

**MINUTES OF
DEVELOPMENTAL DISABILITIES RESOURCE BOARD
OF CLAY COUNTY**

March 26, 2013

The March 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. The February meeting was canceled due to weather.

Present were: Karla Arnold, Stephen Elliott, Lorry Kelly, Heath Roberts, William Taylor, Linda Thomas and Linda Weisbach. Mary Olshefski and Gary Steinman were excused. Also present was Charles Washburn, Executive Director.

Guests present and signing in:

Jim Huffman	Concerned Care	Anita Hartman	CHS
Barbara Griggs	Concerned Care	Bill Barr	VSI
Jill Bartlett	NEEC	Betsy Kelerher	CEADD

ANNOUNCEMENTS / INTRODUCTIONS / CORRESPONDENCE

Correspondence:

- Sheltered Workshop Managers Winter 2013 newsletter
- TNC Annual Report & Insights
- Concerned Care Recreation calendar for March and April 2013
- Pathways newsletter spring 2013

APPROVAL OF THE MINUTES

Bill moved and Karla seconded that the minutes of the Tuesday, January 29, 2013 Regular Board Meeting be approved.
The motion passed unanimously.

Karla moved and Bill seconded that the minutes of the Monday, February 4, 2013 Closed Personnel Meeting be approved.
The motion passed unanimously.

TREASURER'S REPORT

Steve Elliott read the Treasurer's Reports for January and February 2013.

As of January 31, TCM cash assets were \$77,275.15 in checking. Total assets and Liabilities & Equity were \$77,275.15. Total income year to date is \$86,703.05. Total expenses year to date are \$86,764.35. Year to date net income is -\$61.30.

As of January 31, cash assets were \$3,424,316.2 in checking and \$4,292,038.74 in short-term investments for a total in checking/savings of \$7,716,354.94. Total assets were \$10,213,566.70. Total liabilities and equity were \$10,213,566.70. Income for the month of January was \$3,546,624.15. Budgeted expenses for the month of January were \$401,889.47. January income in excess of expenses was \$3,144,734.68.

TREASURER'S REPORT, continued

As of February 28, TCM cash assets were \$81,529.57 in checking. Total assets and Liabilities & Equity were \$81,529.57. Total income year to date is \$188,960.80. Total expenses year to date are \$184,767.68. Year to date net income is \$4,193.12.

As of February 28, cash assets were \$3,417,589.40 in checking and \$4,298,786.94 in short-term investments for a total in checking/savings of \$7,716,376.34. Total assets were \$10,213,588.10. Total liabilities and equity were \$10,213,588.10. Income for the month of February was \$439,635.69. Budgeted expenses for the month of February were \$439,924.29. December income in excess of expenses was -\$288.60. Year to date income was \$3,986,259.84. Year to date budgeted expenses were \$841,813.76. Year to date income in excess of expenses was \$3,144,446.08.

Karla moved and Linda T seconded that the Treasurer's Reports for January and February be approved as read. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Delivered approved board mtg. minutes from 11/29/2012 to Clay County Clerk; Set up property inspections for March 4, 2013 starting at 1119 Ridgeway at 9am; Met with Lorry, Karla, Bill and Gary to discuss the terms of Notice of Disciplinary Action; Attended MACDDS meeting; Met with Steve Elliott, Bill Taylor and Heath Roberts to discuss and prepare a report for the Board regarding the implementation of Target Case Management and the renovation of 920 Kent St facility; Attended ribbon cutting for Triality facility at 1508 NW Vivian Rd., KCMO; Prepared MEHTAP grant request; Received three year CARF accreditation for JVS; Attended Mental Health Commission which included a presentation by Gov. Nixon in support of people with DD diagnosis and the advantages of Missouri accepting Medicaid enhancement to 133% of the poverty level. Dr Schafer announced the probability the Division will be able to support those at level 12 on the UR scale to begin receiving services March 15, 2013 rather than being on the wait list until July 1, 2013; Reviewed current and future contract proposals of CHS regarding TCM; Received and collated 4th qtr agency goals and financial reports; Provided response to Notice of Disciplinary Action; Arranged for Prosser-Wilbert photographer to take pictures of 920 Kent facility; Attended ribbon cutting for Tri-County Mental Health pharmacy; Participated in Northland Chamber of Commerce Business Fair; Attended Missouri Mental Health Commission meeting in Warrensburg; Reported on Governor Nixon's press conference in support of strengthened Medicaid

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.

