reporters from deciding not to leave a report.
 - ii. Help HCCC access whether they need additional resources to answer incoming calls.
- b. Ensure call abandonment rate does not exceed the accumulative average of 3%
 - i. Provides key measure when forecasting the necessary resources to meet the demand to make reports.
- c. Provide notification of a report taken within 2 hours 95% of time.
 - i. Helps with counties meeting their timeliness of response goals by ensuring reports are delivered in a timely manner so they can be properly accessed.

* All three are based on accumulative totals.

2. As to each Performance Measure, the Contractor shall collect and report to the State within 5 business days of each month for 12 months, performance data utilizing reporting tools, data collection protocols, and forms that are mutually agreed to. At minimum the HCCC will utilize the following format and example:

Entity	Total Calls	Abandoned % *	Avg Accept Time *	CA/CN Reports	Avg Submit Time (min)	% < 2 HRS
HCCC JAN	4,045	0.96%	0:00:25	1,549	42	98.10
HCCC FEB	4,427	0.45%	0:00:18	1,534	40	98.50
HCCC YTD	8,472	0.71%	0:00:22	3,083	41	98.30
TARGET	N/A	> 3.0%	> 0:60:00	N/A	N/A	> 95%
% of ATTAINMENT	N/A	100%	100%	N/A	N/A	100%

15. Payment Terms

Payment will be made within 45 days of the State's receipt of a valid invoice for the time and effort to conduct the work of this Contract and the invoice will be approved by CDHS. At a minimum the invoice shall include an itemized statement of services, including rates/hours for FTEs

16. Budget Reallocations

The Contractor may reallocate funds between the budget categories of this contract, up to 10% of the total contract amount, upon written approval by CDHS, without a contract amendment. Any allowable reallocation is still subject to the limitations of the Not to Exceed and the Contract Maximum Amount Available per Fiscal Year.

Exhibit B3 - Budget

26 IHFA 200956

eC: 2513615

OPERATING EXPENDITURES SUMMARY (2025-26)

PERSONNEL SERVICES - SALARY & FRINGE			\$	1,103,658.56	
TRAVEL			\$	500.00	
SUPPLIES & OPERATING			\$	31,800.00	
OTHER SERVICES AND/OR SUBCONTRACTORS			\$	32,780.00	
MAINTENANCE			\$	7,000.00	
INDIRECT			\$	176,360.78	
TOTAL COST			\$	1,352,099.35	
PERSONNEL SERVICES - SALARY & FRINGE					
Position Title / Employee Name	Salaries Estimated Increases for 2026	Description of Work	Gross Salary	Fringe	Total Gross Salary + Fringe
Program Manager	3%	Administration, management, supervision, oversight of the hotline operations, management of hotline budget, oversight of the training certification processes, management of the data and CQI	\$70,297.50	\$19,463.63	\$89,761.13
Supervisor X 3 FTE	3%	Supervision of call-takers, training, evaluation of staff, quality assurance	\$170,710.14	\$53,307.83	\$224,017.97
Call-Takers					
Day Shift	3%	\$17.58/Hour x 5 FTE	\$182,853.84	\$75,986.01	\$258,839.85
Night/Weekend Shift	3%	\$18.73/Hour X 8.4 FTE	\$327,170.19	\$130,183.43	\$457,353.62
Weekend Shift	COMBINED THIS WITH NIGHT SHIFT				
Back-up Coverage	3%	\$18.73/Hour X 1 FTE	\$38,948.83	\$15,498.03	\$54,446.86
Overtime		3% of Call Taker gross salary	\$16,469.19		\$16,469.19
Unemployment Insurance	3% of Gross pay	3% of Gross Pay	\$2,369.94		\$2,369.94
Employee Hiring Costs	None	\$100/Employee Screening Costs	\$400.00		\$400.00
		Total Personnel Services	\$809,219.63	\$294,438.93	\$1,103,658.56
TRAVEL					
Item	Description of Item				TOTAL
Travel	Ongoing Travel: 5,400 Miles @ .58				\$ 500.00
Lodging	12 x \$200/Day				\$ -
Per Diem	\$50/Day @ 24 Days				\$ -
	Total Travel				\$ 500.00
SUPPLIES & OPERATING					
Item	Description of Item				TOTAL
Supplies	\$400/month x 12 mos.				\$ 4,800.00
Rent	\$750/month x 12 mos.				\$ 9,000.00
Cell Phones	4 phones+6 remote hotspots+27 additional data packages per mandate \$1500/month				\$ 18,000.00
	Total Supplies & Operating				\$ 31,800.00
OTHER SUPPLIERS AND/OR SUBCONTRACTORS					
Item	Subcontractor / Entity Name				TOTAL
IT Services	Mirage Technologies				\$ 32,000.00
Records Shredding	Mobile Records Shredders \$65.00 Month				\$ 780.00
	Total Suppliers and Subcontractors				\$ 32,780.00
MAINTENANCE					
Item	Subcontractor / Entity Name				TOTAL
All Equipment	Ongoing Maintenance and Replacement Costs				\$ 7,000.00
	Total Maintenance				\$ 7,000.00
INDIRECT					
Item	Description of Item				TOTAL
	Indirect Cost calculated at 15% for Administrative, Accounting, Human Resources, Accounts Receivable/Payables, Payroll Preparation, Audit Services				\$ 176,360.78
	Total Indirect				\$ 176,360.78
	TOTAL COSTS				\$1,352,099.35

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10/14/2025

Submitter: Administration Office

Submitted to the County Administration Office on: 09/30/2025

Return Originals to: Jana Coen & Administration Office

Number of originals to return to Submitter: 3

Contract Due Date:

Item Title/Recommended Board Action:

Consider approval of Fairgrounds Facility Rental Agreement and Waiver of Fees for Rolling Hills Cowboy Camp Meeting, event scheduled for May 27-31, 2026.

Justification or Background: Annual event

Fiscal Impact: This item is budgeted in the following account code:

County: \$_____

Federal: \$_____

State: \$_____

Other: \$_____

Approved by the County Attorney on:

Additional Approvals (if required):

PROWERS COUNTY FAIRGROUNDS FACILITY

RENTAL AGREEMENT

Today's Date: <u>9/29/2015</u>	Date(s) of Events: <u>5/27-31, 2016</u>
Name of Organization: <u>Rolling Hills Cowboy Camp Meeting</u>	Set Up Time: <u>5/27/2016</u> <u>2:00</u> am ☒ pm
Name & Address of Authorized Agent: <u>C/O Steve Specht</u>	Event Starts: <u>5/28/2016</u> <u>8:00</u> am ☒ pm
<u>12744 CRW</u>	Finish Time: <u>5/31/2016</u> <u>11:30</u> am ☒ pm
<u>Lamar, CO 81052</u>	☒ Arena ☒ Home Ec
Phone: <u>719-688-1468</u>	☒ Centennial ☐ Pavilion
Sales Tax ID: <u>email: specht_5@hotmail.com</u>	
Type of Event: <u>(Tent Revival)</u>	
<u>Rolling Hills Cowboy Camp Meeting</u>	

If approved by the Board of County Commissioners (the "Commissioners"), I agree to pay fees in the amount of \$ 1215.00 or to submit a request for a waiver of the fees. I understand the decision to waive any or all of the fees are at the total discretion of the Commissioners. I have attached copies of my State of Colorado Sales Tax License and the City of Lamar Sales Tax License, if applicable. Failure to do so will result in denial of my rental request, unless I am legally exempt. The attached lease terms are part of this Agreement.

Steve J Specht
Authorized Agent

9-30-25
Date

The Commissioners reserve the right to not lease any portion or all of the Fairgrounds to any organization which it deems in its sole discretion, to be in direct and adverse competition to Prowers County merchants or is otherwise detrimental to Prowers County citizens. Fees may be adjusted at the discretion of the Commissioners based upon the number of participants or unique conditions. Fees are based on daily rates.

Rental Approved:

Gregory Williams
Maintenance & Facilities Director

9-30-25
Date

Chairman
Prowers County Board of Commissioners

Date

For County Use Only:

Date Booking Fee Paid (\$25.00): Request Waiver Damage/Cleaning Deposit: Request Waiver
Date Rental Fee Paid: Request Waiver Date Paid: _____

Inspection completed: _____ Damage/Cleaning Deposit Refunded: Y/N, if no, see attached.
Please note that any deposit refund due back to you will be provided by a Prowers County check. Checks are issued upon approval at the Commissioners' meetings.

Liability Insurance received: Yes ___ No ___ Date: _____

PROWERS COUNTY FAIRGROUNDS

FACILITY RENTAL RESERVATION AGREEMENT

Between Prowers County Board of Commissioners (Commissioners) and the Authorizing Agent (User) renting the facility, including any parking areas, if applicable (Rented Premises).

1. Determination of fees for use of the facilities shall be made by the Commissioners in accordance with the established fee schedule and agreed to by the User at the time the reservation is confirmed. Use of the Rented Premises shall not include Prowers County personnel, including, but not limited to, County Maintenance Personnel.
2. Unique events may require an increase in fees/charges and/or conditions in addition to those shown. The Commissioners reserve the right to modify any of the conditions as necessary on a case-by-case basis. Holiday use of the Fairgrounds is subject to approval by the Commissioners. All County holidays are observed by County Maintenance Personnel. No Prowers County Personnel will be made available to the User over County-approved Thanksgiving and Christmas holidays. Additional fees will be assessed for events scheduled on holidays. Overtime charges for County Maintenance Personnel at a rate of two times the normal hourly rate will be charged for holiday events, in addition to regular fees and charges, with the exceptions described previously in this paragraph.
3. Use of all facilities shall be scheduled through the Prowers County Administration Office only.
Fees and deposits:
 - a) A non-refundable booking fee of \$25.00 per event must be paid when each event is scheduled.
 - b) The \$25.00 booking fee is due before an individual or entity may have their name placed on the Fairgrounds calendar to reserve a facility at the Fairgrounds.
 - c) If the event does not go forward for whatever reason, the \$25.00 fee WILL NOT BE REFUNDED.
 - d) The remainder of the Rental Fee and Damage/Cleaning Deposit must be submitted to the office no less than ten (10) working days prior to the date scheduled. (Commercial users: fees must be paid in certified funds.) The Damage/Cleaning Deposit is required and due from all Users whether use fees are waived or not. Failure to pay fees ten (10) working days prior to the event may result in cancellation of facility use. Access to the facilities at any time other than stated on this form is not allowed unless prior approval is received from the Commissioners. Please note that the Damage/Cleaning Deposit refund, if any, due back to the User will be provided by a Prowers County check. Checks are issued upon approval at the Commissioners' meetings.
4. The scheduling of the activities shall be made in the name of one individual who must, as a condition of use, read this document and accept responsibility for adequately supervising the event; assure that the facilities are used for the purpose for which they are scheduled; reimburse the County for damage to the property or facilities including excessive clean-up costs that may occur in connection with the event; assure payment, in full, of all charges for space and equipment requested; and ensure that all promotion and advertising of events involving the use of the facilities shall identify the individual or group sponsor of the event.
5. The Damage/Cleaning Deposit must be paid within ten (10) days prior to the scheduled event. The Damage/Cleaning Deposit shall be utilized by Prowers County, if necessary, for cleanup and repair of damages of the Rented Premises. In the event that the User performs cleanup of the Rented Premises in a suitable manner and there is no damage, The Damage/Cleaning Deposit will be reviewed for return to the User at the next regularly scheduled meeting of the Commissioners. The Rented Premises is an alcohol-free facility. If any alcohol is brought to the Fairgrounds, the entire deposit will be retained. The User will be personally liable for any expense for damage and/or cleanup in excess of the required deposit.
6. In case of cancellation, the Rental Fee will be refunded (less the booking fee) if notice of cancellation is received ten (10) working days prior to scheduled use. If the event is canceled due to inclement weather, the event may

- be rescheduled with no additional fees due. If the event is rescheduled for any other reason without the required notice, an additional booking fee will be charged.
7. Subleasing or charging additional fees to use the Rented Premises will not be permitted.
 8. Non-commercial Users may have one (1) day in advance for set-up, decorating, etc. between the hours of 8:00 am and 4:00 pm, provided that there is nothing previously booked on that date. If additional days are required for set-up, an additional fee of \$100 will be charged for each additional day. Commercial Users: If special set-up/tear-down is required, standard facility use days will be charged on a ½ day basis.
 9. Liability insurance is **required** for all commercial events. Certain “at risk” activities, i.e. rodeos, tractor pulls, carnivals, circuses, etc. are **required** to provide liability insurance. An insurance certificate showing Prowers County as an additional insured **must** be provided to the County no later than ten (10) business days prior to the scheduled event.
 10. Under Colorado Law, an equine professional is not liable for any injury to or the death of a participant in equine activities resulting in the inherent risks of equine activities, pursuant to Section 13-21-119, Colorado Revised Statutes.
 11. The User acknowledges that the User’s rental of Prowers County’s property is not subject to the direct supervision and control of Prowers County personnel. Accordingly, and in express consideration for the within Agreement, User hereby agrees to indemnify, and hold harmless, Prowers County, its officers, agents, and employees from and against any and all claims for liability asserted for personal injury, or property damage to any and all persons or entities whatsoever, and arising out of the User’s rental of Prowers County’s property as hereinabove set forth. This indemnification expressly extends to any and all damage awards, and shall further cover all costs of defense, which shall be conducted in Prowers County’s sole discretion, including attorney’s and expert witness fees.
 12. The Agreement shall be and become binding upon, and inure to the benefit of the parties hereto, their heirs, personal representatives, successors and assigns. Any action necessary to construe, interpret, or enforce the provision of the Agreement shall be brought and maintained in the District Court in and for Prowers County, Colorado, with the substantially prevailing party therein being entitled, as a matter of contract law an agreement to recover its costs and expenses therein incurred, including reasonable attorneys’ and expert witness fees.
 13. Falsified or misleading information on this form may be cause for cancellation of this Agreement and forfeiture of the Damage/Cleaning Deposit and/or Rental Fees paid and may result in loss of future usage of the Rented Premises.
 14. The User shall be required to call for an on-site facility orientation with the Fairgrounds caretaker no later than five (5) working days prior to the event. The User will be familiarized with information pertaining to use of the facility, obtain keys, and will have the opportunity to ask questions of the Fairgrounds caretaker. The Fairgrounds Caretaker can be reached by calling 719-931-0034 and is available to schedule an orientation Monday – Friday 9:00 am to Noon and 1:00pm to 3:00pm. *Regularly scheduled monthly meeting organizers are not required to complete an orientation, however, are expected to cooperate with the expectations for use outlined in this Agreement.* The User understands that Prowers County does not employ 7 day per week, 24 hour per day Fairgrounds Personnel. The Fairgrounds Caretaker hours are scheduled from 8:00 am to 5:00 pm, Monday –Friday. The Fairgrounds Caretaker schedule may change to correlate with an event; however, changes must be pre-approved and are at the discretion of the Prowers County Maintenance Supervisor.
 15. Every effort has been made to provide that the Rented Premises is adequately maintained and appropriately prepared for normal use. It is further understood that the building and grounds systems can, and do, fail at times. Failures may include, but are not limited to: electrical outlet power losses and blown breakers due to abnormal use and overloaded circuits, public announcing or loudspeaker malfunctions, lighting failures, water supply problems, and restroom malfunctions, etc. There are no guarantees against such failures either implied or stipulated in this Agreement. Prowers County Personnel will only be made available during off-hours in the

event of an emergency pertaining to life safety or unsanitary conditions. All other unexpected occurrences should be documented and will be addressed on the next regular workday.

16. The User understands that costs incurred by Prowers County due to responding to non-emergency calls for service, facility or grounds clean-up, and sub-contractor repairs for damages to equipment or facilities will be billed to the user at a rate of 2 times the actual costs. It is the User's responsibility to minimize non-emergency calls for service.
17. The User agrees that it is their responsibility to provide, and be responsible for, the equipment or supplies necessary to circumvent potential failures in the buildings, restrooms, or arena including, but not limited to: portable generators, portable toilets, portable amplifier or loudspeaker systems, water, and/or water trucks for wetting a dusty arena floor, toilet paper and hand towel paper supplies, first aid supplies, etc.
18. The User is specifically responsible to ensure adherence to these written and any posted policies and to:
 - a) Provide written documentation specifying any concerns, system failures, or break-downs and deliver that documentation to the Fairgrounds Caretaker. Please do not manipulate circuit breakers.
 - b) Pick-up trash and debris accumulated during the event including parking areas and deposit the trash in the 55-gallon trash drums provided, or if full, into available dumpsters.
 - c) Re-stock indoor and outdoor men's and women's restrooms with toilet paper and paper hand towels as needed throughout the event. The Fairgrounds Caretaker will make these items available to users.
 - d) Pick-up trash in, and around, the indoor and outdoor restrooms, the kitchen, and concession stands and leave fixtures, appliances, and counter surfaces clean. Sweep and mop, or vacuum indoor floor surfaces.
 - e) Make appropriate arrangements for providing the necessary crowd control, public safety, and building security for the event.
 - f) Ensure that scheduled dance events end at 12:00 Midnight; **no exceptions.**
 - g) **Provide event security and present evidence of said security upon request by the Commissioners.**
19. Prowers County assumes no responsibility for lost or stolen items.
20. **Alcohol is not allowed on the Fairgrounds at any time. The county has a zero-tolerance policy regarding alcohol. Any violation of this policy will result in immediate revocation of access to the Fairgrounds, a permanent ban going forward, and County retention of the entire damage deposit. Local law enforcement has been authorized to remove parties in violation of this policy.**
21. **Building or grounds emergency call: 931-0034 or 931-9335. Medical or safety emergency call: 911.**

I have read, understand, and agree to the terms and conditions outlined in this agreement.

