

Minutes
Developmental Disabilities Resource Board of Directors
DDRB Board Meeting
July 27, 2021

The **DDRB Board** met in person and by Zoom Video Conference on July 27, 2021. The meeting was called to order at 6:30 pm by Chairman, Stephen Elliott. Present for the meeting were, in addition to Stephen Elliott, Gary Steinman, James Gottstein, Patricia Schoenrade, Janet White, Alan Naylor, Robert Sevier and Marlene Leonce. Also present was Sonja Bennett.

Guests Included:

Anita Hartman with Center for Human Services
Jerry Nolte, Presiding Commissioner of Clay County
Will Aiken, Clay County Sheriff
Randy Hylton and Kimbel Mothershead with Vocational Services
Jim Huffman with Life Unlimited
Casey Melancon and Abigail Whitney with Easterseals Midwest

Announcements and Introductions

Steve Elliott welcomed Commissioner Nolte to the board meeting and thanked him for bringing to our attention an initiative of the Clay County Sheriff's office that he thought would be of interest to our board and associated agencies and client. Commissioner Nolte introduced, Will Aiken, Clay County Sheriff. Sheriff Aiken said that they had partnered with Variety KC and Councilwoman Heather Hall to provide the patrol cars with materials that are helpful in bringing comfort and relief to those with Autism and other disabilities. In addition, the department is being provided training specifically to help handle situations that include someone with a developmental disability.

Minutes

The minutes of the Board Owned Property Committee Meeting of June 29, 2021 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.

The minutes of the Finance Committee Meeting of June 29, 2021 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.

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Financial Report

Janet White provided the following Financial Report for the month ending June 30, 2021.

DDR B P&L YTD to Date June YTD

- Total Income = \$ 5,876,199.39
- Total Expenses = \$ 2,613,465.18
- Net Income = \$3,262,734.21

DDR B Balance Sheet June YTD

- Total Checking & Savings = \$ 9,740,912.10
- Total Fixed Assets = \$ 1,407,336.92
- Total Assets = \$11,148,249.02
- Total Liabilities= \$ 2,937.32
- Total Fund Balance = \$ 7,882,577.49
- Net Income = \$ 3,262,734.21
- Total Equity = \$11,145,311.70
- Total Liabilities and Equity = \$11,148,249.02

TCM P & L Year to Date June YTD

- Total Income = \$ 1,412,504.66
- Total Expenses = \$ 1,583,145.19
- Net Income = (\$ 170,640.53) 6 months expenses / 5 months income

TCM Balance Sheet June YTD

- Total Checking & Savings = \$3,572,131.02
- Total Assets = \$3,572,131.02
- Net Income = \$3,572,131.02
- Total Liabilities and Equity = \$ 3,572,131.02

RECAP of Investments – June YTD

DDRB

Long Term Reserves Investment:	\$5,467,000.00
Long Term Investment Interest Earned YTD:	\$ 35,768.82
Short Term Working Capital Investment:	\$ 2,853,000.00
Short Term Investment Interest Earned YTD:	\$ 259.26

TCM

Long-Term TCM Reserves Investment:	\$3,235,000.00
TCM Interest YTD:	\$ 19,259.52

Administrative Directors Report

Sonja advised the Board that we had been awarded the MEHTAP Grant for SFY2022 from the Missouri Department of Transportation in the amount of \$25,315.21. She also reminded the Board that the annual insurance premiums budgeted at \$20,000.00 would be due in August.

Executive Committee

Steve Elliott advised the Board that we had received information from the Missouri Ethics Commission regarding the Personal Financial Disclosure process. The MEC is offering political subdivision to author an ordinance or resolution regarding conflict of interest. The Board agreed to have the Executive Committee review and make a recommendation to the Board.

Finance Committee

The Finance Committee report was presented by Steve Elliott.

Easterseals Midwest submitted a **capital grant request in the amount of \$3,680.00** to purchase four (4) laptops for use in the Autism program and ABA Clinic. Casey provided a quote for the purchase from their preferred supplier, CDW, but said she would get two additional quotes as requested by the Finance Committee. Alan Naylor motioned the Board to approve the request with a second provided by Janet White. The request passed unanimously by roll call vote.

Easterseals Midwest submitted a **capital grant request in the amount of \$30,000.00** for an accessible Van to be used by the Day Program in Clay County. Abigail said that they were actually having difficulty locating a van for sale but had quotes from Enterprise on leasing the vehicle with a cost of \$38,500 and \$39,000. She confirmed they want to purchase, not lease, the vehicle. The Finance Committee agreed the request fit within the guidelines of the grant. In order to allow ESMW to issue a purchase order for the vehicle as soon as they find one appropriate, the Finance Committee agreed to recommend approval of up to \$30,000 for the purchase of the vehicle. In order for the funds to be paid, ESMW will need to provide the dealer quote. Steve Elliott motioned the Board to approve the request with the

caveat, a second was provided by Janet White. The request passed by majority roll call vote with one abstention.

Services Committee

Pat Schoenrade provided the report for the Services Committee. She advised that the Services **surveys to three targeted groups** 1) CHS Service Coordination Staff, 2) KCRO approved Service Providers and 3) Consumers, Families and Guardians had been mailed. She plans to have the results by next meeting to present to the Board. In addition, an email to all the KCRO approved Service Providers had been sent regarding DDRB funding.

Board Owned Committee

Alan Naylor provided the report for the Board Owned Property Committee. He advised that the outdoor lighting was installed and the surge suppressor would be installed next week. The CHS sign has been ordered with installation scheduled for August 5.

Center for Human Services

Anita Hartman reported that CHS has 42 full time employees and they are interviewing for two (2) new Service Coordinator. They are serving 1282 consumers. The Medicaid eligible rate was about 71%.

She advised the following information regarding the Waiver Wait List.

Waiver Wait List	Number on List	Types of Service Requested	Slots Approved
Autism	0	PA, Respite, SME,	ALL
Hope	0	PA, Home Modification, Day- Habilitation, Employment	ALL
CSW	9	Home Modification, Transportation	0
Comp	4	Residential	0
Lopez	1	Respite, Home Modification, DME, PA	1

Anita provided this information for the Life Unlimited Nursing Program. No new requests have been submitted.

REQUESTS FOR INCREASED RN HOURS	# OF PACKETS SUBMITTED TO UR	# OF PACKETS APPROVED	# OF PACKETS TO BE SUBMITTED TO UR
11	11	11	0

Anita reported the following for the ILAP programs.

# OF ILAP INDIVIDUALS	# ISP'S/ADDENDUMS COMPLETED WITH OUTCOMES/HOURS	# ISPS/ADDENDUMS SCHEDULED	# In Process
LU 11	11	0	0
TNC 7	5	0	7

Guest Communications

No guest comments.

With no further requests submitted for review, Steve adjourned.

Respectfully submitted,
 Sonja Bennett, August 4, 2021