



Board Meeting Minutes

Tuesday, October 23rd, 2018

Call to order

Elizabeth Moran, Board Chair, called the meeting to order at the administrative offices of Developmental Disability Services of Jackson County-eitas, 8511 Hillcrest Rd, Suite 300, Kansas City, Missouri on October 23, 2018 at 6:05 pm.

Attendance

Attendees included Elizabeth Moran, Lisa Honn, Tammy Kemp, Denise Talbert, John Humphrey, Tedi Rowland, India Williams Board members. A quorum of board members was present. Jake Jacobs, Sylvia Greene, Amanda George, Mark Riley, Tom Holcomb, Tracy Mauk, Kristen Yates, Erin Epperson, Staff; Brian Hogan Blue Valley, Charlene Adams Parent, Lauren Hall Southeast, Sarah West CDD, Aaron Martin JobOne, Scott Helm UMKC Midwest Center for Nonprofit Leadership.

Introduction of Board and Guest

Ms. Moran asked the attendees to introduce themselves

Secretary's Report

Minutes from Board meeting and Finance Committee meeting held on September 25th, 2018, were reviewed and approved. Ms. Honn asked for motion to approve. Ms. Kemp moved to approved, Mr. Rowland seconded. All in favor. Meeting minutes approved.

Finance Committee

Ms. Honn gave a report on Finance Committee meeting.

Treasurer's Report to Board	Month End	YTD	Prior Year End
Operating cash	~\$6.4M	N/A	~\$8.4M
Total investment	~\$3.0M	N/A	\$2.0M
Total liabilities	~\$2.7M	N/A	~\$2.8M
Operating revenues	~\$1.3M	~\$12.5M	N/A
Operating expenses	\$1.2M	~\$11.5M	N/A
Net operating income <loss>	\$67,006	\$1,025,442	N/A
Net Income <net loss> after depreciation	\$18,320	\$536,361	N/A

"~" Actual amount is just under amount noted

Ms. Honn asked for the Board's input regarding the Finance Committee's approval for Mr. Holcomb's request to reinvest CD's that are maturing in the middle of November. Mr. Holcomb shared that Cornerstone Bank in Overland Park can do 2.9% for 18 months which is better than anything UMB can offer. Mr. Holcomb shared this is a good opportunity to start a relationship with a new bank. He would like to move \$250K to Cornerstone. Ms. Rowland made a motion to approve this move, Ms. Hon seconded the motion, all approved during the Finance Committee meeting. Ms. Moran asked if for consensus from the Board. All were in favor.

Department Reports

Ms. Moran shared that the all department reports are available in the electronic file. The reports were made available to the Board ahead of the meeting and were reviewed by the Board prior to today's meeting. Ms. Rowland asked about the Property Report regarding a report of mold in one of the agencies. Mr. Jacobs will be discussing this with the Director of the agency and will report back to the board. No other questions regarding the department reports.

Special Presentation

Scott Helm, Midwest Center for Nonprofit Leadership, presenting Person Centered Program Design. Mr. Helm gave an update on how the program is going so far and results of the process to this point. Mr. Helm shared that story collection has been completed and we have hosted several well attended workshops. We are now at Program Design, a unique way of doing a needs assessment. Mr. Helm shared this concept will give more data and more in-depth information from this assessment. Next steps are pilot and evaluation phase. Mr. Helm took questions from the board at the end of his presentation. There is a January timeline to start the pilot programs.

Executive Report

Mr. Jacobs shared that we have made an offer to someone for the HR Generalist position. Mr. Jacobs will keep the Board updated when finalized.

Mr. Jacobs gave an update on the three funding applications that needed clarification, Propel Program, CDD, and Southeast. CDD application was split into a "funding" application and a "service expansion" application. We are recommending that these are both approved, with the exclusion of purchasing a vehicle. Propel program request was reduced. Mr. Jacobs will address these again as we get through the budget approval process. Southeast reduced their request as well.

Mr. Jacobs shared the Position and Compensation report was completed. Omni Human Resources consulted for us. They developed a compensation structure for our current positions. Our salary budget will be raised by \$60K. This will help us in being competitive in the job market.

New Business

Ms. Moran asked for input regarding adding icons on the website to represent that we are an inclusive entity. The Board agreed that it would be more appropriate to add an inclusivity statement rather than the icons. Mr. Jacobs will send some samples of a statement out to the Board for review. Mr. Jacobs shared the State Associations annual report. Ms. Kemp thanked Tracy Mauk for hosting the Gentle Teaching presentation and encouraged the Board to attend the next presentation. CCVI has asked that we increase funding for this year by \$20K. Ms. Kemp moved to approve \$20K additional funding for CCVI 2018, Mr. Humphrey seconded the motion. All in favor, motion passes.

Old Business

Ms. Adams shared that she did extensive research regarding the laws for dispensing CBD medications/oil and is now able to have it dispensed to her daughter by staff at the residential facility.

Public Comment

Adjournment

There being no further business, Ms. Moran adjourned the meeting at 7:00pm.