

Minutes
Developmental Disabilities Resource Board of Directors
DDRB Board Meeting
October 26, 2021

The **DDRB Board** met in person and by Zoom video conference on October 26, 2021. The meeting was called to order by Chairman, Stephen Elliott at 6:30 pm. Present for the meeting were, in addition to Steve were Gary Steinman, Rick White, James Gottstein, Patricia Schoenrade, Janet White, and Marlene Leonce. Alan Naylor was absent due to an illness in the family and Robert Sevier was not present. Those in attendance represented a quorum. Also present was Sonja Bennett.

Guests Included:

Anita Hartman with Center for Human Services
Kimbel Mothershead and Sherry Summers with Vocational Services
Jim Huffman and Mark Bertrand with Life Unlimited
Brea Connett with Northland Early Education Center
Shaney Othic with Northland Therapeutic Riding Center
Chelsi Flores with Job One
Casey Melancon with Easterseals Midwest
Nancy Carter with UMKC – ACED
Sarah Murphy with Ability KC

Announcements and Introductions

The DDRB Board Members agreed to have a holiday dinner the first week of December. Each member may bring a second and each member is responsible for paying for their own meal(s).

Minutes

The minutes of the Finance Committee Meeting of September 28, 2021 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, Rick White provided a second to the motion and the Board voted unanimous approval.

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Financial Report

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

DDR B P&L YTD to Date September YTD

- Total Income = \$ 6,045,396.89
- Total Expenses = \$ 4,124,896.40
- Net Income = \$ 1,920,500.49

DDR B Balance Sheet September YTD

- Total Checking & Savings = \$ 8,398,678.38
- Total Fixed Assets = \$ 1,407,336.92
- Total Assets = \$ 9,806,015.30
- Total Liabilities= \$ 2,937.32
- Total Fund Balance = \$ 7,882,577.49
- Net Income = \$ 1,920,500.49
- Total Equity = \$ 9,803,077.98
- Total Liabilities and Equity = \$ 9,806,015.30

TCM P & L Year to Date September YTD

- Total Income = \$ 2,751,925.89
- Total Expenses = \$ 2,820,081.26
- Net Income = \$ 216,844.63

TCM Balance Sheet September YTD

- Total Checking & Savings = \$3,959,616.18
- Total Assets = \$3,959,616.18
- Net Income = \$3,959,616.18
- Total Liabilities and Equity = \$ 3,959,616.18

RECAP of Investments – September YTD

DDRB

Long Term Reserves Investment:	\$5,965,000.00
Long Term Investment Interest Earned YTD:	\$ 40,526.54
Short Term Working Capital Investment:	\$ 1,353,000.00
Short Term Investment Interest Earned YTD:	\$ 833.28

TCM

Long-Term TCM Reserves Investment:	\$3,235,000.00
TCM Interest YTD:	\$ 24,359.73

Administrative Directors Report

Sonja reminded everyone that the Finance Committee is scheduled to meet on November 2 to begin review of the 2022 Funding Applications. She also advised that Life Unlimited was going to do a Drive Through Trick or Treat on Friday 10/29/21 from 6 to 8pm in the DDRB parking lot.

Executive Committee

No report

Finance Committee

Rick White advised that the Finance Committee had reviewed and approved a request from **Northland Early Education Center** for additional funding request for the calendar year 2021. Brea Connett advised that the original budget was for forty-five children, and they are currently serving fifty-one children in the Early Special Education, Physical Therapy and Speech and Language Pathology programs. The additional units and corresponding dollar request are as follows:

Early Education	8400 units	\$11.47 each	\$ 96,348.00
Physical Therapy	320 units	\$15.29 each	\$ 4,892.80
Speech & Language Pathology	775 units	\$ 9.72 each	<u>\$ 7,533.00</u>
Total Additional Funds Requested:			\$108,773.80

Rick White motioned the Board to approve the 2021 additional funding request from NEEC in the amount of \$108,773.80. James Gottstein provided a second to the motion. The Board approved the request by unanimous roll call vote by the members present.