Date: 9-30-25

Organization: Rolling Hills Cowboy Camp meeting

Authorizing Agent Printed name: Steve L. Specht (Chairman)

Authorizing Agent Signature: Steve L. Specht

For Rodeo Events:

Authorized Tractor/Equipment Operator Printed Name: _____

PROWERS COUNTY FAIRGROUNDS

FEE SCHEDULE

Facilities Requested	Not For Profit	Resident or Local For Profit	Non-Resident or Non-Local For Profit		# of days/head of livestock	Total
Arena Rent <i>Daily</i>	\$150	\$300	\$970			
Pavilion Rent <i>Daily</i>	\$150	\$300	\$970			
Home Economics' Bldg. Rent <i>Daily</i>	\$500	\$250	\$500			
Use of Parking Lots Arena Lot /Grounds <i>Daily</i>			\$210			
Overnight Boarding (Arena Pens) <i>Daily</i>	\$5/Head	\$5/Head	\$10/head			
* Pavilion Boarding <i>Rodeo Events Minimum Fee Daily</i>	\$20	\$30	\$40			
R.V. or Camper Parking One Electric Pedestal and One Water Connection per Rented Space only <i>Daily</i>	\$30	\$30	\$30			
Dry Camping and Horse Penning at Designated Southwest Parking Lot ONLY <i>Daily</i>	\$10	\$10	\$20			
Elmer's Garden <i>Daily</i>	\$0.00	\$0.00	\$0.00			
Cleaning/Damage Deposit (Due 10 days prior to event)	\$1000	\$1000	\$1000			

* Rental Fees for the Pavilion for Not for Profit will not be charged since the Event Organizer is responsible for collecting the fee. The fee is still subject to 50/50 split, at the Commissioners' discretion

TOTAL (DUE 10 DAYS PRIOR TO USE)	\$	\$	\$			\$
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1. Fees are based upon a per calendar day rate. Events which extend beyond midnight of the scheduled day may be subject to a fee for an additional day.
2. The Commissioners reserve the right to request verification of not-for-profit status.
3. A commercial event is defined as an activity where fees are charged to entrants and the sponsoring entity retains some or all of the proceeds from the activity or where goods or services are offered for sale or lease to the general public. The Commissioners reserve the right to determine if an event is a commercial activity.
4. Commercial vendors will pay a fee in addition to the fees listed on the attached fee schedule in the amount of 1% of gross sales, based upon the vendor's projections. The amount of the projected sales will be verified by comparison of the projection to Sales Tax as reported to the State.
5. RV or Camper Parking is only allowed for a total of three (3) days per thirty (30)-day time period, unless in conjunction with a Registered Event.
 - a. RV or Camper Parking in conjunction with a Registered Event must follow the policies set forth in 8a. below.
 - b. For RV or Camper Parking NOT in conjunction with a Registered Event:
 - i. Electrical and water hook-up fees are to be paid and collected at the Prowers County Administration Office at 301 S Main Street, Suite 215, Lamar, CO 81052 or by calling (719) 336-8025 during normal business hours OR at the Fairgrounds Drop Box.
 - ii. Each individual RV hook-up is provided for use exclusively by only one reserved RV. There is no sharing of electrical or water hook-ups.
 - iii. No horses or livestock shall be penned near or around RV hook-up areas. Paid RV users must pen horses in covered stalls.
 - iv. No RV, Trailer, Camper or Horse Trailer electrical hook-ups are allowed at any electrical outlet located on the Pavilion Structure.
 - v. The individual or organization on record at the Prowers County Administration Office will be responsible to pay for any damage incurred due to unauthorized electrical or water connections.
6. It is the responsibility of the Event Organizer to make arrangements to meet on-site with the Fairgrounds Caretaker no later than four (4) days prior to the event to receive building keys and facility use instructions.
7. REGISTERED EVENTS ONLY:
 - a. Covered and uncovered stall fees are to be reserved, collected, refunded for cleaning, and accounted for by the Event Organizer with the understanding that if covered stalls are cleaned by the Event Organizer after use, the amount collected is split 50%/50% between the Event Organization and Prowers County.
8. REGISTERED EVENTS ONLY:
 - a. RV Electrical and water hook-up fees are to be reserved, collected, and accounted for by the Event Organizer with the understanding that:
 - i. Each individual RV hook-up is provided for use exclusively by only one reserved RV. There is no sharing of electrical or water hook-ups.
 - ii. No horses or livestock shall be penned near or around RV hook-up areas. Paid RV users must pen horses in covered stalls.
 - iii. No RV, Trailer, Camper or Horse Trailer electrical hook-ups are allowed at any electrical outlet located on the Pavilion Structure. The Event Organization will be responsible to pay for any damage incurred due to unauthorized electrical connections.

PROWERS COUNTY FAIRGROUNDS

REGISTERED RODEO EVENTS

FAIRGROUNDS USE:

The Prowers County Fairgrounds is available for registered rodeo events in-season from April through October. Conditions for use of the facilities for all events including registered rodeo events are specifically detailed in the following information:

1. Prowers County Fairgrounds Facility Rental Reservation Agreement, 3 pages. Revised October 20, 2011.
2. Prowers County Fairgrounds Facility Rental Agreement, 1 page. Revised October 20, 2011.
3. Fairgrounds Fee Schedule, 2 pages. Revised October 18, 2011.
4. All event organizers who may be interested in reserving the Prowers County Fairgrounds for a registered rodeo event are encouraged to read very carefully all of the rental information provided by Prowers County before scheduling any rodeo event.

REGISTERED RODEO EVENTS:

Scheduled registered rodeo events are to be conducted in cooperation with the established fees and agreements for use of the Prowers County Fairgrounds. Event organizers are encouraged to include this information in all event literature distributed to potential rodeo participants in an effort to lessen costly misunderstandings during the event.

Unless otherwise specified, the following are applicable to registered rodeo events:

1. The fairgrounds rodeo arena is watered regularly using a water reel. Use of the water reel by event organizers is prohibited. The rodeo arena may be watered once daily during a registered rodeo event at the event organizers request only if scheduled and coordinated with the Fairgrounds Caretaker.
2. The fairgrounds rodeo arena is worked prior to the rodeo event by the Fairgrounds Caretaker using Prowers County equipment. Working the arena during the event is the responsibility of the event coordinator. The county tractor and attached arena king finisher are available for use by the event coordinator, or specified driver, for the duration of the event. A key to the tractor is provided only after the specified driver has met on-site with the Fairgrounds Caretaker for operating instructions.
3. Concession stand use is by reservation only. Call the Prowers County Extension service (719-336-7734) to reserve.
4. The event organizer is responsible to reserve and collect fees for covered stalls located in the Prowers County Pavilion. The stalls are located in the Prowers County Sale Barn and set-up by Prowers County Staff before the event.
5. The event organizer is responsible for ensuring the following:
 - a. Scheduling with the Fairgrounds Caretaker for setting up horse stalls in the Pavilion.
 - b. Scheduling with the Fairgrounds Caretaker for cleaning the stalls after the event.
6. The event organizer is responsible for reserving and collecting all fees associated with R.V. hook-ups, dry camping, and horse stall fees.

The event organizer is responsible for ensuring the following:

1. **No** horses shall be tied or penned at, or near, any R.V. electrical or water hook-up located at the arena parking area and arena parking area fencing, or at the R.V. hook-ups located north of the Prowers County Pavilion.
2. **No** R.V. campers, horse trailers, or other similar vehicles shall not be allowed to park near, and/or plug any electrical cord into the electrical outlets located in the Prowers County Pavilion.
3. **No** horses shall be tied to, or penned near, any permanent fence or any tree located anywhere on Prowers County Fairgrounds property.

4. All dry camping and horse penning shall be located in the southwest dirt parking area only. Under no circumstances shall dry camping and penning be located on roto-mill, asphalt, or grass areas elsewhere on the Prowers County Fairgrounds property. The Event Organizer is responsible for the cost of clean-up if horses are penned or tied in areas outside dry camp areas.
5. All R.V. hook-ups (pedestal) provided for use during registered rodeo events are for one (1) R.V. camper only. Under no circumstances shall more than one R.V. camper plug into a reserved pedestal.
6. All horses and livestock are prohibited from access to paved pedestrian and driveways, grassy areas, treed areas, and covered buildings with the exception of the Prowers County Pavilion.

USE OF THE PROWERS COUNTY FAIRGROUNDS R.V.

ELECTRIC PEDESTALS

In an on-going effort to mitigate potential damage, and to maintain safe, reliable electrical pedestals it is the responsibility of the Event Organizer to remind each camper utilizing the pedestals that:

- Each electrical pedestal is wired for 50 amp., 30 amp., or 20 amp. uses and should not be overloaded with multiple or piggyback cords and appliances.
- Each electrical pedestal is intended to be used by a single user. One camper - one pedestal. Choose one 50, 30, or 20-amp outlet that best meets the required load for each R.V. or Camp Trailer.
- Each electrical pedestal is complete and ready for use. Under no circumstances shall the face plate cover be removed and/or the electrical outlets, wiring, or related pedestal components be manipulated.
- Use only safe and well-maintained electrical cords and plugs designed to carry the specified load. Under no circumstances shall exposed cord wires be direct wired into any electrical pedestal or pedestal outlet.
- Do not secure livestock or pets to the electrical pedestals or water hydrants located in designated R.V. campsites or throughout the fairgrounds.
- The **electrical pedestal located north of the Crow's Nest** is intended for auxiliary use only and **is not available for campers.**
- Report any damaged pedestals to the event coordinator, or fairgrounds staff as soon as the damage is discovered. Damage to pedestals will be charged to the event organizer at a rate double the cost for repair or replacement.
- Under no circumstances shall RV Pedestals be used by vendors.

Campers are encouraged to use the electrical pedestals safely and responsibly. The pedestals are checked daily and potential safety hazards are reported to event coordinators for immediate corrective actions. Recommendations may include re-locating campers who share pedestals, removing and replacing hazardous cords, rescinding use of an electrical pedestal, or requiring compensation for repairing damaged pedestals.

HOME EC. BUILDING CHECKLIST

- Do not tape or hang decorations from the ceiling grid or ceiling tile.
- Do not tape or staple decorations to tables, chairs, walls, windows, or doors
- Please place all chairs and tables back as they were before leaving.
- Cleaning supplies are in the custodial supply closet located in the men's room.
- Clean and put away any items that you used.
- Please clean and dry all counter tops, sinks, and appliances in restrooms.
- Sweep and Vacuum the floors.
- Wipe down all the tables.
- Pickup all trash in restrooms, kitchen, and meeting room and place in the dumpsters located outside the south door of the building.
- Turn the meeting room lights off.
- Please return thermostat settings back to the original temperature.
(68° in the winter or 75° in the summer)
- Close and lock all windows and doors. Place the building keys in the drop box located near the south door.
- Please leave the building in the condition you found it.

Please call (719) 931-0034 to reach the caretaker.

KITCHEN CHECKLIST

- Please plan for enough time to clean-up after use. It is your responsibility to clean the Kitchen after using it.
- Wash all dishes and utensils and place back in the proper location.
- Wipe off all counter tops.
- Clean all of the appliances you use including the stove, microwave, coffee machine, and refrigerator.
- Clean and dry the sinks and faucets.
- Clean up all spills on floors and counter tops.
- Sweep and mop floors.
- Leftover food will be disposed of, be sure to take leftovers with you.

**PROWERS COUNTY
REQUEST FOR WAIVER OF FEES AT FAIRGROUNDS**

On behalf of Rolling Hills Cowboy Camp, I do hereby request a waiver of fees for rental of the Fairgrounds. The waiver is needed because

We are a non-profit organization bringing
lots of people into our area from out of town. These
people spend money in our town & area while they are here.
We also purchase lots of food & other items for the meeting.

Thank you!

5/27/2020 - 5/31/2020
Date(s) of Event

Steve J. Spaul
Authorized Agent

9-30-25
Date

Fees Included in Waiver Request

☒ Booking Fee	\$ <u>25.00</u>
☐ Pavilion Rent	\$ _____
☐ Vaqueros Bldg Rent	\$ _____
☐ Arena Pens	\$ _____
☐ RV Parking	\$ _____

☒ Arena Rent	\$ <u>150 x 5 =</u>
☒ Home Ec Bldg Rent	\$ <u>250 x 5 =</u>
☐ Parking Lots	\$ _____
☐ Pavilion Boarding	\$ _____
☐ Dry Camping	\$ _____

Request is approved with the following conditions:

Date: _____

Chairman
Prowers County Board of Commissioners

Request is denied for the following reason:

Date: _____

Chairman
Prowers County Board of Commissioners

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 10/14/25

Submitter: Don Wilson

Submitted to the County Administration Office on: 10/1/25

Return Originals to: Don Wilson

Number of originals to return to Submitter: 1

Contract Due Date: N/A

Item Title/Recommended Board Action: Consider approval of a Resolution “Declaring Non-Implementation of the Wildland Urban Interface Code Based on Unfunded Mandates Statute”.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on: 9-24-2025

Additional Approvals (if required):



**RESOLUTION DECLARING NON-IMPLEMENTATION OF THE WILDLAND URBAN
INTERFACE CODE BASED ON THE UNFUNDED MANDATES STATUTE**

Resolution No. 2025-_____

WHEREAS, on September 9, 2025, the Board of County Commissioners of Prowers County, Colorado sent a letter to Governor Polis, Senate President Coleman and House Speaker McCluskie regarding the costs of unfunded mandates on Prowers County; and

WHEREAS, in the 2025 Special Session, State leaders repeatedly denounced potential federal unfunded mandates on the State as they could cause budget shortfalls; and

WHEREAS, unfunded mandates by the State on local governments cause budget shortfalls and decreases in county services; and

WHEREAS, the unfunded mandates set out in the implementation of SB 23-166 and SB 24-005 (Wildland-Urban Interface (WUI) Code) (the “WUI Code”) sets forth a one-size-fits-all approach to wildfire management that is not applicable to certain rural counties, such as Prowers County; and

WHEREAS, implementation of the WUI Code would require Prowers County to start a new department of Code Compliance, hire staff for said department and create or update building codes that do not currently exist in Prowers County; and

WHEREAS, the cost of implementation of the WUI Code is estimated to exceed \$150,000 in start-up costs and costs of \$85,000 per year; and

WHEREAS, the implementation of the WUI Code does not align with Prowers County’s values of being a business-friendly environment for developers and reducing regulations that impede the ability to construct affordable and attainable housing within Prowers County; and

WHEREAS, implementation of the WUI Code violates Prowers County’s authority to regulate land use and exercise local control; and

WHEREAS, C.R.S. Section 29-1-304.5(1) states that any unfunded mandate on a local government that is not reimbursed by the State shall be optional for the local government.

NOW THEREFORE, BE IT RESOLVED that:

1. The Board of County Commissioners of Prowers County does hereby declare that implementation of the WUI Code is an unfunded mandate, which costs are not being reimbursed by the State; and
2. The Board of County Commissioners of Prowers County exercises its rights under C.R.S. Section 29-1-304.5(1) to consider implementation of the WUI Code optional; and
3. The Board of County Commissioners of Prowers County retains its local control authority over land use.
4. The Board of County Commissioners of Prowers County shall not implement the WUI Code.
5. The Board of County Commissioner of Prowers County directs staff to send a copy of this Resolution to Governor Polis, Senate President Coleman and House Speaker McCluskie.

PASSED AND ADOPTED by the Prowers County, Board of County Commissioners, this __ day of ____, 2025.

