

**Minutes of the Developmental Disabilities Resource Board
Of
Clay County
March 25, 2014**

The March meeting of the Developmental Disabilities Resource Board of Clay County was called to order at 6:30pm on March 25, 2014 by Chairman Bill Taylor at the executive office, 920 S. Kent Street. Present at the meeting were: Bob Boydston, Stephen Elliott, Alan Naylor, Heath Roberts, Pat Schoenrade, William Taylor and Linda Thomas. Excused: Gary Steinman and Tom Bradley

Guests present included:

Jim Huffman	CCI	Barbara Griggs	CCI
Dale Herrick	Immacolata	Etta Mitchell	KCRO
Anita Hartman	CHS	Jill Bartlett	NEEC
Randy Hylton	VSI	Clay Berry	Alphapointe
Mark Riley	Triality	Nzala Chongo	TNC

Announcements/Introductions/Correspondence – None

Approval of the Minutes

Pat moved to approve the minutes as corrected from the February 25, 2014 meeting of the Board, Alan seconded and the vote to approve was unanimous. Pat moved approval of the minutes from the March 18,

2014 Board Owned Property Committee as amended. Alan seconded the motion and the vote to approve was unanimous.

Treasurer's Report

Steve presented the Treasurer's Report for February starting with the Targeted Case Management Account that showed a current cash balance of \$410,195.85 and Total Liabilities and Equity of \$410,195.85. Income for the month was \$204,817.15 with expenses of \$169,317.15 for a net of \$35,499.64. Steve asked that the year to date income statement as well as the month be included in the future.

Before reporting on the DDRB account Steve noted there was an incorrect entry regarding the short term investments and that he wanted to further review the rental income as it looked incorrect. Steve reviewed the financial reports as presented noting that the balance sheet showed \$7,516,320.80 in checking and savings for total assets of \$9,980,856.56 and equal liabilities of \$9,980,856.56 for February. Monthly income was \$280,211.28 with expenses of \$405,512.85 for a net of -\$125,301.57. Year to date income is \$4,044,088.97 with total expenses of \$845,467.78 for a year to date net of \$3,198,621.19.

As part of the Treasurer's Report, Bill presented a letter from Valley View Bancshares, Inc, the holding company for the banks where we currently have four CDs on deposit. The letter verifies that each bank has a separate individual charter and are individually FDIC insured up to a maximum of \$250,000.00. Bill referred to this as a bit of housekeeping to assure we were protected.

Steve then presented a copy of the current CD rates published by Bankrate.com. Steve noted rates from local banks were not that good so we will be looking at these banks in the future.

Bill reported a phone call from Community America Credit Union indicating their interest in working with us on our investments. Bill said the Board will be looking at several options to achieve the best results. Bill reviewed the recent past when this Board was realizing over \$100,000 from its investments but would only realize about \$39,000 this year. So, we have to watch every CD carefully.

Administrative Director's Report

Brian called the board's attention to the report of Targeted Case Management in their packets. Brian suggested that the flow chart that showed the progress a case goes through may be helpful in their understanding of the steps needed to access services. In addition, Brian had distributed at the table a demographic profile of the cases currently in the system at KCRO for Clay County. Brian noted that Etta Mitchell, the Director of the KCRO had indicated 7 to 8 new cases are arriving at the Regional Office each month. Bill asked Etta to confirm that the number of new cases was consistent for several years in a row. Etta replied while she only had data going back a couple years, the number did remain consistent.

Bill asked about the SB 40 meeting from March 21, 2014 hosted here. Brian reported that the most significant item discussed was the difficulty of getting consumers recertified for Medicaid. It seems several glitches have occurred across all areas of the State. It appears that the State is aware of the issue and is trying to address it.

Committee Reports

Executive Committee

Bill wanted the Board to be aware and visit the revised web page of the DDRB on the County web site. Bill believes the website helps make makes DDRB he most transparent board possible. The site was reorganized and now has the board members listed properly along with agenda, minutes, bylaws and policies.

Bill advised the Board that the job description of the Administrative Director would be reviewed by the Executive Committee and provided to the full Board at the April meeting.

Finance Committee

Steve indicated the Finance Committee was going to meet immediately following the Board meeting. Steve wants the Finance Committee to look at the financial activities of the office to gain a better understanding of the operations.

Services Committee

Linda Thomas, Chair of the Services Committee reported that the Committee had reviewed the Transportation Grant application and recommended it to the full board for approval. Steve moved that the grant application be approved and Pat seconded the motion. The Board vote to approve was unanimous. Linda also reported that the Services Committee was interested in assigning the agencies among the members to better understand their operations. Each member of the committee would be asked to focus on one or two agencies that they could then better represent to the Board.

