

**Minutes of the Developmental Disabilities Resource Board
of
Clay County
April 29, 2014**

The April meeting of the Developmental Disabilities Resource Board of Clay County was called to order at 6:35 pm on April 29, 2014 by Chairman Bill Taylor at the executive offices, 920 S. Kent Street. Present at the meeting were: Tom Bradley, Alan Naylor, Heath Roberts, Pat Schoenrade, William Taylor. Excused were: Bob Boydston, Steve Elliott, Gary Steinman and Linda Thomas.

Guests present included:

Barbara Griggs	CCI	Jill Bartlett	NEEC
Etta Mitchell	KCRO	Betsy Keleher	CEADD
Randy Hylton	VSI	Jim Huffman	CCI
Mark Riley	Triality	Gregg Aultman	CHS
Anita Harman	CHS	Wendy Witcig	Triality
Stacie Bratcher	IM	Ann Graff	CTC
Debby Sanders	CTC	Linda Holland	CTC

Board Owned Property Inspection

Alan introduced Jason Kuhlman who reviewed the recent inspection of the group homes operated by Concerned Care. Jason reported on only those items that were going to require a bid. The Committee had already reviewed Jason's report and identified items that the staff of Concerned Care should address. Jason indicated that Hampton House may have a Radon issue that should be investigated. Liberty House needs the vents cleaned. Sherwood House has an issue with a pool that is a hazard. The deck at Flora House has not improved with time and the rear sliding door need to be addressed. There is also a bath vent fan that is broken. The bath at Flora house should be replaced. This will be an expensive repair. At the Kent Building the sidewalk needs to be repaired/replaced. Alan also injected that the Committee recognized a need to address parking before any large items. Alan recognized there are several smaller items such as the landscape need to be addressed. Jason identified some painting projects at Kent that needed to be addressed. The restroom doors need to be re-set. Finally, it is time to clean the dryer vents on all the houses. Alan reported on how much time was spent and complimented Jason on his leading us through the inspection. Bill noted that the condition of the houses was thanks to Jason's good work. Bill also asked about the rafters that caused the roof problem and noted the repair was \$4,000. At this time Alan noted it is unclear how to proceed with recommendations. Bill then thanked and excused Jason.

Approval of the Minutes

Alan motioned and Pat seconded to approve the March 25, 2014 meeting of the Board. The motion was unanimously passed. Pat moved that the Services Committee minutes from the meeting held on March 25, 2014 be approved. Alan seconded the motion and it

passed unanimously. Next Alan moved that the Finance Committee minutes from the meeting held April 21, 2014 be approved. Tom seconded the motion and it passed unanimously. Pat moved that the minutes from the Board Owned Property report be approved and Tom seconded. Alan noted that the Committee set a limit of \$1,500.00 as the threshold to seek bids on projects.

Treasurer's Report

Heath presented the Treasurer's Report for February as follows: The TCM Balance sheet shows a balance of liabilities and equities of \$410,195.85 through February 28, 2014. Income for the month was \$204,817.15 and expenses of \$169,317.51 for a balance of \$35,499.64. Year to date the income is \$388,133.05 with expenses of \$322,908.79 for a net of \$65,224.26. The balance for the DDRB account at the end of February is \$9,968,782.10 with cash of \$3,203,625.23 and short term investment of \$4,300,621.11 and fixed assets of \$2,464,535.76. Income for the month was \$267,985.41 against expenses of \$405,361.44 for a net of -\$137,376.03. Year to date income is \$4,027,513.10 with expenses of \$840,966.37 for a net of \$3,186,546.73.

For March the TCM account shows a balance of liabilities and equities of \$252,790.25. Income for March was zero and expenses were \$157,405.60 for a net of -\$157,405.60. Year to date income is \$388,133.05 with year to date expenses of \$480,314.39 for a net of -\$92,181.34. The DDRB account for March shows \$4,308,319.10 in short term investment, \$3,014,932.77 in cash with \$2,464,535.76 in assets for a total liabilities and equities of \$9,790,787.63. March income was \$250,600.78 and expenses of \$431,595.80 for a net of -\$180,995.02. Year to date income is \$4,278,113.88 against expenses of \$1,272,562.71.

Alan moved to accept the February Treasurer's Report. Pat seconded the motion which passed unanimously.

Pat made a motion to accept the Treasurer's Report for March as presented and Tom seconded the motion which passed unanimously.

Administrative Director's Report

Brian called the Board's attention to the question and Answer piece that had been distributed in the packet on the Partnership in Hope or Hope Waiver program in the State. The Hope Waiver program was begun in 2010. Its purpose is to reduce the number of persons waiting to receive services throughout the State by drawing on Federal and State dollars matched by the local County to provide services. The Federal match is 50% and 25% from the State and County. Before the Hope Waiver about 300 people were admitted across the entire State to receive services. In the first year of the Hope Waiver over 1,000 people were admitted and the number continues at the same pace. Bill noted that Clay County was the last of the large counties to join. Bill asked Ann Graff who said now 86 counties participated.

Committee Reports

Executive Committee

Bill called the Board's attention to the job description of the Administrative Director and asked if there were any comments. Pat moved that the job description be approved.

