

**Minutes**  
**Developmental Disabilities Resource Board**  
**Of**  
**Clay County**  
**Board of Directors Meeting of January 26, 2016.**

Heath Roberts called the meeting to order at 6:30 pm at the executive offices at 920 Kent Street Liberty, Missouri. Present at the meeting were Bob Boydston, Tom Bradley, Alan Naylor, **James Gottstein**, Heath Roberts, Gary Steinman and Rick White. Upon welcoming everyone Heath asked Rick White to introduce himself to those in attendance. Rick talk about his history of working with various advocacy groups associated with the autism spectrum and committees he had served on in the past. Rick said he look forward to learning more and working with the Board.

Guests at the meeting included:

Casey Cyr	ESMW	Holly Wilmes	ESMW
Sandra Fairbanks	ESMW	Bess Bonewits	TNC
Barbara Griggs	CCI	Bill Barr	VSI
Jim Huffman	CCI	Jill Bartlett	NEEC
Betsy Keleher	CEADD		

**Minutes:**

The minutes from the November 17, 2015 Board Meeting were reviewed by the Board. Alan moved and Gary seconded for approval and the motion carried unanimously.

The minutes from the December 8<sup>th</sup> Board Teleconference Meeting were moved for approval by Alan and seconded by Gary. The motion passed unanimously.

The minutes from the Ad Hoc Group Home Replacement Committee were presented by Alan with a motion to approve which Gary seconded. The motion was approved unanimously.

**Treasurer's Report - Steve Elliott**

Tom presented the Treasurer's Report using the overhead projector to show the balance sheet for Targeted Case Management through December was Assets of \$1,038,709.48 with an equal balance of liabilities and equity. The income for December was \$199,599.38 and expenses of \$145,630.15 for a net of \$53,969.23. Year to date the income is \$2,828,474.22 with expenses of \$2,403,768.77 for a net of \$424,705.45 for the year.

The Balance through December for the DDRB is \$6,648,092.54 in assets and a like number for liabilities and equity. Income for December was \$235,530.44 while expenses were \$759,018.11 for a net loss of \$523,487.67. For the year income was \$5,035,821.76 while expenses were \$5,078,851.85 for a year to date loss of \$43,030.09. After presenting the Treasurer's Report Tom asked if there were any questions. Bob commented that he was grateful for the overhead presentation as he could finally follow what was being reported. Tom moved and Alan seconded that the December report be accepted and the vote was unanimous. Gary noted that the November report should also be recorded and so Tom presented that as well: TCM balance sheet showed assets of \$985,740.25 as well as liabilities and equities. Income for November was \$315,730.87 while expenses were \$177,027.79 for a net of \$138,703.08. For the year income is \$2,268,874.84 while expenses were \$5,258,138.62 for a net of \$370,736.22.

November's balance for DDRB was \$7,171,376.23 for assets and liabilities/equities. Income for November was \$42,895.18 against expenses of \$231,406.24 for a net loss of \$188,511.06. For the year income was \$4,800,291.32 with expenses of \$4,319,833.74 for a net of \$480,457.58 for 2015. Following the report Tom moved that the report be accepted as presented Alan seconded and the vote to approve was unanimous.

## **Administrative Director's Report – Brian O'Malley**

In addition to the report before the Board, Brian reported on progress toward completing the audit was moving forward without a hitch. Brian called the Board's attention to the calendars for meeting dates for the rest of the year. Finally, Brian said he would be going to Memphis to be with his son who was having surgery.

## **Committee Reports**

### **Executive Committee – Heath Roberts**

Heath asked Brian to review the process for Board Officer nominations. Brian distributed a form in the Board packets and asked that those be submitted to him after the meeting. Brian then asked Board members to submit their choices for committees they wanted to serve on in the year ahead following the meeting. Heath asked if there had been any other communication from the County regarding Board vacancies and there has not.

### **Finance Committee – Tom Bradley**

Tom distributed a report to the Board showing how the Capital Grants had been distributed to date. There was a carryover from 2015 of \$132,925.00 for projects not yet completed. Tom asked the Board to include that in the budget for the current year rather than show it as a liability on the balance sheet. Alan seconded the motion. A roll call vote for approval was unanimous.

