

Minutes

Board of Directors Meeting of the Developmental Disabilities Resource Board

March 29, 2016

Heath Roberts opened the meeting with the roll call at 6:30pm. Present at the meeting were Bob Boydston, Tom Bradley, Steve Elliott, James Gottstein, Alan Naylor, Heath Roberts, Gary Steinman, Pat Schoenrade, Rick White and Brian O'Malley.

Guests included:

Barbara Griggs	CCI	Mary Jill Webber	NTRC
Ruth Ellerbracht	CHS	Ben Schloman	DSN-Mo
Tim Wholf	KCRO	Holly Wilmes	ESMW
Jill Bartlett	NEEC	Danielle Nelson	TNC
Randy Hylton	VSI	Julie Edlund	Immac
Betsy Keleher	CEADD	Jim Huffman	CCI
Wendy Witcig	ESMW		

Minutes

The January 26, 2016 minutes were motioned for approval by Alan and seconded by Pat. The motion passed unanimously.

The February 23, 2016 Board meeting minutes were corrected and moved for approval by Alan and seconded by Steve for approval. The motion passed unanimously.

The minutes of the March 8, 2016 Board Owned Property Committee were moved for approval by Alan and seconded by Rick. The motion passed unanimously.

The March 22, 2016 Finance/Executive Committee minutes were moved for approval by Alan and seconded by Steve. The motion passed unanimously.

Treasurer's Report

Steve presented the TCM Balance sheet for February. It shows assets of \$1,126,014.56 and equal amount of Liabilities and Equities. Income for February was \$226,049.28 with expenses of \$187,917.49 for a net of \$38,131.79. Income year to date is \$443,976.00 with expenses of \$356,670.92 for a year to date net of \$87,305.08.

The DDRB balance sheet shows fixed assets of \$10,304,317.44 and the same for liabilities and equities. The income for February was \$496,699.85 against expenses of \$491,038.47 for a net of \$5,661.38. The year to date report shows income of \$4,390,129.62 with expenses of \$740,389.71 for a year to date net of \$3,649,739.91. Steve moved that the report be approved by the Board. Tom seconded and the motion passed unanimously.

Administrative Director's Report

Brian called the Board's attention to the report in their packets. Brian added that there was interest across the State for the local county to offer intake services on behalf of the Regional Office. Brian expressed his disagreement with this idea. Tim Wholf of the KCRO said he agreed and that the cause of the delays was not the people it was getting reports back. Brian also advised the Board that Ray County asked if the Clay County Board was interested in contributing to the restroom renovation at Ideal Industries. The Board asked that Brian express to Ray County that we did not have an interest in contributing to the renovation. Heath said that he had read the report Brian submitted and appreciated all the work he was doing.

Committee Report

Executive Committee – no report

Finance Committee

Steve advised the Board that we have significant funds in the TCM Account and recommends to the Board the purchase of two CD's with Commerce not to

exceed the FDIC limit of \$250,000. Steve moved that we open 2 cd's; Gary seconded the motion and the Board voted by roll call unanimously to approve.

Steve asked Brian to review the new contract with the State. It is the exact amount that we had budgeted for and is recommended to the Board for approval. Steve moved for approval. The motion was seconded by Tom and the motion passed unanimously. Gary asked if we could get a report on the CD's next month. Heath pointed out on the balance sheet that the funds were reflected there but it would be good to get a detailed report.

Services Committee

Pat distributed a set of questions regarding transportation and asked Board members for their help in adding any questions she may have missed. Pat then told the Board that an exceptional student had expressed an interest in being a summer intern with DDRB. Pat told the Board of some of the work the intern will be asked to do and recommended a \$10 an hour payment. Bob asked how we can expect to attract good students if we are being so low paying. There followed much discussion that supported the idea of an intern and the rate of \$12 per hour. James asked that a job description be prepared and most of the Board agreed. So, Brian will get together with Pat and the Intern to draft a job description. James was asked to insure the job description was properly done and a vote will be taken at the April Board meeting. Finally, a motion was made to spend up to \$2,784.00 by Steve and seconded by James. Through roll call vote the motion passed unanimously.

Pat then asked Brian to present the MEHTAP grant that has to be renewed each year. We have requested \$187,000 but realistically expect about \$16,500. Pat moved and Gary seconded that the Board voted to approve the application. The motion passed unanimously.

Long Range Planning Committee – no report

Board Owned Property Committee

Alan reported by making a motion that the Board Owned Property Committee recommended to the Board that \$10,000 be allocated to help hire an architect and or contractor to begin creating plans for a new group home. Alan noted

that this was not the request to spend the money on a house as that would come before the Board to make a decision. Steve seconded the motion. Gary asked several questions about how the funds are used and Steve and Alan spoke to the need to hire people to help us move forward. Tom expressed his opposition to owning a house while he acknowledges that he is not sure how to proceed. James expressed the idea that we need to put forward ideas that care for the residents while determining a direction for the future. Brian also discussed that the committee is moving forward on several fronts at the same time. Rick said he liked the 3 prong approach that Alan has put forward and he was leaning toward getting out of the property business. Bob expressed his frustration that for 2 years and 3 months this conversation needs to move forward and move forward quicker within two years. Bob said 2 months per house ought to be enough time. Bob asked that the Board give Alan the support and timeline to get this subject off the agenda. Steve assured Bob the Committee will do the job. Tom called for a vote. Through a roll call vote the motion passed.

Alan then told the Board that a mold inspection revealed the potential for mold. Alan recommended that the next tour of the group homes was April 4th. There are some questions about the extent of the work and the repairs required. Barbara pointed out that the airborne mold test came back normal.

Alan then told the Board the agenda before the committee and asked for their support. Heath expressed his appreciation for Alan and the work he is doing. Alan then expressed his appreciation for the work Brian has done.

Targeted Case Management Report

Ruth provided the report in Anita's absence. The report included Ruth's appreciation for the Tablets the Board had provided. She listed the pros and cons of using the tablet and expressed frustration getting up and running. Now, however, the team with tablets have come to rely upon each other to work around technical issues. Ruth said that the tablets have made an enormous change in how they work. Heath said he appreciated the report and really liked the tablet that he uses.

Old Business – one item storage, was carried over to the next meeting

New Business – none

Communications:

Brian asked that we recognize Wendy Witcig for her new job which will begin on May 2nd.

Holly Wilmes announced the April 26th conference hosted by ESMW on Autism.

Tim Wholf from the KCRO told the Board about an exciting development of a Psychiatric Clinic to open at the Regional Office the only one in the nation. Tim also discussed the Utilization Review process at length and the current status of their job openings as turnover rates are low. James expressed support for the clinic.

Danielle Nelson distributed fliers to the Board regarding their fund raising walk/run in May at the Kansas City Speedway.

Adjournment

The meeting was adjourned at 8:02 pm.

Respectfully submitted,

Brian O'Malley, Administrative Director