

Minutes

Developmental Disabilities Resource Board of Directors

DDRB Board Meeting

February 26, 2019

The **Board of Directors of DDRB** met on February 26, 2019 at 6:30 pm at the DDRB office. The meeting was called to order by Chairman, Gary Steinman. Those present at the meeting and noted by Roll Call in addition to Gary Steinman were Heath Roberts, Stephen Elliott, Tom Bradley, Pat Schoenrade, James Gottstein, Alan Naylor, Rick White and Robert Sevier. Present also was Sonja Bennett.

Guests present were:

Randy Hylton, VSI

Jim Huffman, Life Unlimited

Amber Stone, ESMW

Kendra Kemp, TNC

Casey Melancon, ESMW

Jenny Brown, NTRC

Mark Bertrand, Life Unlimited

Megan Thompson, Clay County

Announcements

Sonja announced that James Gottstein had been promoted to the rank of Captain of the Kansas City, Missouri Police Department.

She also announced that Pat Schoenrade, Richard White, Robert Sevier and Heath Roberts had be reappointed to the DDRB Board.

Megan Thompson, Clay County Clerk, was present at the meeting to swear in the reappointed members and complete the necessary paperwork.

Minutes

The Minutes of the DDRB Board Owned Property Committee Meeting of January 29, 2019 were previously read and reviewed by each member. Alan Naylor moved the minutes be approved as submitted; the motion was seconded by Pat Schoenrade and approved by unanimous vote.

The Minutes of the DDRB Board Meeting of January 29, 2019 were previously read and reviewed by each member. Alan Naylor moved the minutes be approved as submitted; the motion was seconded by Pat Schoenrade and approved by unanimous vote.

Financial Report

Tom Bradley, Treasurer provided the following Financial Report for Year-to-Date January 2019.

DDR B P&L YTD to Date January YTD

Total Income =	\$ 4,086,877.83
Total Expenses =	\$ 68,846.02
Net Income =	<u>\$ 4,018,031.81</u>

DDR B Balance Sheet January YTD

Total Checking & Savings =	\$ 8,721,460.66
Total Fixed Assets =	<u>\$ 1,917,004.37</u>
Total Assets =	<u>\$10,638,465.03</u>
Total Liabilities=	<u>\$ 3,989,48</u>
Total Fund Balance =	\$ 6,616,443.74
Net Income =	<u>\$ 4,018,031.81</u>
Total Equity =	<u>\$10,634,475.55</u>
Total Liabilities and Equity =	<u>\$10,638,465.03</u>

TCM P & L Year to Date January YTD

Total Income =	\$ 271,141.52
Total Expenses =	\$ 150.89
Net Income =	<u>\$ 280,470.63</u>

TCM Balance Sheet January YTD

Total Checking & Savings =	\$ 2,691,012.49
Total Assets =	<u>\$ 2,691,012.49</u>
Net Income =	<u>\$ 2,691,012.49</u>
Total Liabilities and Equity =	<u>\$ 2,691,012.49</u>

RECAP of Investments – January 31, 2018

DDR B

Long Term Reserves Investment:

Total Balance = \$3,166,000.00

Short Term Working Capital Investment:

Total Balance = \$0

DDR B Interest Earned YTD = \$3,135.63

TCM

Long-Term TCM Reserves Investment:

Total Balance= \$2,225,000.00

TCM Interest YTD = \$7,751.12

Administrative Directors Report

Sonja reminded Rick and Heath to file their Financial Disclosure Statements with the Missouri Ethics Commission. She provided each member a list of the current board members with term expirations. She also said that she was working with Ann Graff, Center for Human Services, to

provide the board with information on the case loads for the Service Coordinators and also on a report on Managed Care. Ann hopes to be able to present to the board at the March meeting.

Executive Committee

Gary Steinman reported that realtor says that Sherwood House is still showing strongly. We did have an offer on the home which was again far below the listing price which we declined. He advised our agent to decline the \$185,000 with no counter offer but we would of course entertain an increased offer. Our agent does not recommend a reduction in the list price at this time. The house has shown strongly and advises the spring buying season may come with more agreeable offers.