BOARD OF COUNTY COMMISSIONERS

Ron Cook _____
County Commissioner

Roger Stagner _____
County Commissioner

Ty Harmon _____
County Commissioner

ATTEST:

Jana Coen, County Clerk

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 10/14/25

Submitter: Don Wilson

Submitted to the County Administration Office on: 10/2/25

Return Originals to: Don Wilson

Number of originals to return to Submitter: 1

Contract Due Date: N/A

Item Title/Recommended Board Action: Consider approval of a Credit Card Authorization Request for Anthony Letteer, Transit Operations Manager, credit card limit of \$1,000.00.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on:

Additional Approvals (if required):

PROWERS COUNTY
CREDIT CARD AUTHORIZATION REQUEST

Date: 9/30/2025

The employees listed below are authorized for issuance of a credit card for county business usage. They understand and will comply with the county policy regarding such cards, and are authorized for the amounts listed:

Employee Name	SSN#	Amt. Authorized	Purpose of Authorization	Date Issued (Completed by Adm. Office)
Anthony Letteer		1,000.00	New Employee	

ADDRESS: 301 So. Main, Suite 215, Lamar, CO 81052

STATEMENT ADDRESS: 301 So. Main, Suite 215, Lamar, CO 81052

The employees listed below are no longer authorized for a county credit card. The card is attached and the authorization should be discontinued the date listed.

Employee Name	SSN#	Credit Card Acct #	Authorization End Date	Date Cancelled (Completed by Adm. Office)


Signature

County Administrator
Title

Administration
Office/Department

Approved:

Chairman
Prowers County Board of Commissioners

Date: _____

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10.14.2025

Submitter: Meagan Hillman, PCPHE Director

Submitted to the County Administration Office on: 10.02.2025

Return Originals to: Meagan Hillman, PCPHE

Number of originals to return to Submitter: 1

Contract Due Date: upon signature

Item Title/Recommended Board Action: Consider approval of Contract Amendment #1 2026*0172 to original Contract 2025*0086 for Hospital Preparedness Program, and authorizing Public Health Director, Meagan Hillman to execute the contract electronically.

Justification or Background:

We are the fiscal agent for our regional Healthcare Coalition. This funds EPR activities in our region. We have been the fiscal agent since the inception of the funding.

Fiscal Impact: This item is budgeted in the following account code: _____

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on: 10-2-2025

Additional Approvals (if required):

**PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO
COUNTY ADMINISTRATION.**

THANK YOU!

FOR SUBRECIPIENTS ONLY

This is a supporting document for Contract Number: 2026*0172 AMD #1

The updated information provided here does not modify the original contract or original task order in any way. The information provided here informs the grantee of updated items that are required under 2 CFR 200.332.

Data Required by 2 CFR 200.332 (All pass-through entities must ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward. If any of these data elements change, the changes are to be reflected in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best available information when some of the information below is unavailable. A pass-through entity must provide the unavailable information when it is obtained.):

- A. Subrecipient name (which must match the name associated with its unique entity identifier):
Shown in Contractor box on cover page of original contract and subsequent modifications.
- B. Subrecipient's unique entity identifier: Y8C4HSXY95M6
- C. Federal Award Identification Number (FAIN): U3REP240730
- D. Federal Award Date: 9/24/25
- E. Subaward Period of Performance Start and End Date: Start date shown on cover page of original contract and end date shown on cover page of original contract, as updated by any subsequent modifications.
- F. Subaward Budget Period Start and End Date: Start date shown on cover page of original contract and end date shown on cover page of original contract, as updated by any subsequent modifications.
- G. Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient:
Shown on Budget Exhibit in column matching this contract modification.
- H. Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation: Shown on cover page of this contract modification and on Budget Exhibit.
- I. Total Amount of the Federal Award committed to the subrecipient by the pass-through entity:
Shown on cover page of this contract modification and on Budget Exhibit.
- J. Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA): To Improve healthcare preparedness, response, and recovery capabilities within Healthcare Coalitions (HCC's) by improving individual Community Health Center (CHC) preparedness, networking, and the hospitals level of participation within the regional HCC's.
- K. Pass-through entity is shown on the cover page in the State Agency box. Name of Federal awarding agency: Department of Health and Human Services, Admin for Strategic Preparedness and Response, Colorado Department of Public Health and Environment (CDPHE) contact: Eileen Brown Eileen.brown@state.co.us
- L. Assistance Listing number and Title; 93.889 National Bioterrorism Hospital Preparedness, \$3,539,902.00.
- M. Identification of whether the award is R&D: No
- N. Indirect cost rate for the Federal award (including if the de minimis rate is charged) per § 200.414: Shown on Budget Exhibit as indicated by indirect rate and amount.

STATE OF COLORADO
DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
CONTRACT AMENDMENT #1
SIGNATURE AND COVER PAGE

State Agency: Colorado Department of Public Health and Environment 4300 Cherry Creek Drive South Denver, Colorado 80246	Original Contract Number: 2025*0086
Contractor: Board of County Commissioners of Prowers County (a political subdivision of the state of Colorado) 301 South Main Street #215 Lamar, CO 81052 for the use and benefit of the Prowers County Public Health 1001 South Main Street Lamar, Colorado 81052-3838	Amendment Contract Number: 2026*0172 Amendment #1
Contract Performance Beginning Date: September 13, 2024	Current Contract Expiration Date: June 30, 2026
CONTRACT MAXIMUM AMOUNT TABLE	

Document Type	Contract Number	Federal Funding Amount	State Funding Amount	Other Funding Amount	Term (dates)	Total
Original Contract	2025*0086	\$151,853.00	\$0.00	\$0.00	9/13/2024-6/30/2025	\$151,853.00
Option Letter #1	2025*0086	\$5,519.98	\$0.00	\$0.00	4/1/2025-6/30/2025	\$5,519.98
Option Letter #2	2025*0086	\$0.00	\$0.00	\$0.00	7/1/2025-8/31/2025	\$0.00
Option Letter #3	2025*0086	\$6,979.20	\$0.00	\$0.00	7/1/2025-7/31/2025	\$6,979.20
Holdover Letter	2025*0086	\$0.00	\$0.00	\$0.00	9/1/2025-10/31/2025	\$0.00
Amendment #1	2026*0172	\$94,658.53	\$0.00	\$0.00	10/20/2025-6/30/2026	\$94,658.53
Current Contract Maximum Cumulative Amount						\$259,010.71

SIGNATURE PAGE

THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

CONTRACTOR	STATE OF COLORADO
Board of County Commissioners of Prowers County (a political subdivision of the state of Colorado) for the use and benefit of the Prowers County Public Health	Jared S. Polis, Governor Colorado Department of Public Health and Environment Jill Hunsaker Ryan, MPH, Executive Director
_____ By: Signature	_____ By: Signature
FULL NAME	
_____ Name of Person Signing for Contractor	_____ Name of Executive Director Delegate
TITLE	
_____ Title of Person Signing for Contractor	_____ Title of Executive Director Delegate
Date: _____	Date: _____

In accordance with §24-30-202 C.R.S., this Contract is not valid until signed and dated below by the State Controller or an authorized delegate.

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD

By: Signature

Name of State Controller Delegate

Title of State Controller Delegate

Amendment Effective Date: _____

1. PARTIES

This Amendment (the “Amendment”) to the Original Contract shown on the Cover Page for this Amendment (the “Contract”) is entered into by and between the Contractor, and the State.

2. TERMINOLOGY

Except as specifically modified by the Amendment, all terms used in this Amendment that are defined in the Contract shall be construed and interpreted in accordance with the Contract.

3. AMENDMENT EFFECTIVE DATE AND TERM

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay Contractor for any Work performed or expense incurred under this Amendment either before or after the Amendment term shown in §3.B of this Amendment.

B. Amendment Term

The Parties’ respective performances under this Amendment and the changes to the Contract contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment or October 20, 2025, whichever is later, and shall terminate on the termination of the Contract or June 30, 2026, whichever is earlier.

4. PURPOSE

The Parties entered into the agreement to strengthen and enhance the preparedness of the public health and medical systems to respond to and recover from emergency incidents through the development of Health Care Coalitions (HCCs).

The Parties now desire to extend the current term and change the current Contract Maximum Total for the following reason: to continue the project.

5. MODIFICATIONS

The Contract and all prior amendments thereto, if any, are modified as follows:

- A. The Contract Initial Contract Expiration Date on the Contract’s Signature and Cover Page is hereby deleted and replaced with the Current Contract Expiration Date shown on the Signature and Cover Page for this Amendment.
- B. The Contract Maximum Amount table on the Contract’s cover Page is hereby deleted and replaced with the Current Contract Maximum Amount table shown on the Signature and Cover Page for this Amendment.
- C. The Parties now agree to modify Exhibit B – Statement of Work of the agreement. Exhibit B – Statement of Work is deleted and replaced in its entirety with Exhibit B – Statement of

Work, attached to this Amendment for the following reason: to provide a Statement of Work for Fiscal Year 2026

- D. The Parties now agree to modify Exhibit C - Budget of the agreement. Exhibit C - Budget is deleted and replaced in its entirety with Exhibit C - Budget, attached to this Amendment for the following reason: to provide a Budget for Fiscal Year 2026

6. LIMITS OF EFFECT AND ORDER OF PRECEDENCE

This Amendment is incorporated by reference into the Contract, and the Contract and all prior amendments or other modifications to the Contract, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Contract, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Contract or any prior modification to the Contract, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Contract to the extent that this Amendment specifically modifies those Special Provisions.

STATEMENT OF WORK

To Original Contract Number 2025*0086

These provisions are to be read and interpreted in conjunction with the provisions of the contract specified above.

I. Project Description

This Public Health project serves to provide the Fiscal Agent pathway essential to the Hospital Preparedness Program (HPP) federal grant funds to pass from the recipient Colorado Department of Public Health and Environment (CDPHE) Office of Emergency Preparedness (OEPR) Medical Operations to the HealthCare Coalitions (HCC). The Federal HPP grant requires HealthCare Coalitions (HCC) as the structure to prepare, respond, and recover from threats to the healthcare system by providing situational awareness, coordination, communication, and resource management throughout Colorado. HCCs have mandatory membership criteria to collaborate with Emergency Medical Services (EMS), hospitals, Regional Emergency Medical and Trauma Advisory Councils (RETAC), Public Health partners, Emergency Managers, and the Colorado Department of Public Health and Environment (CDPHE) Office of Emergency Preparedness (OEPR) Medical Operations. HCCs develop plans, test these plans, exercise, and lead improvement initiatives in alignment with the Federal Opportunity Announcement (FOA) as well as local needs within each HCC regional. Any healthcare facility or agency impacted by disasters that may impact the healthcare system benefit from this program. It protects the health and safety of the healthcare system from all hazards to all communities improving health and safety of any individual interacting with Colorado's medical system.

II. Definitions

1. AAR/IP - After-Action Report and Improvement Plan
2. ASPR - Administration for Strategic Preparedness and Response
3. CA - Clinical Advisor
4. CO-SHARE - CDPHE OEPRs Google web page which hosts grant resources and reporting
5. EMS - Emergency Medical Service
6. FOA - Funding Opportunity Announcement
7. HCC - Health Care Coalition
8. HSEEP - Homeland Security Exercise and Evaluation Program
9. LPHA - Local Public Health Agency
10. RRC - Readiness and Response Coordinator
11. RESPTCs - Regional Emerging Special Pathogen Treatment Centers
12. RETAC - Regional Emergency Medical and Trauma Advisory Council

III. Work Plan - The spreadsheet mechanism that tracks all required activities in the federal HPP grant award with the required due dates.

EXHIBIT B

Goal #1: To strengthen and enhance the capabilities of state, local, and territorial healthcare systems to respond effectively to evolving threats and other emergencies within Colorado.

Objective #1: No later than the expiration date of the Contract, the Contractor complete the duties of a fiduciary intermediate, as the state cannot contract with the HCCs. The Contractor shall comply with HPP requirements detailed in the 2024-2029 FOA assigned to HCCs, validated through the RRC submitted documentation. The HPP FOA Guidance is a supplemental document to assist with completing the requirements in the FOA.

Primary Activity #1 The Contractor shall act as a fiduciary intermediary serving the regional HCC.

Sub- Activity #1

1. The Contractor shall execute the Sub-Awardee Agreement with the HCC RRC within 90 days of this contract execution date.
 2. The Contractor shall require compliance with CDPHE contractor requirements:
 - a. Conflict of interest disclosures are required of any HCC paid staff with employment outside of the HCC.
 - b. Agreement to adhere with current cybersecurity safety practices.
 - c. Comply with workplace safety best practices
 - d. Comply with a zero-tolerance policy toward hostility in the workplace
 3. The Contractor shall fund at least 1.0 FTE in the OEPR provided a budget template including:
 - a. The Readiness and Response Coordinator (RRC) role to the HCC
 - b. The Clinical Advisor role to the HCC (CA)
 4. The Contractor shall define the RRC role in the Sub-Awardee contract.
 5. The Contractor shall define the CA role in the Sub-Awardee contract.
 6. The Contractor shall submit the final OEPR approved budget spending plan within 30 days of execution of this contract.
 7. The Contractor shall facilitate a budget workshop with the HCC Steering Committee within 30 days of the execution of the Sub-Awardee Agreement.
 8. The Contractor shall provide monthly budget updates to the HCC Steering Committee.
 9. The Contractor shall submit the Quarterly budget report.
 10. The Contractor shall submit the standardized invoice monthly in order to reimburse HCC expenses
 11. The Contractor shall maintain communications with OEPR Medical Operations HPP staff through the OEPR provided communication pathways that including:
 - a. OEPR HPP program emails
 - b. OEPR HPP staff phone numbers
 - c. Google Meet coordinated by OEPR HPP program staff
 - d. Other virtual meeting platforms can be hosted by HCC representatives
 12. The Contractor shall support timely Sub-Awardee communications with OEPR Medical Operations HPP staff.
 13. The Contractor shall communicate any potential concerns with compliance within 5 business days of awareness of a potential issue.
-

Primary Activity #2 The Contractor shall submit a Sub-Awardee agreement with the HCC RRC that complies with OEPR expectations for compliance with the FOA requirements of HCCs, validated through RRC documentation.

Sub- Activity #2

1. The Contractor shall include the following expectations in the Sub-Awardee Agreement.
 - a. Submission of the final OEPR approved Work Plan within 30 days from execution of this contract.
 - b. Maintain a current Work plan with monthly notes
 - c. Submit the Draft FY 27 Work Plan
 - d. Submit the Draft FY 27 Budget
 - e. Maintain current Governance Documentation
 - f. Submit plans as required per the FOA into CO-SHARE
 - g. Include AFN considerations in preparedness and response documentation
 - h. Submit assessments as required per the FOA into CO-SHARE
 - i. Submit documentation of exercises as required per the FOA
 - j. Meet all Benchmarks as required per the FOA
 - k. Meet all Performance Measures as required per the FOA
 - l. Provide documentation of HCC meeting facilitation
 - m. Maintain a current HCC website
 - n. Maintain timely communications with OEPR Medical Operations HPP staff

Standards and Requirements**Communications with OEPR Medical Operations HPP Staff**

1. The content of electronic documents located on CDPHE and non-CDPHE websites and information contained on CDPHE and non-CDPHE websites may be updated periodically during the contract term. The contractor shall monitor documents and website content to maintain awareness and comply with updates.
 - a. The Contractor shall assign responsibility to HCC representatives to maintain current information in the HPP grant materials repository (CO-SHARE Google site).
 - b. The Contractor shall require HCC representatives to maintain current information in the HCC contacts section within CO-SHARE.
2. The Contractor shall report any awareness of noncompliance to OEPR within 5 (five) business days of knowledge of the issue.
 - a. Any non-compliance issues will result in a collaborative plan to come back into compliance between the following representatives:
 - i. OEPR HPP Staff
 - ii. The Contractor
 - iii. The RRC
 - iv. Other HCC representatives as requested by the Contractor.
 - v. Other HCC representatives as requested by OEPR.
3. The Contractor shall reply to OEPR requests within five (5) business days.
4. The Contractor shall ensure HCC representatives respond to OEPR requests within five (5) business days.
5. The Contractor shall request technical assistance as soon as an issue with compliance comes to awareness using one of the following methods.
 - a. The Technical Assistance google form, available online.
 - b. If there are issues utilizing the form, technical assistance may be requested by an email to

EXHIBIT B

OEPR Medical Operations HPP staff.

