

**MINUTES OF
DEVELOPMENTAL DISABILITIES RESOURCE BOARD
OF CLAY COUNTY**

November 19, 2013

The November meeting of the Developmental Disabilities Resource Board of Clay County was called to order at approximately 6:30 p.m. at the executive office, 920 Kent, Liberty, Missouri by Bill Taylor, Chairman. Present were: Stephen Elliott, Lorry Kelly, Mary Olshefski, Heath Roberts, Gary Steinman, Bill Taylor, and Linda Weisbach. Karla Arnold and Linda Thomas were excused. Also present were Charles Washburn, Executive Director and Clemens Przybylski Interim Executive Director.

Guests present and signing in:

Jill Bartlett	NEEC	Clay Berry	Alphapointe
Betsy Kelerher	CEADD	Bill Barr	VSI
Stacie Bratcher	Immacolata Manor	Jim Huffman	Concerned Care
Mark Riley	Triality	Barbara Griggs	Concerned Care
Jama Mahanes	KCRO		
Randy Hylton	VSI		
James Landrum	TNC		

ANNOUNCEMENTS / INTRODUCTIONS / CORRESPONDENCE

Correspondence:

- NEEC winter newsletter

APPROVAL OF THE MINUTES

Gary moved and Linda W. seconded that the minutes of the Tuesday, October 29, 2013 Finance Committee meeting be approved. The motion passed unanimously.

Gary moved and Mary seconded that the minutes of the Tuesday, October 29, 2013 Board Owned Property Committee meeting be approved. The motion passed unanimously.

Lorry moved and Mary seconded that the minutes of the Tuesday, October 29, 2013 DDRB Regular Board meeting be approved. The motion passed unanimously.

Lorry moved and Gary seconded that the minutes of the Tuesday October 29, 2013 Closed Board Personnel and Legal meeting be approved. The motion passed unanimously.

Gary moved and Heath seconded that the minutes of the Monday, November 4, 2013 Finance Committee meeting be approved. The motion passed unanimously.

Steve moved and Lorry seconded the minutes of the Monday November 4, 2013 DDRB Closed Personnel & Legal meeting be approved. The motion passed unanimously.

TREASURER'S REPORT

Gary Steinman read the Treasurer's Reports for October 2013. As of October 31, TCM cash assets were \$265,533.12 in checking. Total assets and Liabilities & Equity were \$265,533.12. Total income year to date is \$1,382,854.49. Total expenses year to date are \$1,194,657.82. Year to date net income is \$188,196.67.

As of October 31, cash assets were \$593,568.70 in checking and \$4,321,961.40 in short-term investments for a total in checking/savings of \$4,915,530.10. Total assets were \$7,368,892.69. Total liabilities and equity were \$7,368,892.69. Income for the month of October was \$60,380.77. Budgeted expenses for the month of October were \$434,994.75. October income in excess of expenses was -\$374,613.98. Year to date income was \$4,579,421.65. Year to date budgeted expenses were \$4,230,102.76. Year to date income in excess of expenses was \$349,318.89.

Mary moved and Steve seconded the treasurer's report for October be approved. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Received Concerned Care update on housing; Trained Interim Administrative Director for DDRB; Received goal and financial reports for third quarter; Prepared contracts for 2014; Secured three bids for replacement of roof top unit #8.

COMMITTEE REPORTS

Executive Committee--The Executive Committee did not meet.

Finance Committee--The Finance Committee met November 4, 2013 and recommended the 2014 budget be approved as attached:

Total Expenses: \$5,597,883; Income: \$5,050,594; with a net deficit of \$547,289 to be taken from reserves as needed.

Steve moved and Mary seconded the 2014 budget be approved, total expenses of \$5,597,883, income \$5,050,594, net deficit of \$547,289 to be taken from reserves as needed. Voting yes: Steve, Lorry, Mary, Heath, Gary, Bill, Linda W.

The Executive Director pointed out that both VSI and NEEC were experiencing more services in some areas and less in other areas. It was suggested that the agencies be reimbursed based on actual cost if within the overall 2013 Budget for the agency.

Steve moved and Lorry seconded the agencies be reimbursed based on actual cost if within the overall 2013 Budget for the agency.

Voting yes: Steve, Lorry, Mary, Heath, Gary, Bill, Linda W.

Services Committee—The Services Committee did not meet prior to Board meeting.

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Long Range Planning Committee—The Long Range Planning Committee did not meet prior to this meeting.

Board Owned Property Committee—

The Board Owned Property committee reviewed three bids obtained from Metro Air, Climate Control and C.M. Mose & Son by the Executive Director for replacement of Roof Top Unit #8. The committee recommended the bid in the amount of \$10,676 from Climate Control, Option #2.

Lorry moved and Steve seconded. DDRB approved the purchase from Climate Control option #2 in the amount of \$10,676.

Voting yes: Steve, Lorry, Mary, Heath, Bill, Linda W.

Abstaining: Gary

TCM Report—CHS hosted retirement party for Executive Director November 18, 2013. Bill reported that CHS expects there to be approximately 1050 consumers by the time transition from KCRO is completed. The TCM program is self-sustaining.

OLD BUSINESS:

None

NEW BUSINESS:

Cancellation of December Meeting

Lorry moved and Mary seconded that the December meeting be cancelled. Motion passed unanimously.

COMMUNICATIONS: Guests

VSI – announced Thanksgiving Lunched 11/27/2013 & Christmas Party will be held 12/23/2013.

Alphapointe announced Christmas Event will be held 12/20/2013 and encouraged all Board members to attend and tour their facility.

As there were no further discussions, the meeting was adjourned into closed session at approximately 7:05 p.m.

Respectfully submitted,

Clemens Przybylski
Interim Executive Director