

Developmental Disability Services of Jackson County ~ eitas

Board Meeting

January 26, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
Attendance	Barbara Winkler, Robbie Makinen, and Don Saxton, Board Members. Absent: Tom Davis, Janet Ridder, Anita Parran, Betty Sharp and Rosetta Robins. Patti Phillips, Amanda Hirschmann, Kathy Sterrett, Nancy Nicolaus, Jake Jacobs and Kathleen Ganaden, Staff. Guests: Charlene Adams, Rebecca Case, Elizabeth Moran, Carl F. Calkins, and Susan Ford-Hernandez.	
Call to Order	Barbara Winkler, Board President called the meeting to order at 6:06 PM at the Administrative offices of Developmental Disability Services of Jackson County located at 8508 Hillcrest Road, Kansas City, Missouri. Mrs. Winkler noted that as a quorum was not present, absentee members will be contacted by email for any votes needed to be made.	
Meeting Meetings – December 2009 Board of Director’s Meeting	Mrs. Winkler asked if there was a motion to approve the December 1, 2009 Board of Director meeting minutes. Motion: Don Saxton moved and Robbie Makinen seconded a motion to approve the minutes of the December 1, 2009 Board meeting. Motion Carried.	Motion: Don Saxton moved and Robbie Makinen seconded a motion to approve the minutes of the December 1, 2009 Board meeting. Motion Carried.
Treasurer’s Report	Mrs. Winkler explained that the Finance Committee did not meet in January and therefore there would be no Treasurer’s Report.	
Special Presentation Carl Calkins - UMKC	Carl Calkins, Director of the Institute for Human Development at UMKC shared memories of his friendship with Michael Haseltine and accolades for Michael’s	

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<p>Special Presentation Carl Calkins – UMKC Continued</p> <p>Committee Reports – Property Committee</p>	<p>dedication and professionalism to his work with the developmentally disabled. Mr. Calkins and his colleagues at the Institute for Human Development at UMKC commissioned artist Susan Ford-Hernandez to create a work of art in honor of Michael’s memory. At this evening’s meeting that piece of work was dedicated and given to Developmental Disability Services of Jackson County.</p> <p>Don Saxton, Property Committee Chair presented the report for the Property Committee by sharing that Marvin Blake, Facility and Maintenance Coordinator presented his monthly report to the committee by stating his main focus for the upcoming year will be safety and accessibility for all consumers at residences, day habilitation and workshops.</p> <p>The new administration building for Foundation Workshop has been completed. Blue Valley Industry would like a new dock plate. No structural changes will be made at Blue Valley in relation to the concern of the weight load on the floor above Developing Potential. Instead, the weight load has been redistributed on the floor away from the Developing Potential area below.</p> <p>Jake Jacobs, Executive Director shared that the former Rainbow Options I building is up for sale. Also, that transfer of ownership for the Sunshine Center</p>	<p>Information</p>

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<p>Committee Reports – Property Committee Continued</p> <p>Planning & Services Committee</p>	<p>is going forward. To date no providers have expressed an interest in the Sunshine building. If providers continue not to express any interest, Mr. Jacobs suggests the building be put up for sale.</p> <p>Barbara Winkler, Planning & Services Committee Chair presented the report by sharing that Doris Weber, Executive Director for LifeCare Planning, Inc. (LCP) came before the committee seeking financial assistance and other support for the LCP corporation. After 22 years of being a reputable resource for families and professionals LCP finds itself having financial difficulties and other difficult decisions as Ms. Weber will eventually retire and a replacement needs to be found.</p> <p>Jake Jacobs shared with committee members that Ms. Weber and her work and dedication through Lifecare Planning is commendable, but eitas cannot legally financially assist LCP with tax dollars. There are many restrictions and any financial assistance from eitas would have to be from non tax-dollars. Committee members asked Ms. Weber to meet with Mr. Jacobs to discuss issues further and then submit a proposal to the committee for further review.</p> <p>Nancy Nicolaus presented her monthly report to the committee that stated preparations for the first of six 2010 Gentle Teaching sessions is underway. Ms.</p>	<p>Information</p>