Budget Reporting, Invoicing Deliverables

6. The Contractor shall host the budget workshop which requires documentation of:
 - a. Attendees
 - b. Date of workshop within 30 days of the executed contract
 - c. Information required
 - i. Potential contractors to support HCC work
 - ii. Funds dispersed
 - iii. Upcoming expenses
 - iv. Spend down plan
 - v. Any issues with budget spend plan
 - d. Submit documentation of all of the above into CO-SHARE
7. The Contractor shall include the following HCC activities in the annual budget:
 - a. appropriate HCC representative travel funds to ASPR required events per the FOA.
 - b. HCC representative travel funds to OEPR required activities, per the Work Plan.
 - c. HCC representative travel funds to HCC desired events that are recommended by ASPR. Examples of ASPR encouraged meetings include but are not limited to:
 - i. National Healthcare Coalition Preparedness Conference
 - ii. Annual preparedness summit sponsored by National Association of County and City Health Officials (NACCHO)
 - iii. Medical Countermeasure (MCM) regional workshops
 - iv. ASPR sponsored MCM coordinator trainings
 - d. At least 1.0 FTE funding the following positions on separate line items in the budget.
 - i. RRC
 - ii. CA line item shall include the following information.
 1. Name
 2. Position Title
 3. Salary
 4. % Time
 5. Organization of current clinical service. Any change in clinical service is to be communicated to OEPR HPP staff within 5 business days of awareness of change in clinical service status.
 - e. HCC expected expenditures toward activities identified in the following documents on a quarterly basis to achieve full expenditure by the end of the fiscal year of this contract.
8. Invoices shall meet the following requirements:
 - a. Submitted to CDPHE email box
 - b. Invoices shall not include work in the future.
 - c. Invoices shall not include work more than 45 days prior to the invoice date.
9. Quarterly Budget reports shall include:
 - a. The original contract amount
 - b. Expenses disbursed
 - c. Remaining funds
 - d. Provide updates on allowable expenses compliant with:
 - i. the NOFO

EXHIBIT B

- ii. approved budget.

HPP FOA and Supplemental Assessment Requirements

10. The contractor shall require the following assessments per the HPP requirements.

- a. Update the readiness assessment
- b. Update the Hazard Vulnerability Assessment
- c. Complete the Cybersecurity Assessment
- d. Complete the Extended Downtime Assessment

HPP FOA and Supplemental Planning Requirements

11. The Contractor shall require the HCC meet the following plan requirements:

- a. Any plans incorporate interoperability with CDPHE and other statewide partners as appropriate.
- b. Plans incorporate Community Inclusion in Colorado maps emPOWER
- c. Update the Readiness Plan
- d. Update the HCC Training and Exercise Plan to include;
 - i. Special pathogen preparedness gaps
 - ii. Communities most impacted by avian influenza outbreak; such as rural and agricultural communities
 - iii. Healthcare workforce shortfalls
 - iv. Address gaps identified in updated assessments
 - v. Training resources via RESPTC
- e. Update the response plan to include:
 - i. The Information Sharing Plan
 - ii. The Resource Management Plan to include previous inventory management plan information including but not limited to:
 - 1. Protocol report-tracking acquisition
 - 2. Storage
 - 3. Rotation
 - 4. activation/deployment
- f. Update the Medical Surge support Plan
- g. Update the COOP
- h. Update the Cyber
- i. Update the Extended Downtime
- j. Update the Recovery plan

HPP and Supplemental FOA Required Communication Drills Deliverables

12. The Contractor shall require HCC Communication drills meet the following:

- a. All communication methods in CO-SHARE are tested one time during the contract period. This is advised to be done in combination with exercises.
- b. Current communication platforms are maintained in CO-SHARE. Current SAFECOM guidance is applied to communications-associated purchases and use.
- c. HCC communication drills include, at a minimum, the following healthcare partners.
 - i. EMS
 - ii. Hospitals
 - iii. RETACs
 - iv. LPHAs
 - v. EMs
 - vi. cdphe oepr medops@state.co.us
- d. HCC communication drills are completed in collaboration with other communications drills in the region

EXHIBIT B

- e. Communication drill documentation includes:
 - i. Platforms tested
 - ii. Number of Recipients messaged
 - iii. Number of recipients responding to notification

HPP and Supplemental FOA Required Exercises Deliverables

13. The Contractor shall require the HCC meet the following exercise expectations:

- a. apply HSEEP principles to the following FOA requirements:
 - i. Operational Based Exercises per the approved HCC TEP
 - ii. Discussion based exercises per the approved TEP
 - iii. AAR/IPs
 - iv. Document Real-life emergencies per FOA guidelines.
- b. Submit the MRSE with all NOFO requirements into CO-SHARE.

HCC Meetings Deliverables

14. The Contractor shall require HCC representatives fulfill the following HCC meeting requirements:

- a. HCC meeting minutes to be made available to members within 30 days of the meeting.
- b. HCC Meeting notes to include:
 - i. Attendee names with the role.
 - ii. Steering Committee member roles with names
 - iii. Core member roles with names
 - iv. Any action items with voting results
 - v. state funded epidemiologist in at least one meeting in the contract period
 - vi. a regional behavioral health representative in at least one meeting in the contract period.

15. The Contractor shall provide monthly budget updates to the Steering Committee. The budget update shall be uploaded into CO-SHARE in one of the following formats:

- a. Budget report included in HCC meeting notes
- b. Budget update documentation

16. The Contractor shall require HCC regional activities including multidisciplinary partners.

- a. Regional activities include:
 - i. HCC meetings
 - ii. HCC trainings
 - iii. HCC exercises
- b. Multidisciplinary partners in attendance shall include:
 - i. EMS representatives
 - ii. Hospital representatives
 - iii. RETAC representatives
 - iv. LPHA representatives

17. The Contractor shall require HCC representation at required meetings to include:

- a. HPP required national meeting
- b. OEPR hosted HCC meetings
- c. OEPR hosted HPP exercises
- d. OEPR hosted HPP trainings
- e. OEPR compliance meetings
- f. One AFN CMIST meeting during the contract period

EXHIBIT B

- g. HCC representation shall include the RRC designee, which is the RRC when available

HCC Website deliverables

18. The Contractor shall require the HCC website:

- a. display the current HCC boundaries.
- b. display HCC notification information to local partners.
- c. provide the most recent 12 months of meeting agendas
- d. display a schedule of meetings

**Expected Results
of Activity(s)**

1. Compliance with federal grant dollar award expectations
 2. Improved communications between emergency preparedness response partners at the local, regional, state and federal levels. budget
 3. Improved readiness and response to threats to Colorado's healthcare system
-

**Measurement of
Expected Results**

1. Completed grant Work Plan spreadsheet by the end of the project period.
 2. All deliverables available in the web-based repository with program content approval by dates assigned in the Work Plan spreadsheet.
-

Deliverables

Description	Completion Date
1. The Contractor shall submit the Sub-Awardee Agreement into CO-SHARE	No later than 30 days after the start date of the contract
2. The Contractor shall submit the OEPR approved budget	No later than 30 days after the start date of the contract..
3. The Contractor shall submit the OEPR approved Work Plan into CO-SHARE	No later than 30 days after the start date of the contract.
4. The Contractor shall submit documentation of budget workshop date with attendees/role	No later than 30 days after the start date of the Sub-Awardee Agreement
5. The Contractor shall submit the Quarterly budget report uploaded into CO-SHARE	No later than 30 days after the end of each quarter.
6. The Contractor shall update the HCC Work Plan in CO-SHARE monthly	No later than the last day of each month.
7. The Contractor shall submit the OEPR standardized invoice each month.	No later than 45 days after the last day of the invoice month.
8. The Contractor shall submit all FOA required assessments into CO-SHARE by the Work Plan Deadline.	No later than 14 days prior to the termination date of this contract
9. The Contractor shall submit all of the FOA required plans by the Work Plan Deadline into CO-SHARE	No later than 14 days prior to the termination date of this contract

EXHIBIT B

Description	Completion Date
10. The Contractor shall submit all documentation of communication drills into CO-SHARE by the Work Plan Deadline	No later than 14 days prior to the termination date of this contract
11. The Contractor shall submit all FOA required exercise documentation into CO-SHARE by the Work Plan Deadline	No later than 14 days prior to the termination date of this contract
12. The Contractor shall submit the Draft FY 27 Work Plan into CO-SHARE	No later than 60 days prior to the termination date of this contract
13. The Contractor shall submit the Draft FY 27 Draft Budget into CO-SHARE	No later than 60 days prior to the termination date of this contract

IV. Monitoring

CDPHE's monitoring of this contract for compliance with performance requirements will be conducted throughout the contract period by the CDPHE Contract Monitor. Methods used will include a review of documentation determined by CDPHE to be reflective of performance to include progress reports, work compliance communications, timely email or phone communications, and other fiscal and programmatic documentation as applicable. The Contractor's performance will be evaluated at set intervals and communicated to the Contractor. A Final Contractor Performance Evaluation will be conducted at the end of the life of the contract.

V. Resolution of Non-Compliance

The Contractor will be notified in writing within 15 calendar days of discovery of a compliance issue. Within 30 calendar days of discovery, the Contractor and the State will collaborate, when appropriate, to determine the action(s) necessary to rectify the compliance issue and determine when the action(s) must be completed. The action(s) and timeline for completion will be documented in writing and agreed to by both parties. If extenuating circumstances arise that requires an extension to the timeline, the Contractor must email a request to the HPP grant program staff and receive approval for a new due date. The State will oversee the completion/implementation of the action(s) to ensure timelines are met and the issue(s) is resolved. If the Contractor demonstrates inaction or disregard for the agreed upon compliance resolution plan, the State may exercise its rights under the provisions of this contract.

 COLORADO Department of Public Health & Environment							
DCPHR - 12 MONTH BUDGET WITH JUSTIFICATION FORM							
Original Contract Routing # 2025*0086							
Contractor Name	Prowers County Public Health	Contractor Contact Name Title Phone Email	Phil Graham - SERHCC Readiness and Response Coordinator (303) 641-8792 coloserhcc@gmail.com				
Budget Period	9/13/2024-6/30/2026	Contractor Contact Name Title Phone Email	Jo Lynn Idler, Prowers County Public Health Fiscal Agent and Treasurer (719) 338-8721 jldler@prowerscounty.net				
Project Name	Southeast Regional Healthcare Coalition (SERHCC) HPP Program	Contract (CT) Number	2026*0172 AMD #1				
Expenditure Categories							
Personal Services Salaried Employees							
Position Title	Description of Work	Gross or Annual Salary	Fringe	Percent of Time on Project	2025*0086 OL #3	2026*0172 AMD #1	New Contract Total
Clinical Advisor	1. Provide clinical leadership to the coalition and serve as a liaison between the coalition and medical directors/medical leadership at health care facilities, supporting entities (e.g., blood banks), and EMS agencies. 2. Review and provide input on coalition plans, exercises, and educational activities to assure clinical accuracy and relevance. Calculation includes Salary plus fringe, for the percent of time, less the OL award amount for July.	\$ 114,649.56	\$ 24,941.04	0.02	5774.13	\$ 1,928.90	\$ 7,703.03
Treasurer	Oversee and complete all fiduciary responsibilities as outlined in SOW. Calculation includes Salary plus fringe, for the percent of time, less the OL award amount for July.	\$ 57,927.96	\$ 17,685.48	0.06	\$ 6,290.71	\$ 4,052.91	\$ 10,343.62
Treasurer - Supplemental Funds	Complete additional work due to supplemental H5N1 funding	\$ 57,927.96	\$ 17,685.48	0.04	\$ 0.00	\$ 0.00	\$ 0.00
Total Personal Services					\$ 12,064.84	\$ 5,981.81	\$ 18,046.65
Supplies & Operating Expenses							
Item	Description of Item	Rate	Quantity		2025*0086 OL #3	2026*0172 AMD #1	New Contract Total
Subscription	Annual ZOOM Renewal	\$ 180.00	1		\$ 180.00	\$ 180.00	\$ 360.00
Trainings	Trainings upon request of HCC Members	\$ 1000.00	1		\$ 1,580.00	\$ 1,000.00	\$ 2,580.00
Food	Food/Snacks for HCC Members attending trainings, IPPW and Exercises	\$ 325.00	2		\$ 750.00	\$ 650.00	\$ 1,400.00
SERHCC Members	Normal operations to execute deliverables, per SOW, resources for regionalized health and medical surge emergencies, medical response and surge exercises and meeting facilitation. Decreased units from 16 due to limited funding	\$2,648.65	14		\$ 57,783.34	\$ 37,081.10	\$ 94,864.44
PPE	Distribution of PPE to HCC members participating in the MRSE for the use within their facility. To be funded with supplemental carry over funds.	\$31,000.00	0		\$ 0.00	\$ 0.00	\$ 0.00
Food	Food/Snacks for HCC Members Participating in the MRSE	\$300.00	0		\$ 0.00	\$ 0.00	\$ 0.00
SERHCC Members	Participating in and attending H5N1 activates or exercises to complete deliverables outlined in SOW. To be funded with supplemental carry over funds.	\$4,024.78	0		\$ 0.00	\$ 0.00	\$ 0.00
Total Supplies & Operating					\$ 60,293.34	\$ 38,911.10	\$ 99,204.44
Travel							
Item	Description of Item	Rate	Quantity		2025*0086 OL #3	2026*0172 AMD #1	New Contract Total
In State Mileage	Travel to monthly Local Meetings, Quarterly Coordinator's Meetings, HCC Council Meetings, State Meetings and to DIA for National HCC Conference	\$0.70	1930		\$ 3,083.34	\$ 1,351.28	\$ 4,434.62
In State Lodging	State Coordinators Meeting, HCC Council Meetings, State Meetings	\$ 140.00	2		\$ 1,120.00	\$ 280.00	\$ 1,400.00
Meals	Coordinator's Meetings, HCC Council Meetings, State Meetings	\$ 18.00	4		\$ 90.00	\$ 72.00	\$ 162.00
In State Mileage	Travel throughout the region to complete H5N1 activities and	\$0.70	0		\$ 0.00	\$ 0.00	\$ 0.00
Out of State							
Lodging	Out of State Lodging for HCC Coordinator at National HCC Conference	\$ 300.00	3		\$ 900.00	\$ 900.00	\$ 1,800.00
Flight	Out of State Travel for HCC Coordinator to National HCC Conference	\$ 700.00	1		\$ 700.00	\$ 700.00	\$ 1,400.00
Car Rental	Out of State Travel for HCC Coordinator for National HCC Conference	\$ 300.00	1		\$ 250.00	\$ 300.00	\$ 550.00

 COLORADO Department of Public Health & Environment		DCPHR - 12 MONTH BUDGET WITH JUSTIFICATION FORM Original Contract Routing # 2025*0086				
HCC Registration	National HCC Conference for HCC Coordinator	\$ 500.00	1	\$ 500.00	\$ 500.00	\$ 1,000.00
Meals	National HCC Conference for HCC Coordinator	\$ 69.00	5	\$ 345.00	\$ 345.00	\$ 690.00
Total Travel				\$ 6,988.34	\$ 4,448.28	\$ 11,436.62
Contractual						
Subcontractor Name	Description of Item	Rate	Quantity	2025*0086 OL #3	2026*0172 AMD #1	New Contract Total
SERHCC RRC	1.0 FTE (8 months @ \$5,416.66) Calculation includes Rate, Quantity, 8 months amount, less the OL award amount for July.	\$ 65000.00	1	\$ 70,416.67	\$ 37,916.61	\$ 108,333.28
SERHCC RRC	End of Year Bonus - May be funded with additional award, not limited 8 month award.	\$ 2000.00	1	\$ 2,000.00	\$ 0.00	\$ 2,000.00
SERHCC RRC	Additional work for RRC to complete H5N1 activities and deliverables. To be funded with supplemental carry over funds.	\$ 2000.00	0	\$ 0.00	\$ 0.00	\$ 0.00
Total Contractual				\$ 72,416.67	\$ 37,916.61	\$ 110,333.28
SUB-TOTAL OF DIRECT COSTS				\$ 151,763.19	\$ 87,257.80	\$ 239,020.99
Indirect						
Item	Description of Item			2025*0086 OL #3	2026*0172 AMD #1	New Contract Total
CDPHE Negotiated Indirect Rate	15.40% 2025 CDPHE Certified Indirect Rate - RRC Salary and bonus - \$37916.61 - Food -\$650 - Less July OL indirect -\$634.47 MTDC = \$50,910.45			\$12,588.99	\$ 7,400.73	\$ 19,989.72
Total Indirect				\$ 12,588.99	\$ 7,400.73	\$ 19,989.72
TOTAL				\$164,352.18	\$94,658.53	\$259,010.71

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-25

Submitter: Jana Coen, County Clerk

Submitted to the County Administration Office on: 10-3-25

Return Originals to: Jana Coen, County Clerk

Number of originals to return to Submitter: 1

Contract Due Date:

Item Title/Recommended Board Action:

Consider approval to acknowledge by the BOCC annual Liquor License for Lamar Stop, LLC (Convenience Store), License type: Fermented Malt Beverage & Wine (County) at the location of 33110 County Road 7, Lamar, CO, expiration November 15, 2026.

