

**Minutes**  
**Developmental Disabilities Resource Board of Directors**  
**Finance Committee Meeting**  
**August 20, 2019**

The **Finance Committee** met on August 20, 2019 at 5:30 pm at the DDRB office. The meeting was called to order by Committee Chairman, Thomas Bradley. Present at the meeting were Thomas Bradley, Gary Steinman, Stephen Elliott, Richard White, James Gottstein and Sonja Bennett. Guests present included Holly Wilmes with Easterseals Midwest, Randy Hylton, Vocational Services Inc. and Jenny Brown with Northland Therapeutic Riding Center.

**TCM Rate**

Tom informed the committee that we had received notice from the Department of Mental Health that the Targeted Case Management (TCM) rate would remain the same for the State Fiscal Year 2020 at \$103.68 per hour.

**Set the Levy**

Tom informed the committee that we had received the Proforma to Set the Levy from the County Clerk's Office. The recommendation for the levy rate is .1130 based on the permissible reassessment revenue growth and the consumer price index (CPI). While the assessed valuation of property existing in both 2018 and 2019 increased by 6.42%. The CPI is 1.90%. By law, we are allowed to increase the tax dollars by the lesser of the two. The income for DDRB from the tax levy is expected to increase by \$94,000 but the actual levy rate is lower than 2018. The Finance Committee agreed unanimously to accept this amount and propose the same to the full board for approval.

**Capital Grant Program**

The Committee reviewed the following requests for capital grants with recommendations as noted.

**1. Ability KC - \$5,000**

Uline Break Room Tables 60" (10) @ \$240 each =	\$2,400
Uline Industrial Workstation Tables 48x36 (10) @ \$242 each =	\$2,420
Shipping @	<u>\$ 180</u>
Total =	\$5,000

**2. Alphapointe - \$5000**

Equipment for cap machine	
Liftmat Lift =	\$6,200
S-Ramp =	<u>\$ 749</u>
Total =	\$7,574
Balance to be paid from general funds	

**3. Children's Center for the Visually Impaired - \$20,000**

Hi Lo Changing Tables (2) =	\$16,178
Lenox Z Locker Stacks (12) =	<u>\$ 6,450</u>
Total =	\$22,628

Balance to be paid by a private donor who wishes to remain anonymous

**4. Della Lamb / City Wide - \$99,517**

Ford Transit Van (new) =	\$44,217
15 Passenger Van (used) =	\$27,650
15 Passenger Van (used) =	<u>\$27,650</u>
Total=	\$99,517

Vans are on temporary hold but not guaranteed. Della Lamb is requesting the full \$105,000 be made available in the event these are gone when she goes to purchase. The Finance Committee agreed to fund these vans as requested and set aside up to \$105,000 in the event the quoted vans are no longer available. DDRB will fund the actual amount for the 3 vans up to \$105,000 with any overage paid from their reserves.

**5. Easterseals Midwest - \$65,000**

Laptop computers (4) =	\$ 2,800
Coaching Equipment (6) =	\$ 1,000
New Playground Structure =	\$12,000
New Playground Shade =	\$10,000
Security Cameras (2) =	\$ 1,600
Welch Allyn Spot	
Vision Screener =	\$ 7,500
Evoked Otoacoustic Emissions (EAOA) Hearing Machine =	\$ 6,000
2019 Dodge Caravan (new)	<u>\$28,177</u>
Total	\$69,177

The \$4,177 will be paid from reserve funds.

**6. Life Unlimited - \$103,830**

2019 Dodge Caravan (3-new) =	\$97,080
Paint interior Millstreet My Day =	<u>\$ 6,750</u>
Total =	\$103,830

**7. Northland Early Education Center - \$60,325**

Replace 19 Windows in 9 Classrooms =	\$13,415
Replace 2 – 25+ Air Conditioning Units=	\$ 6,800
Replace 7 Exit Doors in 7 Classrooms =	\$33,473
Replace 2 – 50 Gallon Water Heaters with 1 – 100 Gallon Industrial Water Heater =	<u>\$ 6,637</u>
Total =	\$60,325

Additionally, NEEC is requesting 14 Refurbished Surface Computers from DDRB plus the cost to install necessary software estimated at \$3,750. The Committee elected to NOT include this in the capital grant program. Since we have requests for more of the computers than we may have available, this is pended until all the used computers are available. The Committee agreed to make those funds available if the computers are available to NEEC.

**8. Northland Therapeutic Riding Center - \$3,908**

Fix drainage issue which causes flooding in the classroom barn =	\$1,708
Reseeding pastures =	<u>\$2,100</u>
Total =	\$3,908

NTRC received a bid for repairing the drainage in the amount of \$1708. They had requested \$2,000 for the project in the event any unforeseen expenses for this project arose. The committee agree to approve the amount of the bid. There was some discussion as to whether reseeding the pastures was a capital expense. Jenny Brown said that it is not something they do every year. The committee agreed that this could be considered a capital expense.

**9. TNC Community - \$0**

TNC did not submit a request for a capital grant. The committee understands that with a new director and staff there are many changes at TNC. They asked Sonja to reach back out to the new director, Kelly McGillis, and offer to extend the time to submit a grant request provided the work could be completed in this calendar year.

**10. UMKC – ACED Program - \$0**

UMKC ACED did not submit and request for a capital grant. They reviewed purchasing a van for transportation for some of their programs but decided that hiring the transportation services was a more cost-effective way of providing transportation. Should they offer this service, it would be a part of the purchase service / cost of services and funded in that manner. They rent space from NWMSU and with all the programs in the northland new and student participation levels uncertain, they elected not to submit request this time. They will review, however, should this program be offered again in the future.

**11. Vocational Services Inc. - \$105,000**

Repair and replace all sealant in joints at 905 Kent location =	\$ 19,528
Update & replace all switches for VOIP telephone system =	\$ 9,399
Replace electric fork lift at 905 Kent location =	\$ 33,570
Repair and paint exterior surfaces at the NCK shop =	<u>\$ 43,507</u>
Total =	\$106,005

Balance of \$1005 will be funded from reserves.

**The total funding approved for the 2019 capital grant programs approved by the Finance Committee totals \$472,962.45. The committee members agreed unanimously to each of the individual requests as noted above.**

**Requests for additional funding FY2019**

The **Children’s Center for the Visually Impaired** submitted a request in writing for additional funding for the calendar year 2019 in the amount of **\$48,000** (letter of request attached to the minutes). CCVI stated the number of children served had increased by 27% - from 15 to 19 as well as the services needed by those and other children. No one was present from CCVI to answer questions.

The Committee requested that Sonja request additional information from CCVI on the increase in services and the cost of those services. They requested the information be provided to each member

of the committee and provided that is received, they will present to the full board for review at the next meeting.

The **Northland Early Education Center** submitted a request in writing for additional funding for the calendar year 2019 in the amount of **\$62,474** (letter of request attached to the minutes). NEEC stated the number of children served had increased as well as the services needed by those and other children. Additionally, they stated that they would be adding an Occupation Therapist to the program. No one was present from NEEC to answer questions.

The Committee requested that Sonja request additional information from NEEC on the increase in services and the cost of those services. They requested the information be provided to each member of the committee and provided that is received, they will present to the full board for review at the next meeting.

With no further business, the Finance Committee meeting was adjourned.  
Respectfully submitted: Sonja Bennett, August 22, 2019