

Minutes
Developmental Disabilities Resource Board of Directors
DDRB Board Meeting
October 27, 2020

The **DDRB Board** met by Zoom Video Conference due to the CoVid19 Pandemic. The meeting was called to order at 6:30 pm by chairman, Gary Steinman. Present for the meeting were in addition to Gary Steinman were Stephen Elliott, Richard White, Patricia Schoenrade, Alan Naylor, James Gottstein, Janet White and Robert Sevier. Also present was Sonja Bennett.

Guests Included:

Anita Hartman, Mary Lee Thomas and Gregg Aultman with Center for Human Services
Randy Hylton and Kimbel Mothershead with Vocational Services
Mark Bertrand and Jim Huffman with Life Unlimited
Shaney Othic with Northland Therapeutic Riding Center
Tec Chapman with Easterseals Midwest
Anne Hochstein with Job One
Kelly McGillis with TNC Community
Laurie Brewer with Citywide Transportation
Brea Connett with Northland Early Education center

Announcements

There were no announcements.

Minutes

The minutes of the DDRB Board Meeting of August 25, 2020 were previously read and approved by each member. With no corrections to the minutes as published, Pat Schoenrade motioned the board to approve the minutes as submitted. Alan Naylor provided a second to the motion and the board voted unanimous approval of the members present.

The minutes of the DDRB Finance Committee meeting of September 29, 2020 were previously read and approved by each member. With no corrections to the minutes as published, Alan Naylor motioned the board to approve the minutes as submitted. Pat Schoenrade provided a second to the motion and the board voted unanimous approval of the members present.

Financial Report

Steve Elliott provided the following Financial Report for the year to date July 31, 2020.

DDR B P&L YTD to Date September YTD

Total Income =	\$ 5,903,428.59
Total Expenses =	<u>\$ 3,664,814.37</u>
Net Income =	<u>\$ 2,238,614.22</u>

DDR B Balance Sheet September YTD

Total Checking & Savings =	\$ 7,575,152.33
Total Fixed Assets =	<u>\$ 1,471,715.72</u>
Total Assets =	<u>\$ 9,046,868.05</u>
Total Liabilities=	<u>\$ 4,649.10</u>
Total Fund Balance =	\$ 6,803,604.73
Net Income =	<u>\$ 2,238,614.22</u>
Total Equity =	<u>\$ 9,042,218.95</u>
Total Liabilities and Equity =	<u>\$ 9,046,868.05</u>

TCM P & L Year to Date September YTD

Total Income =	\$ 2,653,211.59
Total Expenses =	<u>\$ 2,041,832.07</u>
Net Income =	<u>\$ 611,379.52</u>

TCM Balance Sheet September YTD

Total Checking & Savings =	\$ 3,676,401.75
Total Assets =	<u>\$ 3,676,401.75</u>
Net Income =	<u>\$ 3,676,401.75</u>
Total Liabilities and Equity =	<u>\$ 3,676,401.75</u>

RECAP of Investments – September 30, 2020

DDR B

Long Term Reserves Investment:	\$4,905,000.00
Long Term Investment Interest Earned YTD:	\$ 62,874.00
Short Term Working Capital Investment:	\$ 736,000.00
Short Term Investment Interest Earned YTD:	\$ 25,153.99

TCM

Long-Term TCM Reserves Investment:	\$2,978,000.00
TCM Interest YTD:	\$ 45,768.69

Administrative Directors Report

Sonja Bennett reported that the Levy had been approved by the Clay County Commissioners and set at .1130.

Sonja also advised that the Missouri Department of Transportation MEHTAP grant had been awarded to DDRB in the amount of \$25,000.

She provided information on CoViD19 Relief funding. She advised that the board had approved, to date, \$204,881.21 in grants. In addition, the board has provided the agencies \$1,131,383.98 funding for services that were budgeted but the agencies have been unable to provide due to CoViD19.

Executive Committee

There was no report.

Finance Committee

TNC Community

Steve Elliott provided the board with information regarding TNC Community's funding request under the CoViD19 Relief Program. The Finance Committee reviewed and approved the request for \$13,984.50 for extraordinary payroll expense due to CoVid quarantined client. Expenses are over and above government programs and grants made available to this point. The Finance Committee approved this request on September 29, 2020. Steve motioned the board to approve this request which was seconded by Alan Naylor. The measure passed unanimously by roll call vote.