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<p>Planning & Services Committee Continued</p>	<p>Nicolaus and her team have been wrapping up fourth quarter agency reports and answering questions relating to 2010 funding.</p> <p>Patti Phillips and Kathy Sterrett, Service Coordination Supervisors presented their reports and shared that in the last two weeks of October 2009 and the first two weeks of November 2009, both teams billed a combined total of \$186,136.</p> <p>Both teams now have 11 Service Coordinators each and the wait list has been brought down to around 100, but with eitas receiving 3-4 new choice forms daily the search is underway for a third supervisor so a Team III of Service Coordinators can be formed to accommodate more individuals.</p> <p>Jake Jacobs shared with the Planning and Services Committee information about the funding contracts for Fiscal Year 2010. A few updates from the 2009 contract language were changed for clarification to make sure the provider understood their responsibilities and guidelines. Three of the contract changes included information pertaining to:</p> <ol style="list-style-type: none"> 1. <u>Eligible Persons</u> – Clarification of diagnosis of developmental disability, mental illness and Jackson County residency, and what eitas will fund or not. 2. <u>Separation Guidelines</u> – If an eitas funded employee at a sheltered workshop is being considered for termination, eitas Support Services staff must be notified as soon as 	<p>Information</p>

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<p>Planning & Services Committee Continued</p> <p>Executive Director's Report</p> <p>New Business Sunshine Center Resolution</p>	<p>possible for consultation and assistance. The same applies for day hab and residential services if they are being considered for removal.</p> <p>3. <u>Funding Contract Termination</u> – Funding contract may be terminated by eitas in the event eitas funding is reduced or not available at anticipated levels during the contract term.</p> <p>Jake Jacobs, Executive Director stated that he had nothing to add to the report already submitted and inquired of members if there were any questions. There were none.</p> <p>Mr. Jacobs did share that recruitment for a new Deputy Director, Staff Accountant and Support Services Supervisor are actively underway.</p> <p>Don Saxton, Board Member presented the following Resolution:</p> <p>That the Board of Directors give the Executive Director, Jake Jacobs, the authority to negotiate with the Sunshine Center the return to the ownership of Developmental Disability Services of Jackson County – eitas the property situated at 607 West Lexington, Independence, Missouri –formerly known as the Sunshine Center building. Mr. Jacobs shall have the authority to sign all documents on behalf of the Board relating to the return of said property.</p>	<p>Information</p> <p>Motion: Resolution</p> <p>That the Board of Directors give the Executive Director, Jake Jacobs, the authority to negotiate with the Sunshine Center the return to the ownership of Developmental Disability Services of Jackson County – eitas the property situated at 607 West Lexington, Independence, Missouri – formerly known as the Sunshine Center building. Mr. Jacobs</p>

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<p>New Business Continued Sunshine Center Resolution</p> <p>Workshop Funding Request</p>	<p>Motion: Don Saxton moved and Robbie Manikin seconded to approve the Resolution presented. Motion Carried by Members Present.</p> <p>Mrs. Winkler noted again that as a quorum is not present, absent board members will be contacted by email for their vote to the resolution</p> <p>Mr. Jacobs then asked members to refer to a letter in their board packets from several eitas providers requesting that eitas grant a variance to the usual policy in terms of paying for participants' attendance. Specifically, asking eitas to approve per diem payments for those participants who would have attended services on the day's eitas discontinued transportation assistance due to bad weather.</p> <p>Mr. Jacobs explained that he just received a lump sum figure and nothing as to whom was in attendance or not on those days. And, before Mr. Jacobs would recommend any compensation to these providers he would require this and other pertinent information.</p> <p>Continuing Mr. Jacobs shared that shutting down the transportation facility is not a quick or easily made decision. Transportation managers are out at 3-4:00 AM trying to access the safety of the highways and side streets. Closing of the</p>	<p>shall have the authority to sign all documents on behalf of the Board relating to the return of said property.</p> <p>Motion Carried</p> <p>Information</p>