Justification or Background:

All appropriate paperwork was submitted with App'l to Prowers County Clerk

Fiscal Impact: This item is budgeted in the following account code:

N/A

County: \$_____

Federal: \$_____

State: \$_____

Other: \$_____

License No. 2026 - 133

License Fee: \$107.50

STATE OF COLORADO
COUNTY of Prowers

BY AUTHORITY OF THE BOARD OF COUNTY COMMISSIONERS

RETAIL LIQUOR LICENSE
FERMENTED MALT BEVERAGE & WINE
(County)

Prowers County Liquor Board

301 S. Main St, Ste. 215, Lamar, CO 81052

LAMAR STOP, LLC
dba LAMAR STOP, LLC
33110 COUNTY RD 7
LAMAR, CO 81052-9954

License Expires at Midnight **NOVEMBER 15, 2026**
License Type: **FERMENTED MALT BEVERAGE & WINE (County)**
Authorized Beverages: **FERMENTED MALT BEVERAGE & WINE**

This is to Certify, That LAMAR STOP, LLC having applied for a License to sell **FERMENTED MALT BEVERAGE & WINE (COUNTY)** at retail and having paid the proper fees to Prowers County, the above applicant is hereby licensed to sell at **33110 COUNTY RD 7, LAMAR, COLORADO**, in the County of Prowers, Colorado for a period beginning on the **15th** Day of **NOVEMBER, 2025** and ending on the **15th** Day of **NOVEMBER, 2026** unless this license is revoked sooner as provided by law. This license is issued subject to the Laws of the State of Colorado and especially under the provisions of Title 44, Articles 4,3, Colorado Revised Statutes 1973, as amended.

In Testimony Whereof, The Prowers County Clerk, Colorado has hereunto subscribed its name by its officer duly authorized this **29th** Day of **SEPTEMBER, 2025**

ATTEST:

ELIZABETH HAINER - Deputy County Clerk

PROWERS COUNTY CLERK & RECORDER

JANA COEN - Prowers County Clerk

THIS LICENSE TO BE POSTED IN A CONSPICUOUS PLACE, NON-TRANSFERABLE

THIS LICENSE MUST BE POSTED IN PUBLIC VIEW

DR 8402 (07/01/2012)

**STATE OF COLORADO
DEPARTMENT OF REVENUE**

LIQUOR ENFORCEMENT DIVISION

1707 Cole Blvd, Suite 300
Lakewood, CO 80401

**LAMAR STOP LLC
dba LAMAR STOP LLC
33110 COUNTY ROAD 7
Lamar CO 81052**

ALCOHOL BEVERAGE LICENSE

Liquor License Number 04-01928	License Expires at Midnight November 15, 2026
License Type FERMENTED MALT BEVERAGE AND WINE(COUNTY)	
Authorized Beverages FERMENTED MALT BEVERAGE AND WINE	

This license is issued subject to the laws of the State of Colorado and especially under the provisions of Title 44, Articles 4, 3, CRS 1973, as amended. This license is nontransferable and shall be conspicuously posted in the place above described. This license is only valid through the expiration date shown above. Any questions concerning this license should be addressed to: Colorado Liquor Enforcement Division, 1707 Cole Blvd, Suite 300 Lakewood, CO 80401.

In testimony whereof, I have hereunto set my hand. 10/1/2025 HK

Michelle Stone-Principato

Michelle Stone-Principato, Division Director

Heidi Humphreys

Heidi Humphreys, Executive Director

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-25

Submitter: Jana Coen, County Clerk

Submitted to the County Administration Office on: 10-2-25

Return Originals to: Jana Coen, County Clerk

Number of originals to return to Submitter: 1

Contract Due Date:

Item Title/Recommended Board Action:

Consider approval to acknowledge by the BOCC an annual Liquor License for Lamar Stop, LLC (Restaurant), License type: Beer & Wine (County) at the location of 33110 County Road 7, Lamar, CO, expiration 11-15-2026.

Justification or Background:

All appropriate paperwork was submitted with App'l to Prowers County Clerk

Fiscal Impact: This item is budgeted in the following account code:

N/A

County: \$_____

Federal: \$_____

State: \$_____

Other: \$_____

License No. 2026 - 275

License Fee: \$163.70

STATE OF COLORADO
COUNTY of Prowers

BY AUTHORITY OF THE BOARD OF COUNTY COMMISSIONERS

RETAIL LIQUOR LICENSE
BEER & WINE (County)

Prowers County Liquor Board

301 S. Main St, Ste. 215, Lamar, CO 81052

LAMAR STOP, LLC
dba LAMAR STOP, LLC
33110 COUNTY RD 7
LAMAR, CO 81052

License Expires at Midnight **NOVEMBER 15, 2026**
License Type: **BEER & WINE (COUNTY)**
Authorized Beverages: **MALT and VINOUS LIQUOR**

This is to Certify, That LAMAR STOP, LLC having applied for a License to sell BEER & WINE (COUNTY) at retail and having paid the proper fees to Prowers County, the above applicant is hereby licensed to sell at 33110 COUNTY RD 7, LAMAR, COLORADO, in the County of Prowers, Colorado for a period beginning on the 15th Day of **NOVEMBER 2025** and ending on the 15th Day of **NOVEMBER 2026** unless this license is revoked sooner as provided by law. This license is issued subject to the Laws of the State of Colorado and especially under the provisions of Title 44, Articles 4,3, Colorado Revised Statutes 1973, as amended.

In Testimony Whereof, The Prowers County Clerk, Colorado has hereunto subscribed its name by its officer duly authorized this 29th Day of SEPTEMBER, 2025

PROWERS COUNTY CLERK & RECORDER

ATTEST:

ELIZABETH HAINER - Deputy County Clerk

JANA COEN - Prowers County Clerk

THIS LICENSE TO BE POSTED IN A CONSPICUOUS PLACE, NON-TRANSFERABLE

THIS LICENSE MUST BE POSTED IN PUBLIC VIEW

DR 8402 (07/01/2012)

STATE OF COLORADO DEPARTMENT OF REVENUE

LIQUOR ENFORCEMENT DIVISION

1707 Cole Blvd, Suite 300
Lakewood, CO 80401

LAMAR STOP LLC
dba LAMAR STOP LLC
33110 COUNTY ROAD 7
Lamar CO 81052

ALCOHOL BEVERAGE LICENSE

Liquor License Number 03-20171	License Expires at Midnight November 15, 2026
License Type BEER & WINE (COUNTY)	
Authorized Beverages MALT AND VINOUS LIQUOR	

This license is issued subject to the laws of the State of Colorado and especially under the provisions of Title 44, Articles 4, 3, CRS 1973, as amended. This license is nontransferable and shall be conspicuously posted in the place above described. This license is only valid through the expiration date shown above. Any questions concerning this license should be addressed to: Colorado Liquor Enforcement Division, 1707 Cole Blvd, Suite 300 Lakewood, CO 80401.

In testimony whereof, I have hereunto set my hand. 10/1/2025 HK

Michelle Stone-Principato

Michelle Stone-Principato, Division Director

Heidi Humphreys

Heidi Humphreys, Executive Director

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10/14/2025

Submitter: Administration Office

Submitted to the County Administration Office on: 10/02/2025

Return Originals to: Don Wilson

Number of originals to return to Submitter: 1

Contract Due Date:

Consider ratifying 10-02-2025 email poll approval of a letter of support sent to SECOR Governing Board, Region 19 RFP Committee Members in support of the Advantage Treatment Centers RFP for bringing transitional living beds to Southeast Colorado.

Item Title/Recommended Board Action:

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____

Federal: \$ _____

State: \$ _____

Other: \$ _____

Approved by the County Attorney on:

Additional Approvals (if required):



Board of County Commissioners

Prowers County

301 South Main, Suite 215

Lamar, Colorado 81052-2857

(719) 336-8025

FAX: (719) 336-2255

TY HARMON
FIRST DISTRICT

RON COOK
SECOND DISTRICT

ROGER STAGNER
THIRD DISTRICT

October, 2, 2025

SECOR Governing Board
Southeast Colorado Opioid
Region 19

Re: RFP 25-02

Dear Region 19 RFP Committee Members,

The Prowers County Board of County Commissioners are proudly in support of Advantage Treatment Centers RFP in regards to bringing transitional living beds to Southeast Colorado. The need for this service has been evident to our local criminal justice stakeholders and we are in full agreeance with this.

The Region 19 SECOR is a valuable group of counties sharing services and expertise and we believe transitional beds on the western side of the region would benefit the area as a whole. This aides in keeping clients in the southeast part of the state safe and in productive environments.

We value our local partnerships and Advantage Treatment Center has been a tremendous partner by actively investing in our community. Their investments have established the infrastructure here to help provide support, treatment, and oversight to residents in the criminal justice system and assists in providing stable employment for members of our community.

Again, we fully support this effort and ask that you give it careful consideration. If you have any questions, please contact the County Administration Office at 719-336-8025.

Sincerely,

PROWERS COUNTY BOARD OF COMMISSIONERS



Ron Cook,
County Commissioner



Roger Stagner,
County Commissioner



Ty Harmon,
County Commissioner

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10-14-2025

Submitter: Paula Gonzales, Finance Director

Submitted to the County Administration Office on: Email Poll 10-3-25

Return Originals to: Paula Gonzales & Jana Coen

Number of originals to return to Submitter: 1

Contract Due Date:

Item Title/Recommended Board Action:

Consider ratifying 10-6-2025 email poll approval of payment of bills presented for County General Payroll, Payroll AP and AP Fund in the amount of \$68,049 Less \$2,504.98 in certification fund correction for a total Certification amount of \$65,544.15 with a certification date of October 7, 2025, and authorizing the use of the Commissioner's signature stamps.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____

Federal: \$ _____

State: \$ _____

Other: \$ _____

Approved by the County Attorney on:

Additional Approvals (if required):

PROWERS COUNTY APPROVE TO PAY

APPROVE PAYMENTS AS HEREIN SET FORTH. CHECK NUMBERS AS LISTED BELOW ARE ALL INCLUSIVE, ARE SET OPPOSITE THEIR NAMES, AND TOTALING THE SUM OF: \$68,049.13 DRAWN ON COUNTY GENERAL FUNDS. DATED AS OF: **October 7, 2025**

#

A/P

PAYROLL

FRINGES

COUNTY GENERAL FUND	\$	34,509.52	-	-
ARPA FUND	\$	-	-	-
FSA ACCOUNT	\$	-	-	-
BOOKING FEES ACCOUNT	\$	-	-	-
PUBLIC HEALTH AGENCY	\$	-	2,489.66	319.93
ROAD & BRIDGE FUND	\$	17,749.51	-	-
SALES & USE TAX FUND	\$	-	-	-
CONSERVATION TRUST FUND	\$	-	-	-
CAPITAL FUND	\$	-	-	-
OTHER AGENCIES FUND	\$	-	-	-
LODGING TAX FUND	\$	7,091.67	-	-
CRMC FUND	\$	4,344.79	-	-
OPC FUND	\$	1,544.05	-	-
Totals	\$	65,239.54	\$ 2,489.66	\$ 319.93

DATE: October 7, 2025

DATE: October 7, 2025

DATE: October 7, 2025

DATE: October 7, 2025

Total Paid Approve To Pay	\$	68,049.13
AP + Fringes	\$	65,559.47
Total Pd Certification - Payroll	\$	65,559.47
Total Payroll + Fringes	\$	2,809.59

Ending Check No.	76506
Beginning Check No.	76465

Total Number of Checks:	42
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STATE OF COLORADO }
 } SS:
COLNTY OF PROWERS }

Abbie Campbell
Prowers County Treasurer's Office

PROWERS COUNTY TREASURER CERTIFICATION

COUNTY GENERAL FUND - 01
76465-76506

0010

October 7, 2025

	\$	34,509.52	
PH Unemployment	\$	(4.98)	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 34,504.54

ARPA -

0018

			Total \$ -

ROAD & BRIDGE FUND - 02

0020

	\$	17,749.51	
Payroll	\$	-	
Fringes	\$	-	Total \$ 17,749.51

FSA (Cafeteria) 552

0552

	\$	-	
2024	\$	-	Total \$ -

Sheriff's Booking Fees

0675

	\$	-	
2024	\$	-	
Payroll	\$	-	Total \$ -

SALES & USE TAX FUND - 03

0900

	\$	-	
2024	\$	-	
			Total \$ -

CONSERVATION TRUST FUND - 06

0130

	\$	-	
2024	\$	-	Total \$ -

CAPITAL FUND - 07

0100

	\$	-	
2024	\$	-	Total \$ -

OTHER AGENCIES FUND- 08

	\$	-	
2024	\$	-	Total \$ -

LODGING TAX - 09

0014

	\$	7,091.67	
Certification Fund Correction	\$	(2,500.00)	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 4,591.67

PUBLIC HEALTH AGENCY - 11

0676

	\$	-	
Payroll	\$	2,489.66	
Total Fringes	\$	319.93	Total \$ 2,809.59

CRMC

0016

	\$	4,344.79	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 4,344.79

JPC

0017

	\$	1,544.05	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 1,544.05

Paula Gonzales, Finance Director

GRAND TOTAL \$ 65,544.15



Prowers County, CO

Payroll - Summary Detail Register

Payroll Summary

Packet: PYPKT00079 - 9.2025 Correction
Payroll Set: 01 - Payroll Set 01

Pay Period: 09/01/2025 - 09/30/2025

Total Direct Deposits: 1,803.35
Total Check Amounts: 0.00

Males Paid: 0
Females Paid: 1
Unknown Paid: 0
Total Employees: 1

EARNINGS

Pay Code	Units	Pay Amount
Salary	0.00	2,489.66
Total:	0.00	2,489.66

DEDUCTIONS

Code	Subject To	Employee	Employer
AFLAC AT	0.00	0.00	0.00
Colonial AT	0.00	0.00	0.00
Health Insurance	0.00	0.00	0.00
Life Ins- AD&D	0.00	0.00	0.00
MASA	0.00	0.00	0.00
Retirement	2,489.66	124.49	124.49
Vision	0.00	0.00	0.00
Total:		124.49	124.49

TAXES

Code	Subject To	Employee	Employer
Federal W/H	2,365.17	267.36	0.00
MC	2,489.66	36.10	36.10
SS	2,489.66	154.36	154.36
State W/H	2,365.17	104.00	0.00
Unemployment	2,489.66	0.00	4.98
Total:		561.82	195.44

RECAP 01 - Payroll Set 01

Earnings:	2,489.66	Benefits:	0.00	Deductions:	124.49	Taxes:	561.82	Net Pay:	1,803.35
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Prowers County, CO

Check Register

Packet: APPKT00159 - 101.01.2025 10/07/2025

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Fund Op-General Fund Operating Account						
ACA2	A Cut Above Pest Control LLC	10/07/2025	Regular	0.00	300.00	76465
AMAZON	Amazon Capital Services	10/07/2025	Regular	0.00	85.14	76466
ATM1	Atmos Energy	10/07/2025	Regular	0.00	183.63	76467
ATM1	Atmos Energy	10/07/2025	Regular	0.00	219.15	76468
VEN01055	AUSTIN LANE FRIEDERICH	10/07/2025	Regular	0.00	2,000.00	76469
ACS1	Avenu Insights & Analytics	10/07/2025	Regular	0.00	3,441.36	76470
CAFMEDIA	CAF MEDIA	10/07/2025	Regular	0.00	300.00	76471
CET1	Century Link	10/07/2025	Regular	0.00	395.82	76472
CINTASCORP	CINTAS CORPORATION NO. 2	10/07/2025	Regular	0.00	1,062.32	76473
CSU4	CSU Extension - Lamar	10/07/2025	Regular	0.00	10,531.75	76474
VEN01061	DAMIAN STRENGTH & SHANNON SN	10/07/2025	Regular	0.00	1,000.00	76475
DEL2	DeLoach's Water Conditioning Inc.	10/07/2025	Regular	0.00	21.00	76476
VISTA	DESTINATIONIQ	10/07/2025	Regular	0.00	7,091.67	76477
ELE1	Electra Pro LLC	10/07/2025	Regular	0.00	65.62	76478
FNB1	Frontier Bank	10/07/2025	Regular	0.00	648.28	76479
HST1	Home Store LLC	10/07/2025	Regular	0.00	276.80	76480
HST1	Home Store LLC	10/07/2025	Regular	0.00	558.71	76481
FPL6	John Deere Financial	10/07/2025	Regular	0.00	771.13	76482
KIMB1	Kimball Midwest-	10/07/2025	Regular	0.00	465.24	76483
1253	Kolibri Comprehensive Business Ser	10/07/2025	Regular	0.00	1,705.00	76484
LAP1	Lamar Auto Parts	10/07/2025	Regular	0.00	2,514.08	76485
LBM1	Lamar BMS	10/07/2025	Regular	0.00	205.33	76486
LANGUAGE	Language Line Services	10/07/2025	Regular	0.00	1,783.37	76487
MGTOF	MGT of America Consulting, LLC	10/07/2025	Regular	0.00	5,800.00	76488
MHC1	MHC Kenworth	10/07/2025	Regular	0.00	1,082.96	76489
MWP1	My Wholesale Products	10/07/2025	Regular	0.00	18.00	76490
NSE1	Nebraska Safety and Fire Equipment	10/07/2025	Regular	0.00	210.00	76491
VEN00934	NMS LABS (NATIONAL MEDICAL SER	10/07/2025	Regular	0.00	169.00	76492
VEN00983	OLDCASTLE SW GROUP INC (UNITED	10/07/2025	Regular	0.00	1,987.44	76493
OEC1	Otis Elevator Co	10/07/2025	Regular	0.00	2,790.94	76494
PAI2	Performance Automotive	10/07/2025	Regular	0.00	74.12	76495
PITSTOPLLC	PIT STOP, LLC	10/07/2025	Regular	0.00	610.73	76496
784	Postage By Phone Reserve	10/07/2025	Regular	0.00	981.00	76497
SEO1	SECOM	10/07/2025	Regular	0.00	3,613.12	76498
MRS1	Shred America	10/07/2025	Regular	0.00	1,166.37	76499
SOURCE	Source Office & Technology / Source	10/07/2025	Regular	0.00	80.92	76500
SUN2	Suncor Energy (U.S.A.) Inc.	10/07/2025	Regular	0.00	5,224.50	76501
1043	Taylor Septic & Plumbing	10/07/2025	Regular	0.00	217.52	76502
DUNAG	Thomas Dunagan	10/07/2025	Regular	0.00	98.57	76503
VIA1	Viaero Wireless	10/07/2025	Regular	0.00	333.79	76504
WAG1	Wagner Equipment Co	10/07/2025	Regular	0.00	5,132.96	76505

Check Register

Packet: APPKT00159-101.01.2025 10/07/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WAL1	Wallace Gas & Oil Inc	10/07/2025	Regular	0.00	22.20	76506

Bank Code General Fund Op Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	82	42	0.00	65,239.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	82	42	0.00	65,239.54

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 10/14/2025

Submitter: Michelle Hiigel, Land Use

Submitted to the County Administration Office on: 10/06/2025

Return Originals to: Michelle Hiigel, Land Use

Number of originals to return to Submitter: 0

Item Title/Recommended Board Action:

Consider approval of scheduling a public hearing for the Permit Application to
Conduct a Designated Activity of State Interest or to Engage in Development in a
Designated Area of State Interest for Tri-State Generation and Transmission
Association, Inc.

