

Minutes
Developmental Disabilities Resource Board of Directors
Finance Committee Meeting
June 29, 2021

The **Finance Committee** met on June 29, 2021 at 5:30pm in person and by Zoom Conference. The meeting was called to order by Finance Committee Chairman, Rick White. Present at the meeting, in addition to Rick White, were Committee members Gary Steinman, Steve Elliott and Janet White. Present also were Marlene Leonce, Alan Naylor and Sonja Bennett.

Guests included Amanda Steele and Danielle Shulte with Children’s Center for the Visually Impaired, Randy Hylton with Vocational Services, and Brea Connett with Northland Early Education Center.

CoViD19 Service Relief

The board had previously approved fully funding contracted services which have been adversely impacted by the CoViD19 pandemic through June 2021. The Finance Committee reviewed the funds expended by agency and discussed the impact if the funding were not continued. The Committee agreed that VSI and CCVI would be most impacted if discontinued. They agreed to recommend the board approve the **CoVid Service Relief Funding** through the end of August and to advise the agencies that they will need to review if some of the changes, as a result of CoViD, may become permanent and to adjust their budget requests for 2022 accordingly.

| 2021 Final CoViD Service Relief | | | |
|--|-----------------------------|----------------------|------------------------|
| Agency | Monthly Services YTD | CoVid YTD | Total YTD |
| ABKC | \$ 113.70 | \$ 3,202.95 | \$ 3,316.65 |
| Alpha | \$ - | \$ 1,813.75 | \$ 1,813.75 |
| Alpha Youth Services | \$ - | \$ - | \$ - |
| CCVI | \$ 18,284.40 | \$ 33,833.95 | \$ 52,118.35 |
| CW | \$ 426,440.60 | \$ - | \$ 426,440.60 |
| ESMW | \$ 56,488.09 | \$ 8,173.16 | \$ 64,661.25 |
| ESMW ABA Clinic | \$ 76,104.55 | \$ - | \$ 76,104.55 |
| Job One | \$ 10,833.35 | \$ - | \$ 10,833.35 |
| LU | \$ 302,149.30 | \$ 24,708.28 | \$ 326,857.58 |
| NEEC | \$ 275,831.29 | \$ 6,282.41 | \$ 282,113.70 |
| NTRC | \$ 11,556.00 | \$ 3,307.50 | \$ 14,863.50 |
| TNC | \$ 30,473.10 | \$ - | \$ 30,473.10 |
| UMKC ACED | \$ - | \$ - | \$ - |
| VSI | \$ 531,010.21 | \$ 407,965.85 | \$ 938,976.06 |
| Total | \$ 1,739,284.59 | \$ 489,287.85 | \$ 2,228,572.44 |

2022 Funding Application

Sonja provided the Committee with the 2022 Funding Application which included the addition of “income” sheet in the Excel workbook. The goal is to make the entire process more transparent, providing all the financial information by program in the workbook. The Committee approved the changes and the application. The Time Table was provided and approved as well and approved.

Northland Early Education Center submitted a **capital grant request in the amount of \$6013.00** to repair a leak in the old roof above the renovated part of the building. The Committee agreed the repair

fits the guidelines for the capital grant. The Committee did request that Brea provide three bids when submitting the invoice for the repairs. Rick White motioned the Committee to approve the request and recommend to the full board for approval. Janet White seconded the motion which passed by unanimous vote of the Committee.

Northland Early Education Center submitted a **capital grant request in the amount of \$14,840.00** to develop an outdoor classroom space to allow the twelve classrooms additional time outside. The space will be developed as a green outdoor classroom with raised garden beds. The Committee agreed the classroom fits the guidelines for a capital grant. The Committee did request that Brea provide three bids when submitting the invoice for the repairs. Steve Elliott motioned the Committee to approve the request and recommend to the full board for approval. Rick White seconded the motion which passed by unanimous vote of the Committee.

Children's Center for the Visually Impaired submitted a **capital grant request in the amount of \$25,000.00** for assistive technology materials which will enable CCVI to increase the services they are able to provide to multiple disabled visually impaired children. Amanda Steel advised that getting three bids for these products is very challenging as they are very specific with limited suppliers. The Committee agreed the purchase fits the guidelines for a capital grant. Steve Elliott motioned the Committee to approve the request and recommend to the full board for approval. Janet White seconded the motion which passed by unanimous vote of the Committee.

TNC Community submitted a **CoViD19 grant request in the amount of \$10,000.00** to help cover CoViD related expenses in their two Clay County homes that they have been unable to recover through other grants, government programs, etc. TNC provided all the necessary back up required by the Committee. Steve Elliott motioned the Committee to approve the request and recommend to the full board for approval. Rick White seconded the motion which passed by unanimous vote of the Committee.

Vocational Services Inc. submitted a **CoViD grant request in the amount of \$29,747.00** to upgrade the floor and walls at 935 Kent and 905 Kent to make them easier to clean and meet the OSHA standards. The Committee did request that Randy provide three bids when submitting the invoice for the repairs. Rick White motioned the Committee to approve the request and recommend to the full board for approval. Steve Elliott seconded the motion which passed by unanimous vote of the Committee.

Children's Center for the Visually Impaired submitted a **CoVid grant request in the amount of \$10,000.00** to support the delivery of therapeutic and specialized services for children. Due to the hybrid versions of delivering services the actual units of therapy provided have been fewer and the funding resources have also been impacted. Rick White motioned the Committee to approve the request and recommend to the full board for approval. Steve Elliott seconded the motion which passed by unanimous vote of the Committee.

With no further business, the Committee adjourned.

Respectfully submitted:
Sonja Bennett, July 12, 2021