Rick White advised the Board that the Finance Committee discussed and reviewed the **CoViD19 Service Relief funding** earlier approved by the Board to be paid through October. The Committee agreed to continue the program through October but not to extend the program further. Rick White instructed Sonja to pay the agencies as appropriate through October for CoViD19 Service Relief.

Rick White presented the Board with a proposed 2022 Calendar Year Operating /Admin Budget (copy attached). The income for 2022 is expected to increase 4% - 6% over 2021 to \$6,472,250 and expenses are expected to increase 2% to \$225,000. The Agency budgets will be reviewed by the Finance Committee in November. He advised the Finance Committee had unanimously approved the proposed 2022 Operating/Admin Budget and recommends to the Board for approval. Rick White motioned the Board to approve the proposed budget which was seconded by Stephen Elliott and approved by unanimous roll call vote by the members present.

Services Committee

Pat Schoenrade provided the report for the Services Committee.

Pat advised that she had scheduled visits to the two new agencies applying for funding in 2022. She has scheduled a visit with Summit Future Foundations at 2:00pm on November 2 and the Center for the Developmentally Disabled on November 11 at 9:00am. She will follow up with an email to the Board members with the addresses for the visits.

Pat advised that she had been working with Anita Hartman on the **Sheriff Akin's initiative** presented at the July Board meeting. Anita provided an update on the activity from her team with the Sheriff's department.

She advised that on Thursday Oct 21, 2021, Gregg Aultman and Anita met with Captain Phil Coffey from the Clay County Sheriff's Department and discussed the following:

- Overall project and why this would be a good thing to get our individuals into a database so they would have information on them prior to responding to an emergency call.
- Encouraged him to have his staff attend the Train the Trainer training offered to first responders that will be held on Nov 7-8 at the Kansas City Police Academy.
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- CHS will explore additional training with ESMW Autism specifically since Captain Coffey felt like this was a diagnosis they encounter frequently and need more understanding in this area. Anita said reached out to Casey Melancon at ESMW, and Casey is excited to work with the CHS and the Sheriff's department to do additional training!
- The "emergency bags" they received from KC Variety Club, and I told them that they would have to get with them for training on how to disperse and or use them as we have not been privy as to how to accomplish this.
- Captain Coffey will meet with his dispatch staff, and they will design a form for us to send to our families. This form will consist of necessary information to put into the Sheriff's database for the emergency responders to access.
- Agreed that we would start with this and see what kind of response we get back before setting up any type of informational meetings for families. Anita will have the Service Coordinators personally reach out and encourage those families that they know have high potential for police involvement.
- Once CHS has the form and a clear process, they will post this to their Facebook page to get the word out to families.
- Captain Coffey is going to see if the other police departments in Clay County could connect to each other to share information in the database.

Board Owned Property Committee

Alan Naylor asked Sonja to report that he was still working on bids for the following projects:

Kent Street

- a. Front Landscaping

Liberty House

- a. Patio
- b. Kitchen Remodel
- c. Flooring

Hampton House

- a. Retaining Wall

Ridgeway House

- a. Sidewalk
- b. Deck Railing

Center for Human Services

Anita Hartman reported that CHS has thirty-eight full time employees, and they are interviewing for two (2) new Service Coordinators. They are serving 1277 consumers. The Medicaid eligible rate was about 71%. She advised there were twenty consumers on the Autism Waiver List, six on the Community Support and five on the Comprehensive Waiver. She does not anticipate a long wait time on approvals. She also advised that they had submitted two (2) additional requests for nursing hours for Life Unlimited bringing the total number of clients requiring additional hours to nine (9) year to date.

Guest Communications

There were no comments or communications from the guests.

With no further requests or comments, Gary Steinman adjourned the meeting.

Respectfully submitted,
Sonja Bennett, November 10, 2021