Approved by the County Attorney on:

Additional Approvals (if required):

**PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO
COUNTY ADMINISTRATION.**

THANK YOU!

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10/14/2025

Submitter: Administration Office

Submitted to the County Administration Office on: 10-7-2025

Return Originals to: Administration

Number of originals to return to Submitter: Nothing to sign

Contract Due Date: N/A

Item Title/Recommended Board Action:

Consider approval for consent to the use of Prowers County Housing Development funds held at SECRHA to acquire property located in Prowers County.

Item Title/Recommended Board Action:

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$_____

Federal: \$_____

State: \$_____

Other: \$_____

Approved by the County Attorney on:

Additional Approvals (if required):

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 10/14/25

Submitter: Don Wilson

Submitted to the County Administration Office on: 10/8/25

Return Originals to: Don Wilson

Number of originals to return to Submitter: 1

Contract Due Date: N/A

Item Title/Recommended Board Action: Consider approval of a Letter allowing Destination I.Q. to have access to the Prowers County's Google Add Account(s) and delegating the Lodging Tax Panel for advertising decisions.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on:

Additional Approvals (if required):



Board of County Commissioners

Prowers County

301 South Main, Suite 215

Lamar, Colorado 81052-2857

(719) 336-8025

FAX: (719) 336-2255

TY HARMON
FIRST DISTRICT

RON COOK
SECOND DISTRICT

ROGER STAGNER
THIRD DISTRICT

October 14, 2025

All Interested Parties

RE: Lodging Tax Designee for Google Ads

To Whom It Concern,

On October 14, 2025, the Prowers County Board of County Commissioners recognize Destination I.Q. as the advertising agency for the Prowers County Lodging Tax Panel. This designation allows Destination I.Q. access to Prowers County's Google Add Account(s). The Prowers County Commissioners delegate the lodging tax advertising decisions to the Lodging Tax Panel, but reserve the rights to all County financial decisions and to terminate this designation at any time. For any questions please contact the County Administrator at 719-336-8025.

Thank you for your attention in this matter.

Sincerely,

Ron Cook _____
County Commissioner

Roger Stagner _____
County Commissioner

Ty Harmon _____
County Commissioner

PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 10/14/25

Submitter: Department of Human Services

Submitted to the County Administration Office on: 10/8/25

Return Originals to: Department of Human Services

Number of originals to return to Submitter: 1

Contract Due Date: ASAP

Item Title/Recommended Board Action:

“Consider approval of Memorandums of Understanding to facilitate the Prowers County Hotline County Connection Center with answer and processing of Child Welfare and Adult Protection Services related Hotline calls and performing tasks outlined in the MOU's effective January 1, 2026 and ending December 31, 2026 with the following counties: Costilla, Delta, Logan, Park, Pitkin, Routt, Conejos, Crowley, Kit Carson, Lincoln, Phillips, Pueblo, Douglas, Yuma, Elbert, Cheyenne, Washington, and Summit and authorizing Director of Human Services, Lanie Meyers-Mireles to execute the MOU's.”

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: _____ Other:

Approved by the County Attorney on: 9-21-2025

Additional Approvals (if required):

**PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO
COUNTY ADMINISTRATION.**

THANK YOU!

MEMORANDUM OF UNDERSTANDING
Between
COSTILLA COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Costilla County, Colorado ("Costilla County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Costilla County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Costilla County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Costilla County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Costilla County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Costilla County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Costilla County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Costilla County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Costilla County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Costilla County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Costilla County may request. Costilla County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Costilla County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	98
C/W Inquiries 20 Divided by 10	2
Total Estimated Reports	100
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	52
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 1,664.00
Estimated number of APS reports Jan 2026 – Dec 2026	38
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 1,216.00
Total Investment for Call Coverage services	\$ 2,880.00

6. Costilla County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN COSTILLA COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Costilla County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Costilla County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Costilla County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Costilla County. Costilla County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Costilla County. Costilla County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Costilla County's Trails Inbox. HCCC will notify Costilla County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Costilla County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Costilla County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Costilla County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Costilla County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Costilla County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Costilla County main Department of Human Services number. Costilla County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Costilla County, HCCC will transfer the call to a Costilla County on-call designee. If the Costilla County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Costilla County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Costilla County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF COSTILLA COUNTY:

1. Costilla County will provide an updated list of on-call Costilla County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Costilla County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Costilla County will notify the HCCC of any special circumstances where Costilla County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Costilla County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Costilla County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Costilla County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: [Signature]
Name: TOMMY VIGIL
Title: DIRECTOR
Entity: COSTILLA DSS

Approving Entities

Signed: [Signature]
Name: Steven Romero
Title: BOCC Chair
Entity: _____

State Confirmation

Date: 9/18/2025
Signed by: [Signature]
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING

Between
DELTA COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Delta County, Colorado ("Delta County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Delta County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Delta County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Delta County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Delta County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Delta County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Delta County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Delta County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Delta County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Delta County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Delta County may request. Delta County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Delta County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	579
C/W Inquiries 300 Divided by 10	30
Total Estimated Reports	609
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	561
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 17,952.00
Estimated number of APS reports Jan 2026 – Dec 2026	280
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 8,960.00
Total Investment for Call Coverage services	\$ 26,912.00

6. Delta County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN DELTA COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Delta County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Delta County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Delta County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Delta County. Delta County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Delta County. Delta County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Delta County's Trails Inbox. HCCC will notify Delta County of

a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Delta County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Delta County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Delta County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Delta County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Delta County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Delta County main Department of Human Services number. Delta County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Delta County, HCCC will transfer the call to a Delta County on-call designee. If the Delta County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Delta County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Delta County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF DELTA COUNTY:

1. Delta County will provide an updated list of on-call Delta County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Delta County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Delta County will notify the HCCC of any special circumstances where Delta County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Delta County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Delta County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Delta County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Approving Entities

Signed: Wendell A. Koonz

Signed: _____

Name: WENDELL A. KOONZ

Name: _____

Title: Chair, Board of Commissioners

Title: _____

Entity: Delta County

Entity: _____

State Confirmation

Date: 9/18/2025

Signed: Bernadette Rodriguez

Name: Bernadette Rodriguez

Title: Hotline Analyst

Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING

Between
LOGAN COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Logan County, Colorado ("Logan County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Logan County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Logan County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Logan County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Logan County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Logan County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Logan County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Logan County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Logan County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Logan County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Logan County may request. Logan County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Logan County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	319
C/W Inquiries 100 Divided by 10	10
Total Estimated Reports	329
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	281
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 8,992.00
Estimated number of APS reports Jan 2026 – Dec 2026	126
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 4,032.00
Total Investment for Call Coverage services	\$ 13,024.00

6. Logan County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN LOGAN COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Logan County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Logan County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Logan County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Logan County. Logan County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Logan County. Logan County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. Child Welfare Reports, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Logan County's Trails Inbox. HCCC will notify Logan County

of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Logan County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Logan County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Logan County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Logan County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Logan County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Logan County main Department of Human Services number. Logan County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Logan County, HCCC will transfer the call to a Logan County on-call designee. If the Logan County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Logan County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Logan County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF LOGAN COUNTY:

1. Logan County will provide an updated list of on-call Logan County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Logan County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Logan County will notify the HCCC of any special circumstances where Logan County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Logan County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Logan County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Logan County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: *David E. Long*
Name: David E. Long
Title: Director
Entity: Logan County DHS

State Confirmation

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

Date: 9/18/2025
Signed: *Bernadette Rodriguez*
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING
Between
PARK COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Park County, Colorado ("Park County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Park County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Park County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Park County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Park County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Park County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Park County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Park County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Park County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Park County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Park County may request. Park County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Park County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	237
C/W Inquiries 80 Divided by 10	8
Total Estimated Reports	245
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	197
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 6,304.00
Estimated number of APS reports Jan 2026 – Dec 2026	72
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 2,304.00
Total Investment for Call Coverage services	\$ 8,608.00

6. Park County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN PARK COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Park County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Park County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Park County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Park County. Park County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Park County. Park County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Park County's Trails Inbox. HCCC will notify Park County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume

7 Rules). It will be the responsibility of Park County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Park County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Park County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Park County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Park County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Park County main Department of Human Services number. Park County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Park County, HCCC will transfer the call to a Park County on-call designee. If the Park County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Park County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Park County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF PARK COUNTY:

1. Park County will provide an updated list of on-call Park County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Park County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Park County will notify the HCCC of any special circumstances where Park County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Park County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Park County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

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7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

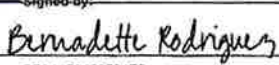
Approving Entities

Signed: 
 Name: Lucas Meyer
 Title: County Manager
 Entity: Park County

Approving Entities

Signed: _____
 Name: _____
 Title: _____
 Entity: _____

State Confirmation

Date: 9/18/2025
 Signed-by: 
 Name: Bernadette Rodriguez
 Title: Hotline Analyst
 Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING
Between
PITKIN COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Pitkin County, Colorado ("Pitkin County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Pitkin County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Pitkin County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Pitkin County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Pitkin County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Pitkin County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Pitkin County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Pitkin County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Pitkin County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Pitkin County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Pitkin County may request. Pitkin County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Pitkin County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	187
C/W Inquiries 80 Divided by 10	8
Total Estimated Reports	195
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	147
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 4,704.00
Estimated number of APS reports Jan 2026 – Dec 2026	100
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 3,200.00
Total Investment for Call Coverage services	\$ 7,904.00

6. Pitkin County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN PITKIN COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Pitkin County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Pitkin County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Pitkin County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Pitkin County. Pitkin County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Pitkin County. Pitkin County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Pitkin County's Trails Inbox. HCCC will notify Pitkin County

of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Pitkin County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Pitkin County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Pitkin County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Pitkin County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Pitkin County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Pitkin County main Department of Human Services number. Pitkin County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Pitkin County, HCCC will transfer the call to a Pitkin County on-call designee. If the Pitkin County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Pitkin County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Pitkin County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF PITKIN COUNTY:

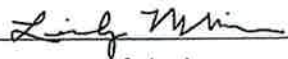
1. Pitkin County will provide an updated list of on-call Pitkin County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Pitkin County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Pitkin County will notify the HCCC of any special circumstances where Pitkin County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Pitkin County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Pitkin County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Pitkin County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

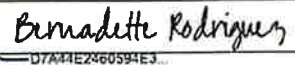
Approving Entities

Signed: 
 Name: Lindsay Maisch
 Title: Director of Human Services
 Entity: Pitkin County

Approving Entities

Signed: _____
 Name: _____
 Title: _____
 Entity: _____

State Confirmation

Date: 9/18/2025
 Signed by: 
 Name: Bernadette Rodriguez
 Title: Hotline Analyst
 Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING
Between
ROUTT COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Routt County, Colorado ("Routt County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Routt County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Routt County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Routt County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Routt County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Routt County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Routt County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Routt County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Routt County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Routt County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Routt County may request. Routt County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Routt County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	358
C/W Inquiries 100 Divided by 10	10
Total Estimated Reports	368
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	320
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 10,240.00
Estimated number of APS reports Jan 2026 – Dec 2026	63
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 2,016.00
Total Investment for Call Coverage services	\$ 12,256.00

6. Routt County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN ROUTT COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Routt County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Routt County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Routt County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Routt County. Routt County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Routt County. Routt County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. Child Welfare Reports, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Routt County's Trails Inbox. HCCC will notify Routt County of

a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Routt County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Routt County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Routt County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Routt County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Routt County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Routt County main Department of Human Services number. Routt County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Routt County, HCCC will transfer the call to a Routt County on-call designee. If the Routt County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Routt County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Routt County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF ROUTT COUNTY:

1. Routt County will provide an updated list of on-call Routt County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Routt County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Routt County will notify the HCCC of any special circumstances where Routt County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Routt County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Routt County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Routt County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: Kelly Kissling
Name: Kelly Kissling
Title: Director
Entity: Routt County Government

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/18/2025
Signed: Bernadette Rodriguez
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: State of Colorado

MEMORANDUM OF UNDERSTANDING
Between
CONEJOS COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Conejos County, Colorado ("Conejos County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Conejos County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Conejos County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Conejos County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Conejos County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Conejos County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Conejos County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Conejos County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Conejos County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Conejos County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Conejos County may request. Conejos County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Conejos County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 - Dec 2026	108
C/W Inquiries 20 Divided by 10	2
Total Estimated Reports	110
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	62
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 1,984.00
Estimated number of APS reports Jan 2026 - Dec 2026	46
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 1,472.00
Total Investment for Call Coverage services	\$ 3,456.00

6. Conejos County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN CONEJOS COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Conejos County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Conejos County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Conejos County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Conejos County. Conejos County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Conejos County. Conejos County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Conejos County's Trails Inbox. HCCC will notify Conejos County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Conejos County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Conejos County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Conejos County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Conejos County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Conejos County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Conejos County main Department of Human Services number. Conejos County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Conejos County, HCCC will transfer the call to a Conejos County on-call designee. If the Conejos County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Conejos County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Conejos County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF CONEJOS COUNTY:

1. Conejos County will provide an updated list of on-call Conejos County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Conejos County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Conejos County will notify the HCCC of any special circumstances where Conejos County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Conejos County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Conejos County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Conejos County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Approving Entities

Signed: G. =. =.

