

Minutes
Developmental Disabilities Resource Board of Directors
Board Meeting
January 25, 2022

The **DDRB Board** met on January 25, 2022, at 6:30 PM in person and by Zoom Conference. The meeting was called to order by Board Committee Chairman Stephen Elliott. Present at the meeting, in addition to Steve Elliott were Gary Steinman, James Gottstein, Rick White, Janet White, Marlene Leonce, Pat Schoenrade and Alan Naylor.

Guests included:

Kelly McGillis and Kendra Musgrave with TNC Community
Kimbel Mothershead with Vocational Services
Amy Taylor, Amy Young, Jim Huffman, Mark Bertrand and Julie Edlund with Life Unlimited
Anne Hochstein with Job One
Karrie Duke with Center for the Developmentally Disabled
Sarah Murphy and Elana Pautler with Ability KC
Cassidi Jobe with Summit Future Foundations
Anita Hartman with Center for Human Services

Announcements and Introductions

There were no announcements.

Minutes

The minutes of the Board Owned Property Committee Meeting of November 30, 2021 were previously read and approved by each member. With no corrections to the minutes as published, Gary Steinman motioned the Board to approve the minutes as submitted. Stephen Elliott provided a second to the motion and the Board voted unanimous approval.

The minutes of the Finance Committee Meeting of November 30, 2021 were previously read and approved by each member. With no corrections to the minutes as published, Gary Steinman motioned the Board to approve the minutes as submitted. Stephen Elliott provided a second to the motion and the Board voted unanimous approval.

The minutes of the Board Meeting of November 30, 2021 were previously read and approved by each member. With no corrections to the minutes as published, Gary Steinman motioned the Board to approve the minutes as submitted. Stephen Elliott provided a second to the motion and the Board voted unanimous approval.

The minutes of the Finance Committee Meeting of December 8, 2021 were previously read and approved by each member. With no corrections to the minutes as published, Gary Steinman

motioned the Board to approve the minutes as submitted. Stephen Elliott provided a second to the motion and the Board voted unanimous approval.

The minutes of the Board Meeting of December 10, 2021 were previously read and approved by each member. With no corrections to the minutes as published, Gary Steinman motioned the Board to approve the minutes as submitted. Stephen Elliott provided a second to the motion and the Board voted unanimous approval.

Financial Report

Rick White provided the following Financial Report for the month ending November 30, 2021.

DDR B P&L YTD to Date November YTD

- **Total Income =** **\$ 6,197,440.42**
- **Total Expenses =** **\$ 5,074,805.98**
- **Net Income =** **\$ 1,122,634.44**

DDR B Balance Sheet November YTD

- **Total Checking & Savings =** **\$ 7,600,225.58**
- **Total Fixed Assets =** **\$ 1,407,336.92**
- **Total Assets =** **\$ 9,007,562.50**
- **Total Liabilities=** **\$ 2,247.36**
- **Total Fund Balance =** **\$ 7,882,577.49**
- **Net Income =** **\$ 1,122,634.44**
- **Total Equity =** **\$ 9,004,915.14**
- **Total Liabilities and Equity =** **\$ 9,007,562.50**

TCM P & L Year to Date November YTD

- **Total Income =** **\$ 3,075,523.56**
- **Total Expenses =** **\$ 2,518,977.31**
- **Net Income =** **\$ 556,546.25**

TCM Balance Sheet November YTD

- **Total Checking & Savings =** **\$4,299,317.80**

- **Total Assets =** **\$4,299,317.80**
- **Net Income =** **\$4,299,317.80**
- **Total Liabilities and Equity =** **\$ 4,299,317.80**

RECAP of Investments – November YTD

DDRB

Long Term Reserves Investment:	\$5,965,000.00
Long Term Investment Interest Earned YTD:	\$ 48,796.61
Short Term Working Capital Investment:	\$ 353,000.00
Short Term Investment Interest Earned YTD:	\$ 1,432.56

TCM

Long-Term TCM Reserves Investment:	\$3,235,000.00
TCM Interest YTD:	\$ 28,002.92

Administrative Directors Report

Sonja reminded everyone that they should have received information from the Missouri Ethics regarding their Personal Financial Disclosure information. She also advised that she had sent out the 2022 Board meeting schedule the holiday schedule.

Executive Committee

Pursuant to the bylaws, Stephen Elliott assigned Alan Naylor, Janet White, and Marlene Leonce to the Nominating Committee. He asked Alan Naylor to chair that Committee and ask all Board members to submit their nominations to Sonja who will route to the Committee. He requested the Committee submit the slate of officers for 2022 to the Board for vote at the February meeting. He also requested each Board member submit their 2022 committee preferences.

Finance Committee

TNC- ILAP Unit Cost Rate Change

Rick White advised, at the request of the Board, TNC provided a break-even analysis for their ILAP program. They are requesting an increase in the unit cost from \$7.50 per unit to \$9.09 per unit; decreasing the total number of units from 13,195 to 10,885 while serving up to sixteen (16) participants in the program over the course of 2022. The Board previously approved a total dollar amount of \$98,961.70 for this program in 2022. There is no change in total dollars. The Finance Committee recommends this change to the Board. Gary Steinman motioned the Board to approve an increase in the unit rate from \$7.50 to \$9.09 for a total dollar amount not to exceed \$98,961.70. Stephen Elliott provided a second to the motion. The change was approved unanimously by roll call vote. Steve instructed Sonja to update the contract and send for signatures.

Services Committee

No report

Board Owned Property Committee

Alan Naylor reported that the first homes inspection would be scheduled for late March and will advise the Board when a date is set. They will revisit the LU homes from the last inspection to check on the progress of the recommended improvements.

Center for Human Services

Anita Hartman reported that CHS has forty-six full time employees with a case-load average of 1-38. They are serving 1289 consumers. The Medicaid eligible rate was about 71%. She advised that Waiver Wait List are all being processed and cleared in a timely manner. She advised that they are working on the final approvals of the form for the Clay County Sheriff Data Base Initiative.

With no further business and no guest comments, Stephen Elliott adjourned the meeting.

Respectfully submitted,
Sonja Bennett,
Administrative Director
January 28, 2022