Per the By-Laws he appointed a Nominating Committee for the purpose of nominating and electing officers for 2019. He assigned Steve Elliott, Robert Sevier and Rick White to that committee and asked Steve to chair. Nominating Forms were provided to each member with a request to return to Steve.

He also said that Committee Preference Forms were provided to each member to complete. He asked that those forms be completed and returned to Sonja. He would review and assign members to the various committee with their preference in mind. He reminded the board that the Executive Committee consists of the officers and the Treasurer is the chair of the Finance Committee per the by-laws.

Finance Committee

Tom Bradley advised that the Finance Committee had met and reviewed the Reserve Policy per the request of the board in January. The Committee recommends no changes to the policy at this time. He said that he will continue to work towards having 75% of the operating expenses in reserve by the end of 2019.

The Board requested to provide a review of the new TCM contract with respect to the disposition of funds in excess of expenses. Sonja will gather the information and provide to Tom for review as appropriate.

Tom advised the board that the 2018 Audit was in process. The auditor has completed his on-site review and has been provided all requested documents. The completed report is tentatively to be ready to present to the board on March 26, 2019. After the audit is completed and approved by the board, it will be forwarded, as always, to the Clay County Commission and the Mo audit effort and will be made available to the public on our website.

Services Committee

Pat Schoenrade advised she had no report for this month. She said the committee would be reviewing the Transportation Policy and provide an updated report when completed.

Board Owned Property Committee

Alan Naylor provided the following report on the two outstanding issues from this committee.

Kent Street Parking

Alan had provided some very preliminary information on the land at the back of the building with an address of 931 Sutton at last month's meeting. In his discussions with the city, it would seem that no parking lot can be built without a building so this does not look promising. Alan will continue to look into this.

Randy Hylton had been asked to consider "renting" parking space to the board on a temporary basis. They provided an option for 20 parking spaces 935 Kent location with 8 spaces near front/street and 12 spaces at the back of the lot. VSI would temporarily make those spaces available at \$100 per space per month and requested that DDRB / CHS provided parking signs for each.

Sonja advised that Paula Bears with CHS had contacted the owner of the Northland Skate Center, Edward Hughes. He has preliminarily agreed that we could use his parking lot but wanted to check with his insurance agent to insure there was not an issue. Sonja will follow up and advise the board.

Liberty House Easement

The DDRB Board has been contacted by Star Development Corporation who is developing residential housing next to the Liberty House. They have requested permission for a storm drainage easement to the property. The board agreed last month that some sort of compensation was in order for this and requested Steve Elliott to contact Star Development to see if they would provide the labor and materials for additional concrete parking pads. They agreed to this as well as striping the parking lot and provided a contract for review. The contract will be reviewed by Gary Steinman. Star Development has not received the necessary permission and permits from the city for this project so final agreement will not be given until those permits are issued.

Long Range Committee

Heath Roberts said the committee had no report at this time.

Targeted Case Management

Anita Hartman provided a report for targeted case management. She reported that CHS has 43 full time employees and are serving 1233 consumers. There were 12 newly eligible, 5 transfers in, 8 discharges and 6 transfers out. Medicaid status for the month was 67.81%.

Other Business

Guest Comments

Randy Hylton with Vocational Services Inc. invited the board members to the VSI hosted First Friday Business Council Coffee to be held at the North Kansas City shop on March 1.

Kendra Kemp with TNC Community reminded that March 13 is Legislative Day in Jefferson City and encouraged anyone who could to attend.

Mark Bertrand with Life Unlimited updated the board on the legislative action for increased funding for the Direct Care Staff. He said that they had advocated for an additional \$76 million dollars be added to the budget for this and that it looks like they will add \$20 million this year.

He did say that “Managed Care” is being discussed and would not be surprised to see them implement in the coming state fiscal year. He would share his contact information.

Adjourn

With no further business the meeting was adjourned.

Respectfully submitted: Sonja Bennett
March 1, 2019