Signed: _____

Name: Nicholas Barela _____

Name: _____

Title: Director _____

Title: _____

Entity: Conejos County Dept. of Social Service _____

Entity: _____

State Confirmation

Date: 9/19/2025

Signed: Bernadette Rodriguez

Name: Bernadette Rodriguez

Title: Hotline Analyst

Entity: State of Colorado

MEMORANDUM OF UNDERSTANDING
Between
CROWLEY COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Crowley County, Colorado ("Crowley County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Crowley County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Crowley County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Crowley County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Crowley County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Crowley County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Crowley County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Crowley County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Crowley County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Crowley County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Crowley County may request. Crowley County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Crowley County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	71
C/W Inquiries 10 Divided by 10	1
Total Estimated Reports	72
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	24
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 768.00
Estimated number of APS reports Jan 2026 – Dec 2026	25
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 800.00
Total Investment for Call Coverage services	\$ 1,568.00

6. Crowley County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

**JOINT RESPONSIBILITIES SHARED BETWEEN CROWLEY COUNTY AND PROWERS COUNTY
HCCC:**

1. Both Prowers County and Crowley County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Crowley County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Crowley County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Crowley County. Crowley County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Crowley County. Crowley County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Crowley County's Trails Inbox. HCCC will notify Crowley County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Crowley County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Crowley County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Crowley County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Crowley County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Crowley County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Crowley County main Department of Human Services number. Crowley County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Crowley County, HCCC will transfer the call to a Crowley County on-call designee. If the Crowley County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Crowley County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Crowley County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF CROWLEY COUNTY:

1. Crowley County will provide an updated list of on-call Crowley County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Crowley County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Crowley County will notify the HCCC of any special circumstances where Crowley County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Crowley County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Crowley County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Crowley County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: *Yvonne A. Burnett*
Name: *Tonia L. Burnett*
Title: *Director*
Entity: *Crowley County DHS*

State Confirmation

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

Date: 9/19/2025
Signed: *Bernadette Rodriguez*
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO



BOARD OF COUNTY COMMISSIONERS

KIT CARSON COUNTY
PO BOX 160
BURLINGTON CO 80807-0160
kccadmin@kitcarsoncounty.org
PH: 719-346-8133 (150)
FX: 719-346-7242

Stan Hitchcock,
District 1 Commissioner
Cory Wall,
District 2 Commissioner
David L. Hornung,
District 3 Commissioner

9/17/25
Contract

DATE: September 17, 2025

Fund: 060 – Human Services

Department: 104 Child Welfare
109 Adult Protection

DESCRIPTION: MOU

This MOU is a partnership between Prowers County and Kit Carson County for Prowers County to manage and administer calls to the hotline regarding persons that reside in Kit Carson County. Prowers County, through its Hotline County Connection Center (HCCC), agrees to answer and process Child Welfare related, and Adult Protection related hotline calls on behalf of Kit Carson County. The costs for this service are based on estimated reports. Kit Carson County is allocated 12 free reports each quarter and will be billed quarterly for actual reports above the allotted free

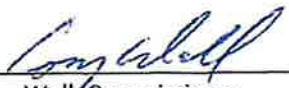
Estimated Child Welfare Cost: \$2,688

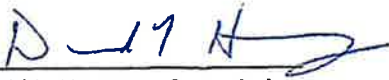
Estimated Adult Protection Cost: \$1,504

Estimated Total Cost: \$4,192

Effective: January 1, 2026 to December 31, 2026


Stan Hitchcock, Chairman


Cory Wall, Commissioner


David L. Hornung, Commissioner

MEMORANDUM OF UNDERSTANDING
Between
KIT CARSON COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Kit Carson County, Colorado ("Kit Carson County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Kit Carson County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Kit Carson County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Kit Carson County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Kit Carson County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Kit Carson County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Kit Carson County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Kit Carson County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Kit Carson County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Kit Carson County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Kit Carson County may request. Kit Carson County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Kit Carson County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	128
C/W Inquiries 40 Divided by 10	4
Total Estimated Reports	132
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	84
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 2,688.00
Estimated number of APS reports Jan 2026 – Dec 2026	47
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 1,504.00
Total Investment for Call Coverage services	\$ 4,192.00

6. Kit Carson County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN KIT CARSON COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Kit Carson County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Kit Carson County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Kit Carson County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Kit Carson County. Kit Carson County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Kit Carson County. Kit Carson County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Kit Carson County's Trails Inbox. HCCC will notify Kit Carson County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Kit Carson County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Kit Carson County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Kit Carson County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Kit Carson County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Kit Carson County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Kit Carson County main Department of Human Services number. Kit Carson County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Kit Carson County, HCCC will transfer the call to a Kit Carson County on-call designee. If the Kit Carson County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Kit Carson County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Kit Carson County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF KIT CARSON COUNTY:

1. Kit Carson County will provide an updated list of on-call Kit Carson County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Kit Carson County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Kit Carson County will notify the HCCC of any special circumstances where Kit Carson County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Kit Carson County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Kit Carson County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Kit Carson County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

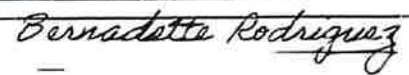
Approving Entities

Signed: 
Name: Stan Hitchcock
Title: Chairman
Entity: Kit Carson County

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/19/2025
Signed: 
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: State of Colorado

MEMORANDUM OF UNDERSTANDING
Between
LINCOLN COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Lincoln County, Colorado ("Lincoln County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Lincoln County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Lincoln County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Lincoln County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Lincoln County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Lincoln County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Lincoln County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. **Term of MOU:**
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. **Amendments:**
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. **Termination:**
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Lincoln County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Lincoln County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Lincoln County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Lincoln County may request. Lincoln County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Lincoln County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 - Dec 2026	92
C/W Inquiries 20 Divided by 10	2
Total Estimated Reports	94
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	46
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 1,472.00
Estimated number of APS reports Jan 2026 - Dec 2026	44
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 1,408.00
Total Investment for Call Coverage services	\$ 2,880.00

6. Lincoln County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

**JOINT RESPONSIBILITIES SHARED BETWEEN LINCOLN COUNTY AND PROWERS COUNTY
HCCC:**

1. Both Prowers County and Lincoln County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Lincoln County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Lincoln County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Lincoln County. Lincoln County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Lincoln County. Lincoln County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Lincoln County's Trails Inbox. HCCC will notify Lincoln County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Lincoln County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Lincoln County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Lincoln County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Lincoln County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Lincoln County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Lincoln County main Department of Human Services number. Lincoln County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Lincoln County, HCCC will transfer the call to a Lincoln County on-call designee. If the Lincoln County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Lincoln County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Lincoln County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF LINCOLN COUNTY:

1. Lincoln County will provide an updated list of on-call Lincoln County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Lincoln County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Lincoln County will notify the HCCC of any special circumstances where Lincoln County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Lincoln County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Lincoln County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Lincoln County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

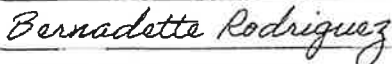
Approving Entities

Signed:  8/29/25
Name: Andrew Lorenson
Title: Director
Entity: Lincoln County DHS

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/19/2025
Signed: 
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING

Between
PHILLIPS COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Phillips County, Colorado ("Phillips County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Phillips County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Phillips County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Phillips County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Phillips County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Phillips County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Phillips County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Phillips County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Phillips County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Phillips County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Phillips County may request. Phillips County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Phillips County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	34
C/W Inquiries 0 Divided by 10	0
Total Estimated Reports	34
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	-14
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 0.00
Estimated number of APS reports Jan 2026 – Dec 2026	5
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 0.00
Total Investment for Call Coverage services	\$ 0.00

6. Phillips County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN PHILLIPS COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Phillips County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Phillips County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Phillips County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Phillips County. Phillips County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Phillips County. Phillips County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Phillips County's Trails Inbox. HCCC will notify Phillips

County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Phillips County to check the pending queue and manage the final disposition of all records.

a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Phillips County.

4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Phillips County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Phillips County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Phillips County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Phillips County main Department of Human Services number. Phillips County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Phillips County, HCCC will transfer the call to a Phillips County on-call designee. If the Phillips County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Phillips County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Phillips County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF PHILLIPS COUNTY:

1. Phillips County will provide an updated list of on-call Phillips County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Phillips County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Phillips County will notify the HCCC of any special circumstances where Phillips County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Phillips County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Phillips County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Phillips County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: Lore Lundgren
Name: Lon Lundgren
Title: Director
Entity: Phillips County DHS

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/19/2025
Signed: Bernadette Rodriguez
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: State of Colorado

MEMORANDUM OF UNDERSTANDING
Between
PUEBLO COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Pueblo County, Colorado ("Pueblo County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Pueblo County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Pueblo County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Pueblo County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Pueblo County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Pueblo County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Pueblo County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 "Other CW" calls will equal 1 report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, "Other CW", and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Pueblo County is allocated 4 free reports, child abuse/neglect or APS reports, each month for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Pueblo County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Pueblo County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Pueblo County may request. Pueblo County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Pueblo County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	1,316
C/W Inquiries 300 Divided by 10	30
Total Estimated Reports	1,346
Less the Allotment of Reports (4 per month or 12 per quarter)	-48
Total Estimated Reports to be billed	1,298
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 41,536.00
Estimated number of APS reports Jan 2026 – Dec 2026	448
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 14,336.00
Total Investment for Call Coverage services	\$ 55,872.00

6. Pueblo County will be billed quarterly for actual number of reports taken, less the allotted reports 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN PUEBLO COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Pueblo County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Pueblo County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all the after-hours calls for Pueblo County.
2. After-hour is defined as from 4pm to 8am Monday through Thursday and from 4pm Friday, through Saturday and Sunday, to 8am Monday. After-hour does not include holidays other than the hours specified above as after-hour.
3. All next step decisions regarding Hotline call records will be left to the discretion of Pueblo County. Pueblo County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
4. Reports, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Pueblo County's Trails Inbox. HCCC will notify Pueblo County of a

referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Pueblo County to check the pending queue and manage the final disposition of all records.

a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Pueblo County.

5. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Pueblo County while information is being entered into the THA or CAPS.
6. **Information and Referral (non-CW)** calls will be sent to Pueblo County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Pueblo County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Pueblo County main Department of Human Services number. Pueblo County can request a brief synopsis.
7. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Pueblo County, HCCC will transfer the call to an Pueblo County on-call designee. If the Pueblo County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
8. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Pueblo County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Pueblo County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF PUEBLO COUNTY

1. Pueblo County will provide an updated list of on-call Pueblo County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is the Pueblo County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Pueblo County will notify the HCCC of any special circumstances where Pueblo County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Pueblo County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Pueblo County.

GENERAL PROVISIONS

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2026 providing for payment of such obligations. Pueblo County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: Tammy Torres
Name: Tammy Torres
Title: Director
Entity: Pueblo County Human Service

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/29/2025
Signed: Bernadette Rodriguez
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING
Between
DOUGLAS COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Douglas County, Colorado ("Douglas County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Douglas County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Douglas County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Douglas County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Douglas County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Douglas County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Douglas County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective October 1, 2025 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 "Other CW" calls will equal 1 report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, "Other CW", and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Douglas County is allocated 4 free reports, child abuse/neglect or APS reports, each month for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Douglas County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Douglas County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Douglas County may request. Douglas County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Douglas County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Oct 2025 – Dec 2026	1,272
C/W Inquiries 370 Divided by 10	37
Total Estimated Reports	1,309
Less the Allotment of Reports (4 per month or 12 per quarter)	-60
Total Estimated Reports to be billed	1,249
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 39,968.00
Estimated number of APS reports Oct 2025 – Dec 2026	260
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 8,320.00
Total Investment for Call Coverage services	\$ 48,288.00

6. Douglas County will be billed quarterly for actual number of reports taken, less the allotted reports 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN DOUGLAS COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Douglas County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Douglas County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all the after-hours calls for Douglas County.
2. After-hour is defined as from 4pm to 8am Monday through Thursday and from 4pm Friday, through Saturday and Sunday, to 8am Monday. After-hour does not include holidays other than the hours specified above as after-hour.
3. All next step decisions regarding Hotline call records will be left to the discretion of Douglas County. Douglas County will be responsible to complete a review of all information in TIIA and Trails to ensure appropriate disposition.

4. **Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Douglas County's Trails Inbox. HCCC will notify Douglas County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Douglas County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Douglas County.
5. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Douglas County while information is being entered into the THA or CAPS.
6. **Information and Referral (non-CW)** calls will be sent to Douglas County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Douglas County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Douglas County main Department of Human Services number. Douglas County can request a brief synopsis.
7. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Douglas County, HCCC will transfer the call to an Douglas County on-call designee. If the Douglas County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
8. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Douglas County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Douglas County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF DOUGLAS COUNTY

1. Douglas County will provide an updated list of on-call Douglas County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is the Douglas County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Douglas County will notify the HCCC of any special circumstances where Douglas County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Douglas County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Douglas County.

GENERAL PROVISIONS

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Douglas County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: Ruby Richards
Name: Ruby Richards
Title: Director
Entity: Douglas County Dept. of Human Services

State Confirmation

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

Date: 10/2/2025
Signed: Bernadette Rodriguez
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: State of Colorado

MEMORANDUM OF UNDERSTANDING
Between
YUMA COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Yuma County, Colorado ("Yuma County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Yuma County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Yuma County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Yuma County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Yuma County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Yuma County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Yuma County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 "Other CW" calls will equal 1 report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, "Other CW", and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

- 2 Yuma County is allocated 4 free reports, child abuse neglect or APS reports, each month for a total of 48 free reports of any type per year.
- 3 Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Yuma County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Yuma County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
- 4 Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Yuma County may request. Yuma County will submit payment for services satisfactorily performed within 60 days of receipt.
- 5 The rates of Call Coverage Services provided to Yuma County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 - Dec 2026		19
CW Inquiries 0 Divided by 10		0
Total Estimated Reports		19
Less the Allotment of Reports (4 per month or 12 per quarter)		-18
Total Estimated Reports to be billed		-29
Rate per Report	\$	32.00
Estimated Investment for CW Reports	\$	0.00
Estimated number of APS reports Jan 2026 - Dec 2026		0
Rate per APS Report	\$	32.00
Estimated Investment for APS reports	\$	0.00
Total Investment for Call Coverage services	\$	0.00

- 6 Yuma County will be billed quarterly for actual number of reports taken, less the allotted reports 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN YUMA COUNTY AND PROWERS COUNTY HCCC:

- 1 Both Prowers County and Yuma County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
- 2 This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Yuma County.
- 3 Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all the after-hours calls for Yuma County. After-Hours is defined as any time outside of normal business operating hours, including week-ends and holidays.
2. All next step decisions regarding Hotline call records will be left to the discretion of Yuma County. Yuma County will be responsible to complete a review of all information in TIA and Trails to ensure appropriate disposition.
3. Reports which can be referred to as Referrals, taken by the HCCC will be entered into the TIA, submitted, and transferred to Yuma County's Trails Inbox. HCCC will notify Yuma County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume

7 Rules). It will be the responsibility of Yuma County to check the pending queue and manage the final disposition of all records.

a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Yuma County.

4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Yuma County while information is being entered into the THA or CAPS.
5. Information and Referral (non-CW) calls will be sent to Yuma County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Yuma County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Yuma County main Department of Human Services number. Yuma County can request a brief synopsis.
6. If HCCC receives a call from law enforcement or medical personnel that requires immediate response from Yuma County, HCCC will transfer the call to an Yuma County on-call designee. If the Yuma County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. APS reports will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Yuma County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Yuma County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF YUMA COUNTY

1. Yuma County will provide an updated list of on-call Yuma County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is the Yuma County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Yuma County will notify the HCCC of any special circumstances where Yuma County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Yuma County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Yuma County.

GENERAL PROVISIONS

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Yuma County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance. Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution

Approving Entities

Signed: _____

Name: Adam Gates

Title: Yuma County Commissioners, Chairman

Entity: Yuma County Department of Human Services

Approving Entities

Signed: _____

Name: Kara Hoover

Title: Yuma County Department of Human Services Director

Entity: Yuma County Department of Human Services

State Confirmation

Date: _____

9/29/2025

Signed: _____

Name: _____

Title: _____

Entity: _____

Bernadette Rodriguez
Bernadette Rodriguez
Hotline Analyst
STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING

Between
ELBERT COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Elbert County, Colorado ("Elbert County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Elbert County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Elbert County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Elbert County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Elbert County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Elbert County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Elbert County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Elbert County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Elbert County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Elbert County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Elbert County may request. Elbert County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Elbert County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	359
C/W Inquiries 190 Divided by 10	19
Total Estimated Reports	378
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	330
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 10,560.00
Estimated number of APS reports Jan 2026 – Dec 2026	78
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 2,496.00
Total Investment for Call Coverage services	\$ 13,056.00

6. Elbert County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN ELBERT COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Elbert County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Elbert County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Elbert County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Elbert County. Elbert County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Elbert County. Elbert County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. Child Welfare Reports, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Elbert County's Trails Inbox. HCCC will notify Elbert County

of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Elbert County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Elbert County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Elbert County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Elbert County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Elbert County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Elbert County main Department of Human Services number. Elbert County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Elbert County, HCCC will transfer the call to a Elbert County on-call designee. If the Elbert County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Elbert County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Elbert County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF ELBERT COUNTY:

1. Elbert County will provide an updated list of on-call Elbert County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Elbert County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Elbert County will notify the HCCC of any special circumstances where Elbert County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Elbert County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Elbert County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Elbert County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/29/2025
Signed: Bernadette Rodriguez
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO

Approving Entities

Signed: Darcy Bolking
Name: Darcy Bolking
Title: Director
Entity: Elbert County DHS

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2026 providing for payment of such obligations. Gilpin County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: [Signature]
 Name: Daigee, Sons
 Title: Child and Adult Protection Programs Manager
 Entity: Gilpin County DHS

Approving Entities

Signed: _____
 Name: _____
 Title: _____
 Entity: _____

State Confirmation

Date: 10/2/02025
 Signed: Bernadette Rodriguez
 Name: Bernadette Rodriguez
 Title: Hotline Analyst
 Entity: State of Colorado

MEMORANDUM OF UNDERSTANDING
Between
CHEYENNE COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Cheyenne County, Colorado ("Cheyenne County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Cheyenne County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Cheyenne County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Cheyenne County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Cheyenne County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Cheyenne County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Cheyenne County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Cheyenne County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Cheyenne County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Cheyenne County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Cheyenne County may request. Cheyenne County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Cheyenne County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	44
C/W Inquiries 10 Divided by 10	1
Total Estimated Reports	45
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	-3
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 0.00
Estimated number of APS reports Jan 2026 – Dec 2026	9
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 192.00
Total Investment for Call Coverage services	\$ 192.00

6. Cheyenne County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN CHEYENNE COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Cheyenne County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Cheyenne County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Cheyenne County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Cheyenne County. Cheyenne County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Cheyenne County. Cheyenne County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Cheyenne County's Trails Inbox. HCCC will notify Cheyenne County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Cheyenne County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Cheyenne County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Cheyenne County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Cheyenne County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Cheyenne County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Cheyenne County main Department of Human Services number. Cheyenne County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Cheyenne County, HCCC will transfer the call to a Cheyenne County on-call designee. If the Cheyenne County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Cheyenne County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Cheyenne County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF CHEYENNE COUNTY:

1. Cheyenne County will provide an updated list of on-call Cheyenne County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Cheyenne County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Cheyenne County will notify the HCCC of any special circumstances where Cheyenne County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Cheyenne County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Cheyenne County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Cheyenne County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

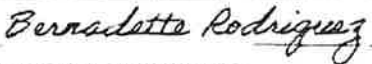
Approving Entities

Signed: 
Name: Robert R. Smith
Title: BOCC Chairman
Entity: Cheyenne County

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

State Confirmation

Date: 9/29/2025
Signed: 
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: STATE OF COLORADO

MEMORANDUM OF UNDERSTANDING
Between
WASHINGTON COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Washington County, Colorado ("Washington County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Washington County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Washington County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Washington County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Washington County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Washington County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Washington County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Washington County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Washington County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Washington County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Washington County may request. Washington County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Washington County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	59
C/W Inquiries 10 Divided by 10	1
Total Estimated Reports	60
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	12
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 384.00
Estimated number of APS reports Jan 2026 – Dec 2026	2
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 64.00
Total Investment for Call Coverage services	\$ 448.00

6. Washington County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN Washington COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Washington County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Washington County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Washington County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Washington County. Washington County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Washington County. Washington County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.

