

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<b>Attendance</b>	Don Saxton, Robbie Makinen, Betty Sharp, Barbara Winkler, and Janet Ridder, Board Members. Absent: Tom Davis, Anita Parran, and Rosetta Robins. Jake Jacobs and Kathleen Ganaden, Staff. Guests: Charlene Adams, Tiffany Black, Aaron Martin, James Landrum and Kari Wiss.	
<b>Call to Order</b>	Barbara Winkler, Board President called the meeting to order at 6:04 PM at the Administrative offices of Developmental Disability Services of Jackson County located at 8508 Hillcrest Road, Kansas City, Missouri.	
<b>Meeting Minutes – January 2010</b>	Mrs. Winkler asked if there was a motion to approve the January 2009 Board of Director meeting minutes. <b>Motion:</b> Robbie Makinen moved and Don Saxton seconded a motion to approve the minutes of the January 26, 2009 Board meeting minutes as presented. <b>Motion Carried.</b>	<p><b>Motion:</b> Robbie Makinen moved and Don Saxton seconded a motion to approve the minutes of the January 26, 2009 Board meeting minutes as presented. <b>Motion Carried.</b></p>
<b>Treasurer’s Report</b>	Brent Wilson of Mayer, Hoffman, McCann P.C. presented a PowerPoint presentation of a draft of the FY2009 Financial Statements. Mr. Wilson explained that Mayer, Hoffman, McCann audited the balance sheets as of December 31, 2009 and 2008, and the related statements of revenues, expenses and changes in the fund balance and cash flows for the years then ended.	

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending																																														
<p><b>Treasurer's Report Continued</b></p>	<p>Mr. Wilson shared the following Balance Sheet highlights:</p> <table border="0"> <thead> <tr> <th></th> <th style="text-align: center;"><u>Dec. 2009</u></th> <th style="text-align: center;"><u>Dec. 2008</u></th> </tr> </thead> <tbody> <tr> <td>Cash and Cash Equivalents</td> <td style="text-align: right;">\$ 6,948,863</td> <td style="text-align: right;">\$ 7,555,535</td> </tr> <tr> <td>Investments</td> <td style="text-align: right;">3,106,125</td> <td style="text-align: right;">4,914,584</td> </tr> <tr> <td>Taxes Receivable</td> <td style="text-align: right;">3,629,298</td> <td style="text-align: right;">3,814,301</td> </tr> <tr> <td>Property &amp; Equipment</td> <td style="text-align: right;">16,411,397</td> <td style="text-align: right;">14,300,941</td> </tr> <tr> <td>All Other Assets</td> <td style="text-align: right;">2,866,128</td> <td style="text-align: right;">1,666,848</td> </tr> <tr> <td>A/P &amp; Accrueds</td> <td style="text-align: right;">1,531,478</td> <td style="text-align: right;">1,477,722</td> </tr> <tr> <td>Deferred Revenue</td> <td style="text-align: right;">69,410</td> <td style="text-align: right;">70,055</td> </tr> <tr> <td>Note Payable</td> <td style="text-align: right;">2,015,597</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Fund Balance</td> <td style="text-align: right;">\$29,365,326</td> <td style="text-align: right;">\$30,704,432</td> </tr> </tbody> </table> <p><u>Net Income Analysis:</u></p> <table border="0"> <thead> <tr> <th></th> <th style="text-align: center;"><u>2009</u></th> <th style="text-align: center;"><u>2008</u></th> </tr> </thead> <tbody> <tr> <td>Support &amp; Revenue</td> <td style="text-align: right;">\$11,542,737</td> <td style="text-align: right;">\$10,742,676</td> </tr> <tr> <td>Expenses</td> <td style="text-align: right;">\$12,881,843</td> <td style="text-align: right;">\$11,383,490</td> </tr> <tr> <td>Net Loss</td> <td style="text-align: right;">\$ (1,339,106)</td> <td style="text-align: right;">\$ ( 640,814)</td> </tr> </tbody> </table> <p><u>Cash Flow Highlights:</u></p> <table border="0"> <tbody> <tr> <td>Cash Used in Operations</td> <td style="text-align: right;">\$( 857,062)</td> </tr> <tr> <td>Net Investment in Property &amp; Equipment</td> <td style="text-align: right;">\$(1,467,076)</td> </tr> </tbody> </table>		<u>Dec. 2009</u>	<u>Dec. 2008</u>	Cash and Cash Equivalents	\$ 6,948,863	\$ 7,555,535	Investments	3,106,125	4,914,584	Taxes Receivable	3,629,298	3,814,301	Property & Equipment	16,411,397	14,300,941	All Other Assets	2,866,128	1,666,848	A/P & Accrueds	1,531,478	1,477,722	Deferred Revenue	69,410	70,055	Note Payable	2,015,597	0	Fund Balance	\$29,365,326	\$30,704,432		<u>2009</u>	<u>2008</u>	Support & Revenue	\$11,542,737	\$10,742,676	Expenses	\$12,881,843	\$11,383,490	Net Loss	\$ (1,339,106)	\$ ( 640,814)	Cash Used in Operations	\$( 857,062)	Net Investment in Property & Equipment	\$(1,467,076)	<p>Information</p>
	<u>Dec. 2009</u>	<u>Dec. 2008</u>																																														
Cash and Cash Equivalents	\$ 6,948,863	\$ 7,555,535																																														
Investments	3,106,125	4,914,584																																														
Taxes Receivable	3,629,298	3,814,301																																														
Property & Equipment	16,411,397	14,300,941																																														
All Other Assets	2,866,128	1,666,848																																														
A/P & Accrueds	1,531,478	1,477,722																																														
Deferred Revenue	69,410	70,055																																														
Note Payable	2,015,597	0																																														
Fund Balance	\$29,365,326	\$30,704,432																																														
	<u>2009</u>	<u>2008</u>																																														
Support & Revenue	\$11,542,737	\$10,742,676																																														
Expenses	\$12,881,843	\$11,383,490																																														
Net Loss	\$ (1,339,106)	\$ ( 640,814)																																														
Cash Used in Operations	\$( 857,062)																																															
Net Investment in Property & Equipment	\$(1,467,076)																																															