Services Committee—The Services Committee did not meet prior to Board meeting.

Long Range Planning Committee—The Long Range Planning Committee did not meet prior to Board meeting.

Board Owned Property Committee--The Board Owned Property Committee did not meet prior to Board meeting. Property inspections were scheduled for April 5, 2013 at 9a.m. starting at 1119 Ridgeway, Liberty, MO.

TCM Report—Anita Hartman gave a comprehensive report. 19 employees are serving 424 Clay County clients as of 3-18-13. Several success stories were presented as was the financial impact of TCM in Clay County.

OLD BUSINESS:

By-laws

The By-laws were reviewed and amended to reflect the addition of the Immediate Past Chairman as a member of the Executive Committee. The review of the Records Retention Policy Manual was deleted as it is no longer applicable.

Karla moved and Linda T seconded the By-laws be approved as amended with the second read to be at the April 30, 2013 meeting. Voting yes: Karla, Heath, Bill, Linda T and Linda W. Voting No: Steve. Lorry, Mary and Gary were absent.

920 Kent Outside Sign

The Executive Director provided four proposals. Steve volunteered to seek other proposals.

Open House Planning

The Board would like to hold an open house in April. The Board decided Anita Hartman and Charles Washburn would collaborate with invitations for an Open House to be April 30, 2013 from 4 p.m. to 5:30 p.m.

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NEW BUSINESS:

Election of Officers:

The nominating committee proposed the following officers who become the Executive Committee for 2013:

Chairman	Bill Taylor
Vice Chairman	Linda Weisbach
Secretary	Mary Olshefski
Treasurer	Gary Steinman
Past Chairman	Lorry Kelly

Steve moved and Karla seconded the slate of officers presented by the nominating committee be approved. Voting yes: Karla, Steve, Lorry, Heath, Bill, Linda T and Linda W.

Committee Appointments

The Chairman appointed the following committees:

Finance: Gary Steinman, Chairman; Karla Arnold, Stephen Elliott and Heath Roberts
Long Range Planning: Karla Arnold, Chairman; Lorry Kelly, Heath Roberts and Linda Thomas
Services: Mary Olshefski, Chairman; Linda Weisbach, Gary Steinman, Linda Thomas
Board Owned Property: Stephen Elliott, Chairman; William Taylor, Mary Olshefski

MEHTAP Application/Contract Resolution for FY2014

Funding from the MEHTAP grant is used to offset the cost of transportation. The board chairman and board secretary must sign the authorizing resolution with the MEHTAP application for FY2014 funding grants (page 11). If funds are awarded, the chairman must sign the contract.

Steve moved and Karla seconded that the Board direct the Chairman to sign the authorizing resolution with the MEHTAP grant application and the contract for the FY2014 MEHTAP Grant if funds are awarded. Voting yes: Karla, Steve, Lorry, Heath, Bill, Linda T and Linda W.

RAC

DDRB has been invited to make nomination to the Regional Advisory Council for the Missouri Department of Mental Health Division of Developmental Disabilities. The Executive Director advised he would ask at the MACDDS meeting the next day about the RAC statewide. Other county representatives stated that the RAC was basically inactive and where it was active, it has neither authority nor responsibility. It is an advisory committee.

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COMMUNICATIONS: Guests

Concerned Care—Their float won 2nd prize at the recent Snake Saturday Parade. They are having a Wine Tasting event April 7, 2013 at Zona Rosa.

CEADD—Provided a three minute program CD.

VSI—Their float won 7th prize at the recent Snake Saturday Parade.

NEEC—They are having a 5k and two mile fund raiser June 8, 2012

As there were no further discussions, the meeting was adjourned at approximately 7:50 p.m.

Respectfully submitted,

Charles Washburn
Executive Director