3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Washington County's Trails Inbox. HCCC will notify Washington County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Washington County to check the pending queue and manage the final disposition of all records.
 - a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Washington County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Washington County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Washington County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Washington County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Washington County main Department of Human Services number. Washington County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Washington County, HCCC will transfer the call to a Washington County on-call designee. If the Washington County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Washington County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Washington County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF Washington COUNTY:

1. Washington County will provide an updated list of on-call Washington County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Washington County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Washington County will notify the HCCC of any special circumstances where Washington County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Washington County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Washington County.

GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental Immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.
5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Washington County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Signed: Teresa Traxler
Name: Teresa Traxler
Title: Director
Entity: Washington County DHS

State Confirmation

Date: 9/19/2025
Signed: Bernadette Rodriguez
Name: Bernadette Rodriguez
Title: Hotline Analyst
Entity: State of Colorado

Approving Entities

Signed: _____
Name: _____
Title: _____
Entity: _____

MEMORANDUM OF UNDERSTANDING

Between
SUMMIT COUNTY
and
PROWERS COUNTY

INTRODUCTION:

This Memorandum of Understanding ("MOU") is entered into by and between Prowers County, Colorado body corporate and politic by and through its Board of County Commissioner ("Prowers County"), and Summit County, Colorado ("Summit County") a body corporate and politic by and through its Board of County Commissioners. Prowers County and Summit County shall jointly be referred to as the "Parties."

PURPOSE:

1. This MOU is developed in partnership between Prowers County and Summit County, with confirmation by the State of Colorado ("State"), for Prowers County to manage and administer calls to the hotline regarding persons that reside in Summit County, Colorado.
2. Prowers County, through its Hotline County Connection Center ("HCCC"), agrees to answer and process Child Welfare ("CW") related and APS related hotline calls on behalf of Summit County ("Call Coverage Services"). Prowers County will perform the tasks outlined in this MOU as they relate to Call Coverage Services. Summit County will perform the tasks identified in the MOU to assist the HCCC with successfully receiving the Hotline calls so Summit County can complete the final disposition of each call.

TERM, AMENDMENT, TERMINATION:

1. Term of MOU:
 - a. This MOU becomes effective January 1, 2026 for the period of 12 months, ending December 31, 2026.
 - b. The parties shall notify each other at least 30 days prior to expiration of the MOU to execute an extension.
2. Amendments:
 - a. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of the Parties.
 - b. Any changes, modifications, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by the Parties, and will be effective in accordance with the terms and conditions contained herein.
3. Termination:
 - a. Any party may, at its sole discretion, terminate or cancel the MOU upon 30 days' written notice to the other party.

RATE FOR SERVICES:

1. The calculations used to determine the rate of the Call Coverage Services are based on an annual projection of the number of Child Protection Program Area 5, Program Area 4, and Institutional reports taken and an equivalent number of Other Child Welfare ("Other CW") Inquiry related call reports. For purposes of this MOU, 10 Other CW calls will equal one report.
 - a. Projected numbers of Program Area 5, Program Area 4, Institutional, Other CW, and APS reports will be based on a combination of information from the Results Oriented Management data base and the actual numbers of calls received through the HCCC for the previous 12 months.

2. Summit County is allocated twelve free reports, child abuse/neglect or APS reports, each quarter for a total of 48 free reports of any type per year.
3. Prowers County has entered into agreements with other Colorado counties to provide the same services as contemplated in this MOU. In the event the HCCC must expend additional funds to accommodate adding additional positions to take calls on behalf of all of the other counties including Summit County, the cost of that expansion may be proportionately distributed amongst all of the counties that receive HCCC Call Coverage Services. Should this situation arise, Summit County will be notified 60 days in advance of any additional costs required for HCCC's services so it can determine whether to terminate the MOU.
4. Prowers County will invoice for the Call Coverage Services. Invoices shall include a description of the services performed as Summit County may request. Summit County will submit payment for services satisfactorily performed within 60 days of receipt.
5. The rates of Call Coverage Services provided to Summit County per the terms of the MOU are:

Estimated number of Child Abuse/Neglect Reports Jan 2026 – Dec 2026	386
C/W Inquiries 80 Divided by 10	8
Total Estimated Reports	394
Less the Allotment of Reports (12 per quarter)	-48
Total Estimated Reports to be billed	346
Rate per Report	\$ 32.00
Estimated Investment for C/W Reports	\$ 11,072.00
Estimated number of APS reports Jan 2026 – Dec 2026	34
Rate per APS Report	\$ 32.00
Estimated Investment for APS reports	\$ 1,088.00
Total Investment for Call Coverage services	\$ 12,160.00

6. Summit County will be billed quarterly for actual number of reports taken, less the allotted reports of 12 reports of any type per quarter.

JOINT RESPONSIBILITIES SHARED BETWEEN SUMMIT COUNTY AND PROWERS COUNTY HCCC:

1. Both Prowers County and Summit County acknowledge that the State of Colorado Department of Human Services must approve this MOU prior to final execution.
2. This MOU was preceded by an official request for Call Coverage Services from the Board of County Commissioners for Summit County.
3. Both parties understand that nothing in this MOU supersedes or replaces each party's requirements and responsibilities to follow and adhere to all requirements as set forth in state and federal statute, Volume 7 Rules and/or Division of Child Welfare Policy.

GENERAL RESPONSIBILITIES OF PROWERS COUNTY HCCC:

1. The Prowers County HCCC will make the appropriate routing changes and take all calls for Summit County on a full-time basis. Full-time is defined as 7 days per week, 24 hours a day including holidays. All next step decisions regarding Hotline call records will be left to the discretion of Summit County. Summit County will be responsible to complete a review of all information in the Trails Hotline Application ("THA") and Trails to ensure appropriate disposition.
2. All next step decisions regarding Hotline call records will be left to the discretion of Summit County. Summit County will be responsible to complete a review of all information in THA and Trails to ensure appropriate disposition.
3. **Child Welfare Reports**, which can be referred to as Referrals, taken by the HCCC will be entered into the THA, submitted, and transferred to Summit County's Trails Inbox. HCCC will notify Summit

County of a referral via email during business hours and by personal contact during after-hours (pursuant to Volume 7 Rules). It will be the responsibility of Summit County to check the pending queue and manage the final disposition of all records.

- a. HCCC will provide the Hotline ID and/or Referral ID number (pursuant to Volume 7 Rules) to an entity designated by Summit County.
4. If the HCCC believes the report is of an immediate response nature, the HCCC will notify Summit County while information is being entered into the THA or CAPS.
5. **Information and Referral (non-CW)** calls will be sent to Summit County's Pending Incoming Hotline Queue (pursuant to Volume 7 Rule). It will be the responsibility of Summit County to check the pending queue and manage the final disposition of all records. Call purpose will be included in the comments. Callers will be redirected back to the Summit County main Department of Human Services number. Summit County can request a brief synopsis.
6. If HCCC receives a call from **law enforcement or medical personnel** that requires immediate response from Summit County, HCCC will transfer the call to a Summit County on-call designee. If the Summit County on-call designee is not available, HCCC will take a message and continue to make attempts to notify the County. If appropriate, the HCCC will take a report while notifying the County.
7. **APS reports** will be documented in the Colorado Adult Protection System, ("CAPS") and in the THA. Once complete, the record will be transferred to the County's Pending Incoming Hotline Queue. Summit County will confirm receipt and update in the THA.
 - a. If an APS call is regarding an adult over 70 years old, the HCCC will document the call in the THA and advise the reporter to call local law enforcement. The HCCC will then notify the County of the call.
 - b. Notification to Summit County that an APS report has been taken by the HCCC will be made by email during both open and after-hours.

GENERAL RESPONSIBILITIES OF SUMMIT COUNTY:

1. Summit County will provide an updated list of on-call Summit County employees' name(s) or designees and telephone/cellphone numbers and email addresses at all times. The on-call list will include backup contact name(s) and number(s) and email addresses in case the first employee is unable to answer within the notification time frame as outlined in Volume 7 Rules. If the designee changes, it is Summit County's responsibility to immediately inform the HCCC of the change and to provide the required contact information.
2. Summit County will notify the HCCC of any special circumstances where Summit County staff will be unavailable by email (business hours) or voice telephone/cellphone (i.e. employees are in court, meetings, training after-hours, etc.) Summit County should make every attempt to identify another entity that can receive notifications. This can be any entity designated by Summit County.

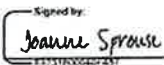
GENERAL PROVISIONS:

1. This MOU is not intended to create any agency or employment relationships between the parties nor is it intended to create any third-party rights or beneficiaries.
2. Nothing contained herein shall be construed as a waiver of any party or any immunity at law including immunity granted under the Colorado Governmental immunities Act.
3. No modification or waiver of this MOU or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
4. This MOU and the parties conduct hereunder shall be subject to local, state and federal laws and regulations, including requirements associated with confidentiality of information and HIPAA privacy requirements.

5. The Parties to this MOU are subject to the provisions of Colorado Constitution, Article X, Section 20 regarding multiple fiscal year obligations. Therefore, no obligation extending beyond December 31, 2026 shall be enforceable unless and until County, acting through the Board, has adopted a budget for 2027 providing for payment of such obligations. Summit County shall immediately notify Prowers County should funding under this MOU fail to be appropriated in such instance, Prowers County may immediately terminate this MOU.
6. All three of the authorizing and confirming agencies listed below must agree to the conditions set forth in the proceeding document before the MOU can be finalized.
7. All signatories have the appropriate delegation of authority to sign this MOU.
8. This MOU is subject to all applicable federal, state and local laws, regulations and rules, whether now in force or hereafter enacted or promulgated. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.
9. No third-Party Beneficiary. It is expressly understood and agreed that enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this MOU shall give or allow any such claim or right of action by any other or third person or entity on such MOU. It is the express intention of the parties hereto that any person or entity, other than the Parties, receiving services or benefits under this MOU shall be deemed to be incidental beneficiaries only.
10. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this MOU. In the event any claim is litigated, each Party will be responsible for its own expenses of litigation or other costs associated with enforcing this MOU. No provision of this MOU shall be deemed or construed to be a relinquishment or waiver of any kind of the applicable limitation of liability provided to each Party by the Colorado governmental Immunity Act, C.R.S. 24-101-101 et seq. and Article XI of the Colorado Constitution.

Approving Entities

Approving Entities

Signed: 
 Name: Joanne Sprouse
 Title: Human Services Director
 Entity: Summit County Government

Signed: _____
 Name: _____
 Title: _____
 Entity: _____

State Confirmation

Date: 9/18/2025
 Signed: 
 Name: Bernadette Rodriguez
 Title: Hotline Analyst
 Entity: State of Colorado

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 10/14/25

Submitter: Don Wilson

Submitted to the County Administration Office on: 10/8/25

Return Originals to: Don Wilson

Number of originals to return to Submitter: 1

Contract Due Date: N/A

Item Title/Recommended Board Action: Consider approval of Bid and Acceptance Contract for Specialty HVAC in the amount of \$95,638.00 to modify Courthouse HVAC System and to add additional monitoring capabilities.

Justification or Background: The Courthouse HVAC system currently has to different control systems, which is causing mechanical issues and damage to system equipment. This project will add compatibility to the system and allow the facilities team to better monitor and control the system. This up-grade also includes staff training.

Fiscal Impact: This item is budgeted in the following account code:

County: \$ 95,638 (Capital Fund) _____

Federal: \$ _____

State: \$ _____

Other: \$ _____

Approved by the County Attorney on: 9-9-2025

Additional Approvals (if required):



BID AND ACCEPTANCE CONTRACT

TO: Faron Williams
Prowers County Maintenance
1001 Main St
Lamar CO 81052

Date: September 26, 2025

Bid for: New Automated Controls at Prowers County Courthouse

I. Introduction:

Specialty HVAC is pleased to provide you with the following HVAC Building Management System (BMS) proposal using Distech Controls.

The undersigned customer authorizes Specialty HVAC to furnish labor, material, and related services to provide building management and controls, as described below, per the scope of work below.

II. General Services Provided:

- Provide controls material, programming, startup and graphics to replace the existing Trane control panel located in the basement mechanical room.
- Controls design engineering and as-built drawings for the new DDC controls system.
- Owner training for the new DDC controls system.

III. Job Specific Items Provided:

Provide DDC controls for the following HVAC equipment.

(1) – Temperature Control Panel

○ Provide (1) fully fabricated NEMA4 control panel including the following:

- Industrial panel PC with EC-NET4 supervisor software. (100 device license and 5-year SMA)
- Distech Controls Eclipse ECY controller and applicable I/O modules for control of the CHW/HW system.
- VPN router for remote access and network management.
- Terminal blocks for field wire termination.
- BACnet integration of the existing fan coil unit thermostats, pump VFDs and chiller.
- Modbus integration of the existing boilers.
- M-BUS integration of electrical and gas meters.

(2) – Wet Differential Pressure Transmitters

○ (1) Hot water loop differential pressure for control of hot water pump speed to prevent overpressure of the hot water control valves.



- (1) Chilled water loop differential pressure for control of chilled water pump speed to prevent overpressure of the chilled water control valves.
- (1) Chiller evaporator heat exchanger differential pressure for control of chilled water bypass valve to provide minimum chilled water flow.

IV. Exclusions:

- Any troubleshooting of the existing mechanical systems.
- Controls for the existing fan coil units.

V. Project Specific Provisions:

- All controls installation, additional materials not listed in this proposal, and electrical wiring shall be provided by the DDC installation contractor.
- Any required troubleshooting of the DDC installation will be accomplished with the installation contractor's assistance.
- All existing field devices will be reused.
- All existing fan coil unit BACnet communicating thermostats will be reused.

\$95,638.00

All work shall be done in a workmanlike manner, according to standard practice. Any environmental cleanup or hazardous cleanup that may be required shall be completed by the Owner at his/her sole expense. Contractor shall provide to the Owner, Certificates of Insurance on General Liability, upon owner's request. Payment due at time of equipment order and balance is due and payable at completion of work. Any invoices not paid within thirty (30) days of invoice date will be charged 18 percent interest per annum (1.5 percent per month) until payment is received. Check and cash are acceptable forms of payment. If there are any litigation, arbitration, or other proceedings between or among the parties to this Agreement related to this Agreement, the party who substantially prevails in such litigation, arbitration, or other proceedings will be entitled to recover attorney's fees and costs from the losing party. The Contractor shall remedy any defects due to faulty workmanship which shall appear within one (1) year from substantial date of completion. Owner shall give notice of observed defects within reasonable promptness. This shall not cover any damage caused by the Owner, through neglect, willful damage, or accidental damage.

This bid is good for 30 days from date of proposal.

If you have any questions regarding this bid, please feel free to contact me at the office at (719) 499-6214

Respectfully submitted,

Tommy English, President
Specialty HVAC Limited

Accepted by:

(Date)