Brian then noted that the Board had a spreadsheet that showed the earnings from our investments for 2015. Brian reviewed the spreadsheet and for Rick White's education reviewed the rules governing the investments.

Brian had noted that the NASB certificate of deposit matured on January 29, 2016 and asked the Board to vote to close the cd so it too could be transferred to Commerce Bank to manage. Gary moved to close the cd and Bob Boydston seconded the motion and it passed unanimously.

Service Committee – Pat Schoenrade

Pat was not present to make a report but a review of the agency site visits by the service committee was distributed to the Board members. Bob said the report would be helpful for Board member orientation.

### **Board Owned Property Committee – Alan Naylor**

Alan presented the most recent inspection report of the six group homes and Kent building to the Board. Alan noted that Liberty House and Sherwood House both had ceilings to be repaired. Alan noted the only new item before the Board was a request to spend \$3,100 to provide a doorway through the receptionist office into the back hall. It was believed that this door would make traffic more efficient and in the event of any violent incident there would be an option to escape. Bob stated there was unfortunately a true need for any safety improvements. Alan moved for approval of spending the \$3,100.00. Rick White seconded the motion which passed by roll call unanimously.

Alan then took up the floor of the Flora House saying it needed to be replaced but the Committee did not want to spend the money unless the full Board decided to stay in the home ownership position. The floor and the deck replacement were about \$50,000 repairs that were needed if we are to retain ownership. Bob expressed his concern stating he thought we had decided to get out of ownership of the group homes. But, if Alan believed the repairs were necessary he accepted that as Alan was an expert on these matters. Tom expressed his preference that we should not own houses and Gary said if the floor needs to be replaced let's do it but let's make a decision on selling it as well. So, Bob called the question by motion, on the Flora House expense of \$50,000. By roll call vote the **motion failed 4 to 2 with one abstention.**

Gary then asked how urgent the floor issue was and Alan expressed his opinion that it was getting worse but was not urgent for the safety of the residents. Gary said that may have changed his view as he thought there was some urgency. James pointed out that the issue would be long term and the first concern should be the residents. Can we create a plan to move cohesively with the concern for the residents paramount?

Alan then indicated that a group home opportunity had popped up by chance on 48<sup>th</sup> street near Parvin Road and I-435. While the home had all the essential items for a group home there were some items that needed to be improved. This caused the previous concern to rise again: Why buy a group home if we are getting out of the business? Alan reminded the Board that Brian and he were going to St. Louis

to visit with the folks at Rainbow Village to learn more about their operation. If that visit resulted in advancing the idea of selling the group homes that will take some time to accomplish. Meanwhile this home may be an improvement over what we already have in stock and is worth checking out. **Bob expressed concern that the House at Flora is unacceptable for the residents and Brian start the process to get moving on whatever needs to be done to move forward. No motion was made.** Brian suggested approval to spend no more than \$1,500 to inspect the house to determine what was needed to make it work. Alan had suggested that it will cost \$200,000 for acquisition and repair. James made the motion to spend no more than \$1,500 to inspect the property and Rick seconded. By roll call vote the motion passed 5-1.

### **Target Case Management Report – Anita Hartman**

Anita reported that there were 1,050 people being served by the Targeted Case Management program. The staff had been trained in danger incident reaction in the wake of the San Bernadino attacks two months ago. The trainers from the sheriff's department are going to submit recommendations regarding the facility and what changes may better protect people in the event of a violent attack. Anita also talked about fundraisers to send kids to summer camp. Anita asked for volunteers to judge the chili cook-off.

**Old business – none**

**New business – none**

### **Guests Comments:**

Bill Barr noted that Randy was unable to come but he wanted to thank the board for supporting their printing business and that VSI has doubled their business and there were more opportunities for growth.

Barbara Griggs echoed Bill's comments regarding the purchase of the vans. She said it was almost miraculous to see the vans on the road.

### **Adjournment**

The meeting was adjourned at 8:06 pm.

Respectfully submitted,

Brian O'Malley