Brian reported on the email he received from Bob Boydston regarding an incident as he was taking vacation. He suffered a stroke but had the good fortune to be on the plane with 7 ER doctors who took care of him until he could be transferred to a local hospital. He is home now recovering.

Finance Committee

Heath reported that the Finance Committee met with the administrators of the Children's Therapy Center in Sedalia to consider a new contract for July, 2014 to June 2015. The contract calls for an increase of 5 caseworkers and 2 administrative staff and is recommended to the full Board. The Committee recommended that the start-up costs be reduced to one third of the requested amount, and noted that those costs were part of this expansion. Alan made a motion to accept the Committee's recommendation and Pat seconded. Bill called for a roll call vote. Voting yes were: Tom Bradley, Alan Naylor, Heath Roberts, Pat Schoenrade and Bill Taylor. Motion passed.

Services Committee

No report.

Long Range Planning Committee

Bill asked Brian to report on the proposed contract from the State for Targeted Case Management. The contract has already been amended and the deadline to sign it extended. With a new formula the DDRB is no longer at risk of losing up to \$50,000 for non-medicaid consumers.

The amendment also changes the dissolution of a contract from 60 to 120 days. Bill asked Ann Graff for comments. Ann stated she thought there were more changes to come and that the Board she wait to consider some of the details of the new agreement. Ann stated the new signing date had been pushed back to July so the Board had time. Bill agreed there was no reason to rush. Brian stated that he had asked Gary to look at the contract over the weekend and made sense to give him a chance to review the new amendments.

Bill asked Brian to comment on the progress regarding the Group Homes. Brian called the Board's attention to the report Barbara Griggs had prepared. In her report Barbara reviews the housing status of all the group home residents. The next step is to try to find a date for board members from both organizations to meet.

Board Owned Property Committee

Alan continued the report on the Group Homes and indicated the Committee had identified some safety issues it felt should not be left unaddressed. In addition there is confusion about the Board's relationship with Jason as currently structured that may cause the appearance of a conflict of interest. Alan reported Bob had great concern about the Board's liability by owning the group homes. Alan indicated all of these issues will be addressed. Alan noted the Committee felt they needed some expertise regarding the parking at the Kent building. Bob will check with a County person who can give us some leads on developing parking. Bill asked Alan to share with the Board the binder that he was developing as a single source of information regarding the property owned by the Board. Alan passed around the binder he is using to collect the information and transferring to a spreadsheet on each property. Alan indicated the Committee recommended two security cameras for the parking lot.

Brian and Alan will ask TeLarm Company to give us a bid. Bill thanked Alan for all his work and said he was hesitant to add any more but we will need a good appraisal for each property. Bill asked Brian about the Kent Street HVAC rooftop unit. Brian reported the unit was quickly repaired and working and had experienced not further issues.

TCM Report

Anita indicated that a new administrative assistant has been hired and she is doing a great job. Anita said that there are now 857 persons on the caseload and there is still work on-going to secure information to successfully transfer those on the waiting list. Anita then reviewed several success stories including a highly complimentary report on Concerned Care's recreation program.

Old Business – None

New Business

Bill reminded the Board that there was traditionally no meeting in May but the Board should vote on it. Heath moved and Alan seconded the motion to not meet in May. The motion passed unanimously.

Communications

Bill invited Wendy to report that her board had voted to merge Triality and Easter Seals. The new name will be Easter Seals Midwest and goes into effect on July 1, 2014. Bill congratulated her on what must have been a tedious and difficult process. Wendy indicated that had been discussed, planned and implemented over a two year period and that it was somewhat bitter sweet to make the change. Wendy

acknowledged Alan as one of the founders of Triality and expressed her gratitude for all the supporters had provided. Wendy indicated as the paperwork evolves she will meet with Brian to make all the contract and name changes for the new merger.

Betsy Keleher distributed a report on the college Experience for Adults with Developmental Disabilities program at Maplewoods College for the past year and thanked the Board for their support.

Etta Mitchell from the Kansas City Regional Office indicated that contracts for the coming year were moving forward and we should have those in plenty of time. Etta indicated she is very pleased with the progress toward clearing the waiting list. In addition, the developments toward re-design of the Regional Offices were available on the KCRO web site and all are welcome to ask questions, especially providers as they arise.

Stacie reminded board that they were invited to tour Immacolata Manor on May 13 or 15th during an open house at the Manor. In addition, Stacie reminded the Board of the upcoming Motorcycle ride to support the Immacolata Manor.

Randy announced that VSI was undergoing CARF Site visit May 1 and 2. In addition, Randy reminded board members to expect an invitation to their award banquet on May 22nd. Bill recommended the event for board members.

Barbara told the board the fund raiser at Zona Rosa raised almost \$8,000. In addition, on Thursday May 1 Concerned Care is hosting an appreciation event for their partners who help with recreation programs.

Jill Bartlett reminded the Board of the 5K Run and 1 Mile Walk on May 31st to benefit NEEC. Jill advised Board members that they would receive an invitation in the mail.

Adjournment

The meeting was adjourned at 7:43 pm.

Respectfully submitted,

Brian O'Malley, Administrative Director