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Treasurer's Report Continued</b></p>	<p>Net Decrease in Cash And Investments                      \$(2,415,131)</p> <p>Mr. Wilson noted that the Financial Statements were reported to materially correct and except for investments being recorded at cost instead of fair market value an opinion on the financial statements were found to be of the highest quality.</p> <p>Mr. Wilson asked Board Members if there were any questions and there were none.</p>	<p>Information</p>
<p><b>Approval of FY2009 Financial Audit</b></p>	<p>There being no questions Barbara Winkler, Board President asked if there was a motion to approve the FY2009 Financial Audit. <b>Motion:</b> Don Saxton moved and Robbie Makinen seconded a motion to approve the FY2009 Financial Audit as presented. <b>Motion Carried.</b></p>	<p><b>Motion:</b> Don Saxton moved and Robbie Makinen seconded a motion to approve the FY2009 Financial Audit as presented. <b>Motion Carried.</b></p>
<p><b>Agency Presentation – Foundation Warehouse</b></p>	<p>Aaron Martin and Tiffany Black of Foundation Warehouse, Inc. (FWI) presented to the Board information pertaining to their new job placement service program.</p> <p>Job placement services are available through FWI JobConnect, which is a community employment services program. JobConnect is designed for people who have an established vocational goal and simply need support in achieving</p>	



Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Committee Reports – Property Committee Continued</b></p> <p><b>Planning &amp; Services Committee</b></p>	<p>disabilities. If the right people can be found to fit the Habitat for Humanity requirements then this would be a good thing for all involved.</p> <p>At this time, there is enough money to assist six families.</p> <p>Barbara Winkler, Planning &amp; Services Committee Chair opened her report by sharing that monthly reports were presented from Support Services and Service Coordination.</p> <p>Nancy Nicolaus, Support Specialist Supervisor shared with Committee member’s information regarding a new contract requirement regarding providers and their requirement to notify Eitas when they are considering firing an employee. The contract requires that Eitas be notified of the proposed termination so Support Services can intervene in an effort to resolve the problem and save the employee from being released.</p> <p>Kathy Sterrett and Patti Phillips, Support Coordination Supervisors reported that in December 2009 the Service Coordination teams billed \$163,138 and in January 2010 \$172,311 for services provided. The variance in amounts billed was due to the holidays and winter weather.</p> <p>The wait list as of March 15<sup>th</sup> was at 159 persons. It was noted that both Service</p>	<p>Information</p>