Long Range Planning Committee

Heath reported on the conference call the committee had on March 18th. The proposal from Children's Therapy Services was referred to the Finance Committee. Brian was asked to get some data regarding the consumers in the system and what the status of their cases is. This information was distributed earlier in the meeting. Heath then reviewed the conversation regarding the real estate rented by Concerned Care. Heath indicated that Barbara Griggs and Brian had discussed the disposition of the housing options going forward. Heath invited Barbara to comment. She said she was pleased to help bring the Committee and the CCI Board Task Force together. Barbara indicated some of the challenges in identifying property, financing, and a developer willing to work with them. Barbara indicated some of the environment has changed that will allow them to own the group homes so they are open to that possibility. Heath then reminded everyone that their primary goal is to assure that no residents are harmed through the process. Heath asked that Barbara begin putting a plan on paper within the next 30 to 45 days so the group can move forward.

Steve emphasized the need for the groups to work together and added that the Public Administrator be invited to participate as well. Barbara said that she has kept the Public Administrator advised of any changes and will invite her to participate in the planning.

Board Owned Property Committee

Alan reported that the Committee will soon set a date for inspections. He also reported that he and Brian had met with the representative of TecLarm to put the alarm system to work. The alarm allows 45 different codes so each employee has a code. If they should leave it is a

simple matter to change the one employee's code. Alan also reported that Brian had trained all the employees and had emphasized that they should not be in the building after hours and alone. Steve asked Anita if that was possible and she said no but that Brian had clearly emphasized the importance of being cautious. Steve suggested it may be possible to alarm the building without arming the motion detectors so staff could come in after hours and still secure the building. Alan had also discussed the possibility of adding two cameras at \$400 each. We have room on our system to add cameras. Steve asked how we change out employees and can this system perform other services possibly tied into the card swipe system. Alan said the Committee would investigate.

TCM Report

Anita reported that they lost an administrative assistant but have identified a replacement. The current count of TCM consumers is 845. Some of those in that number are still in transition and that she had shared that list with Etta Mitchell of the Kansas City Regional Office. Anita indicated that they had opened 18 new cases just in March. Anita then reported on several success stories of consumer achievement over the past month.

Old Business – None

New Business

Bill invited Clay Berry to talk about some exciting changes at Alphapointe. The main change has been the merger with another employment service, an organization in Brooklyn, New York.

Headquarters for the two agencies will be in Kansas City. Due to pressure to raise wages above the sub-minimal wage Alphapointe must reduce as many as 45 consumers. The change also includes reducing some of the employment activities including those funded by the DDRB. Currently 9 consumers from Clay County are served by Alphapointe. Clay reports that 3 of those people are being placed in other positions, two are retiring or have made other arrangements and 5 are set to be transferred to other employment services or day habilitation by June. Bob asked if there was any price changes that could help Alphapointe offset some of the cuts they must make. Bob also asked about what efforts are being pursued to exempt non-profits from the new executive order. Clay said their state and national associations have been dealing with significant pressure to move wages above the sub-minimum wage. He didn't see any improvement in the immediate future. Bill thanked Clay for coming and emphasized the importance of the board remaining abreast of changes such as those at Alphapointe. Steve asked what the impact on the financial picture looked like for his contract. Clay said they are committed to caring for all the consumers through placement at other agencies. In addition, he said Alphapointe remains dedicated to serving the blind and those with developmental disabilities and looks forward to support from the DDRB in the future.

Communications

Randy Hylton invited the board to their award night on May 22nd that recognizes those who support the agencies. Invitations will be coming soon.

Jill Bartlett reported that NEEC will have a 5K run/2mile walk on May 31st and the board will soon receive invitations.

Dale Herrick thanked Anita and Brian for participating in the recent CARF site visit. The CARF is important to Immacolata and Dale

expressed his gratitude for the DDRB's support. The site visit went well with only a suggestion that would help Dale communicate with his board.

Barbara Griggs reported that CCI received a 5th Place prize for their float in the St. Patrick's Day parade.

Nzala Chongo announced that TNC also was sponsoring a 5k run on June 23rd at the Kansas Speedway to raise funds for their residential programs.

Mark Riley announced that Triality received a 3rd Place Award for their art presentation that was displayed at the Capitol in Jefferson City.

Etta Mitchell reported that the reorganization project had selected two sites to model the new program plan. She also encouraged the board to continue to plan for a growing population in Clay County, including children as the school districts are realizing the need to refer children. Bob asked what was driving that growth was it just population growth?

Etta feels we are only serving a "drop in the bucket" of those eligible for services. Randy added to Etta's comments that the schools have really stepped up their transition to services and families are more aware of their options. Alan suggested that parent's attitudes have changed over the past generation and they are no longer trying to hide their children, but are looking for services to help them achieve the best life possible. Etta agreed that as more services became available parents were able to provide more for their children and accessed the system.

Adjournment

The meeting adjourned at 7:42pm.

Respectfully submitted,

Brian O'Malley, Administrative Director