Easterseals Midwest

Easterseals requested a line item shift in funding from Therapy (\$6763.06) and Sibling Support (\$3,500.00) to Family Support (\$10,263.06). This is strictly a line item transfer and not a request for additional funding. Rick White motioned the board to approve this request with a second from Janet White. The board was in unanimous favor.

DDRB Operating Budget

Steve Elliott presented the DDRB Operating Budget for 2021 by line item. A copy of the budget is attached for the file. The expected income from tax revenue and other sources is \$6,089,350.00. The operating budget consists of administrative expenses, board owned property expenses and payroll. The total budget for these expenses are \$217,400. Steve motioned the board to approve the operating budget which was seconded by James Gottstein and approved unanimously by roll call vote.

Services Committee

Pat Schoenrade advised that she had been exploring alternatives for therapeutic horseback riding for large riders. There are no good alternatives at this time but she will continue to explore.

She also provided an update on the **ACED Fall Semester** which was full to capacity in every class, however, it was a limited program. Zoom classes are going on Monday, Tuesday, Wednesday and Thursday evenings. They deliver supplies to the student's doors. All in all, according to Nancy Carter, the outcome has exceeded expectations.

Board Owned Property Committee

Alan Naylor provided the board with an updated bid from **Chris Lawn and Landscape** for the backyard project for which the board had approved the plan in the spring. Due to CoViD uncertainties the board delayed approving funding for the project. The updated bid for materials and labor is **\$8,992.48**. Alan motioned the board approve the bid so that we can lock in the pricing and get on the schedule for early spring. Janet White seconded the motion. The measure passed unanimously by roll call vote. Gary requested that Sonja put this in the budget for next year.

Alan also presented a bid from **Trebullies** to remove the last ash tree from the property as it did not make it through the summer. Trebullies removed the ash and pine trees from the backyard. The bid to fell the tree, stump grind and haul away all the waste is **\$1,000**. Alan motioned the board to approve this expenditure. James Gottstein provided a second and the board approved unanimously by roll call vote.

Alan advised he was still working on resolving the fill dirt at Liberty House. He also recommended we continue to postpone the Hampton House landscape wall.

Long- Range Planning Committee

There was no report.

Center for Human Services (CHS)

Anita Hartman provided a report for case management. She reported that CHS has 46 full time employees. They are in the process of hiring a replacement Service Coordinator. They are serving 1303 consumers with a current caseload of 1 to 38. The Medicaid eligible rate remains at about 70%. She provided updated information on the Waiver Wait List in her report and advised that the governor had provided extra funds for the waivers. They will begin approving

the funding in November and continue each month until the funding is depleted. There has been no additional funding made available to the Autism Waiver.

Anita provided information as to the number of clients we serve by service category. Sonja provided a breakdown of the number of clients served by agency by program.

Gregg Aultman provided information on the waivers at the request of the board. His presentation is attached to these minutes for the file. Gary asked Sonja to forward the presentation to the board members.

Guest Comments

Tec Chapman with Easterseals Midwest said they were holding their annual Autism Conference virtually this year and highlighted some of the speakers and information that will be provided. He invited the board members to attend. He thanked the board for their dedication and efforts in serving this DD community.

Laurie Brewer with Citywide Transportation said that she was happy to report that transportation to the workshops and gone better than she had anticipated. She thanked Randy Hylton and the staff at VSI for their diligence toward health and safety. She said they had started transporting to the Day Programs and that was going well.

Shaney Othic with Northland Therapeutic Riding Center said they held their annual Evening of Hope fund raiser virtually this year and was pleased to announce it was the best year they have had.

Randy Hylton with VSI agreed with Laurie that the transportation to and from the workshops had gone very well and thanked her for her efforts and said that it was a good partnership. He thanked the board for their continued service funding throughout the pandemic. That assured revenue stream eased some of the burdens during these unprecedented times.

Adjourn

With no further business Gary Steinman adjourned the meeting.

Respectfully submitted: Sonja Bennett
October 28, 2020