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Planning &amp; Services Committee Continued</b></p>	<p>Coordination teams continue to take people from the list, but there is a need for the third team to be formed.</p> <p>In closing, Mrs. Winkler reported that the Planning and Services Committee still has under study and consideration the request from Doris Weber of LifeCare Planning.</p>	<p>Information</p>
<p><b>Executive Director's Report</b></p>	<p>Jake Jacobs, Executive Director asked Members if there were any questions to the report previously submitted. There were none.</p> <p>Continuing, Mr. Jacobs announced that after a three-year wait MoDot has announced that Eitas will be receiving 16 new buses this summer. We are still waiting to hear about a \$200,000 grant for on-demand transportation.</p>	
<p><b>New Business</b></p>	<p>Barbara Winkler, Board President announced that a Nominating Committee for Election of Board Officers in April needed to be formed and were there any volunteers. Members, Don Saxton, Betty Sharp and Robbie Makinen volunteered to serve on the committee.</p>	

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Old Business</b></p>	<p>Barbara Winkler, Board President shared that the Planning and Services Committee has recommended to the Board for approval the following mission and value statements:</p> <p><u>Mission Statement:</u>                      Developmental Disability Services of Jackson County – eitas mission is to support individuals with developmental disabilities and their families with services that respect their choices, increase their opportunities, encourage their independence, and assist their inclusion in all aspects Of their community.</p> <p><u>Value Statements:</u></p> <ul style="list-style-type: none"> <li>• ...will advocate for a wide range of services and funding to meet the needs of persons with developmental disabilities.</li> <li>• ...will promote a culture of inclusion and individualized supports.</li> <li>• ...will support individuals with developmental disabilities through cutting-edge programs and empowered staff and providers.</li> <li>• ...will provide the highest quality of supports and services by listening to the people it supports and the people who know them best.</li> <li>• ...will support people to be active, full members of their communities.</li> </ul>	<p>Information</p>

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Old Business Continued</b></p>	<ul style="list-style-type: none"> <li>• ...will be a Missouri leader in developing, supporting and furthering a community free of attitudinal and physical barriers and where persons with developmental disabilities participate in the full, rich life of their community without fear and prejudice.</li> <li>• ...will conduct itself with integrity, propriety and honesty in carrying out the Board's mission, values and responsibilities.</li> <li>• ...will seek to insure the health, safety and quality of life for the persons we support through proactive oversight of the programs we fund.</li> <li>• ...will, whenever possible, leverage its resources to enhance funding and forge local, state and federal partnerships to expand available funding and services for individuals with developmental disabilities.</li> </ul> <p>Don Saxton, Member seconded the motion. Barbara Winkler stated it has been moved and seconded that the Mission and Value Statements be accepted as presented. Those in favor of the motion say aye. Those opposed say no.</p> <p>The ayes have it, and the motion is adopted.</p>	<p>Information</p>
<p><b>Public Comment</b></p>	<p>None.</p>	

Developmental Disability Services of Jackson County ~ eitas

**Board Meeting**

March 23, 2010

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Board Moves Into Closed Session</b></p>	<p><b>Motion:</b> Don Saxton, Member moved that the Developmental Disability Services of Jackson County Board of Directors go into Closed Session pursuant to the Missouri Revised Statutes 610, Subsection 610.021 to discuss contract negotiations at 6:40 PM. Barbara Winkler seconded the motion. <b>Motion Carried.</b></p>	<p><b>Motion:</b> Don Saxton, Member moved that the Developmental Disability Services of Jackson County Board of Directors go into Closed Session pursuant to the Missouri Revised Statutes 610, Subsection 610.021 to discuss contract negotiations at 6:40 PM. Barbara Winkler seconded the motion. <b>Motion Carried.</b></p>
<p><b>Reopen Board Meeting</b></p>	<p><b>Motion:</b> Barbara Winkler, Member moved to reopen the Board meeting at 7:03 PM. Betty Sharp, Member seconded the motion. <b>Motion Carried.</b></p> <p>From the Closed Session no decisions were made.</p>	<p><b>Motion:</b> Barbara Winkler, Member moved to reopen the Board meeting at 7:03 PM. Betty Sharp seconded the motion. <b>Motion Carried.</b></p>
<p><b>Adjournment</b></p>	<p>There being no further business the meeting was adjourned at 7:04 PM.</p> <p>Respectfully submitted,</p> <p>Rosetta Robins, Board Secretary</p>	<p><b>Motion:</b> Barbara Winkler, Member moved to reopen the Board meeting at 7:03 PM. Betty Sharp seconded the motion. <b>Motion Carried.</b></p>