

DEVELOPMENTAL DISABILITIES RESOURCE BOARD

920 S. Kent St. - Suite "B" Liberty, MO 64068

Phone: (816) 792-5255 Fax: (816) 792-1818

February 23, 2011

Mrs. Sherri Chapman
Office of Clay Co. Clerk
One Courthouse Square - Adm. Bldg.
Liberty, MO 64068

RECEIVED

FEB 24 2011

CLAY COUNTY CLERK

H. Spm Sj

Dear Ms. Chapman:

Enclosed are copies of meeting minutes approved at the 02/22/11 board meeting:

January 25, 2011 Regular Board Meeting

Thanks for your help in placing these minutes in your files.

Sincerely,



Charles Washburn
Executive Director

my documents\Clay Co Comm\2011\SC Mtg Mins January 2011.doc

MINUTES OF
DEVELOPMENTAL DISABILITIES RESOURCE BOARD
OF CLAY COUNTY

January 25, 2011

RECEIVED

FEB 24 2011

CLAY COUNTY CLERK
12:50pm J

The January meeting of the Developmental Disabilities Resource Board of Clay County was called to order at approximately 6:30 p.m. at the executive office, 920 S. Kent, Liberty, Missouri by Lorry Kelly, Chairman.

Present were: Karla Arnold, Stephen Elliott, Norm Guettermann, Lorry Kelly, Mary Olshefski, Beverly Sue Ryan, William Taylor and Linda Weisbach. Ryland Duchardt was excused. Also present was Charles Washburn, Executive Director.

Guests present and signing in:

Carol Connor	Triality
Barbara Griggs	Concerned Care
Jill Bartlett	Northland Early Education Center
Dale Herrick	Immacolata Manor
Jim Huffman	Concerned Care
Steve Christensen	VSI
Amanda Cade	KCRO Director

ANNOUNCEMENTS / INTRODUCTIONS / CORRESPONDENCE

William Taylor was welcomed to the Board by the Chairman

Correspondence:

- Pathways Winter 2010 newsletter
- TNC Fall 2010 newsletter
- Concerned Care Recreation calendar for January and February 2011
- NEEC Winter 2010 Newsletter

APPROVAL OF THE MINUTES

Norm moved and Mary seconded that the minutes of the Tuesday, November 30, 2010 Finance Committee Meeting be approved.
The motion passed unanimously.

Mary moved and Norm seconded that the minutes of the Tuesday, November 30, 2010 Regular Board Meeting be approved.
The motion passed unanimously.

Steve moved and Linda seconded that the minutes of the Thursday, December 16, 2010 Teleconference Call—I.D.#ZCW6870 be approved.
The motion passed unanimously.

TREASURER'S REPORT

Stephen Elliott read the Treasurer's Reports for November and December 2010.

As of November 30, cash assets were \$1,179,406.90 in checking and \$5,408,665.60 in short-term investments for a total in checking/savings of \$6,588,072.50. Total assets were \$8,182,686.50. Total liabilities and equity were \$8,182,686.50. Income for the month of November was \$93,173.89. Budgeted expenses for the month of November were \$315,171.10. November expenses in excess of income were \$244,128.51. Year-to-date income was \$4,893,528.18. Year-to-date budgeted expenses were \$4,426,082.72. Total year-to-date income in excess of expenses was \$381,136.37.

As of December 31, cash assets were \$1,015,413.21 in checking and \$5,418,896.56 in short-term investments for a total in checking/savings of \$6,434,309.77. Total assets were \$8,028,923.77. Total liabilities and equity were \$8,028,923.77. Income for the month of December was \$491,295.99. Total budgeted expenses for the month of December were \$597,881.79. December expenses in excess of income were \$143,087.98. Year-to-date income was \$5,384,824.17. Year-to-date budgeted expenses were \$5,023,964.51. Total year-to-date income in excess of expenses was \$238,048.39.

Mary moved and Karla seconded that the Treasurer's Reports for November and December be approved as read. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

.Mailed approved board mtg. minutes from 10/26/10 to T. Brandom; Received Concerned Care Audit for year ended June 30, 2010; Received Triality Audit for the year ended July 31, 2010; Attended VSI and Triality Christmas lunches; Continued to work with KCRO to enroll several consumers in the Partnership for Hope Waiver; Attended Lathrop & Gage Missouri Legislative Forecast Breakfast; Attended MACDDS meeting in Jefferson City; Prepared and mailed 43 contracts to Agencies supported by DDRB; Prepared Board Accomplishments for 2010; Advised Board regarding HB106 (could possibly require rollback of levy); Advised Board about SB56(would require Missouri Department of Mental Health to prepare a plan to move residents to least restrictive environment); Advised Board to complete Personal Financial Disclosure for the Missouri Ethics Commission prior to May 1, 2011 for the calendar year 1020; Reported the 2010 financial audit has been started with Bruce Cully, CPA.

COMMITTEE REPORTS

Executive Committee-The Executive Committee did not meet prior to the Board meeting.

Finance Committee--The Finance Committee did not meet prior to the Board meeting. The Board Treasurer directed the Executive Director to prepare prior to February 22, 2010 a list of vendors currently used by DDRB.

Services Committee
Did not meet prior to Board meeting.

Long Range Planning Committee
Meeting was held immediately prior to January 25, 2011 Board meeting. The committee recommended the hiring of the Lebedun Consulting group to facilitate project 1 as modified for 104 hours \$13,000 and project 2 for 84 hours as presented \$10,500, project 3 eliminated and project 4 postponed. After discussion, the Board directed the Committee Chairman to contact Lebedun Consulting regarding what was perceived as excessive fees. The Board also directed the Executive Director to obtain information from two previously considered consultants regarding possible facilitation of phase 2 of the Strategic Plan.

Board Owned Property Committee
Did not meet prior to Board meeting. Group Home inspections will be February 7, 2011 starting at Ridgeway House at 9a.m. All Board members that choose to participate are to be at the office at 920 S Kent at 8:50 a.m.

OLD BUSINESS:

NEW BUSINESS:

MACDDS Annual Membership Dues for 2011
MACDDS submitted an invoice for \$1,535.63 to cover 2011 membership dues. The money would be taken from #5000:0125 Memberships.

Steve moved and Mary seconded that the Board approve payment to MACDDS in the amount of \$1,535.63 for the Board's 2011 membership dues, the Executive Director is authorized to be a voting member. Voting yes: Karla, Steve, Norm, Lorry, Mary, Beverly Sue, William and Linda. The motion passed.

Liberty Enhanced Enterprise Zone—New Board Member
The Executive Director received a letter from Karan Johnson, Economic & Business Development Manager for City of Liberty requesting the DDRB to approve the appointment of Mr. Richard Boswell to the EEZ Board to replace Mr. Ed Quick.

Bill moved and Norm seconded the Board approve the request for Mr. Richard Boswell be appointed to the Liberty EEZ Board to replace Mr. Ed Quick. The Motion carried.

Nominating Committee Appointments

Lorry appointed members of the Nominating Committee as follows: Linda, Mary and Norm.

COMMUNICATIONS: Guests

Concerned Care-Thanked the DDRB for the new bathrooms at Northland House and Hampton House.

Amanda Cade was introduced as new Kansas City Regional Office Director

Immacolata Manor-Announced CARF Survey March 10 & 11, 2011.

Vocational Service- Announced CARF Survey March 10 & 11, 2011.

Triality-Announced CARF Survey February 16-18, 2010

As there were no further discussions, the meeting be adjourned at approximately 7:30 p.m.

Respectfully submitted,

Charles Washburn
Executive Director