

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 March 27, 2012

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p>Attendance</p> <p>Call to Order</p> <p>Meeting Minutes for February 2011</p> <p>Treasurer's Report Overview of 2011 Financial Statements</p>	<p>Anita Parran, Betty Sharp, Melissa Robinson, Tammy Kemp, Barbara Winkler, Paula Smith, Candace Cunningham and Mark McCaskill, Board Members. John Humphrey, Absent. Kathy Marlatt, Nancy Nicolaus, Earlene Clayton, Jake Jacobs and Kathleen Ganaden, Staff. Guests: Dee Ann Stock, Mr. Stock, Doris Weber, Cathy Tepper, Charlene Adams, Dina Newman, and Hilary Noonan. A quorum of board members was present.</p> <p>Barbara Winkler, Board President called the meeting to order at 6:03 PM at the Administrative Offices of Developmental Disability Services of Jackson County located at 8511 Hillcrest Road, Kansas City, Missouri.</p> <p>As there were no questions pertaining to the February minutes the following motion was made. Motion: Anita Parran, Board Treasurer moved that the February 28, 2012 Board meeting minutes be approved as presented. Paula Smith, Board Member seconded the motion. Motion Carried.</p> <p>Anita Parran, Board Treasurer introduced Brent Wilson of Mayer, Hoffman, McCann P.C. to present to board members an over view of the 2011 Audit.</p> <p>Mr. Wilson opened his presentation by stating that his firm had audited the balance sheets of Developmental Disability Services of Jackson County as of December 31, 2011, and the related statements of revenues, expenses and changes fund balance and cash flows for the years then ended. That these financial statements are the responsibility of the organization's management and the responsibility of Mayer, Hoffman, McCann P.C. is to express an opinion on these financial statements based on their audit.</p>	<p style="text-align: center;">Information</p> <p>Motion: Anita Parran, Board Treasurer moved that the February 28, 2012 Board meeting minutes be approved as presented. Paula Smith, Board Member seconded the motion. Motion Carried.</p>

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<p>Treasurer's Report Overview of 2011 Financial Statements Continued</p>	<p>Through a PowerPoint presentation, Mr. Wilson shared highlights of the 2011 audit.</p> <p>Balance Sheet:</p> <ul style="list-style-type: none"> • Cash and Cash Equivalents \$ 7,341,141 • Investments \$ 2,063,024 • Receivables from Agencies \$ 1,278,607 • Taxes Receivable \$ 3,806,814 • Property and Equipment \$15,235,017 • All Other Assets \$ 1,209,347 • Payables \$ 1,421,695 • Accrued Expenses \$ 495,160 • Deferred Revenue \$ 70,083 • Long-term Obligations \$ 2,427,137 <p>Expenses By Category:</p> <ul style="list-style-type: none"> • Management and General \$ 1,385,629 • Program \$13,714,718 <p>The above two figures show that eitas is spending much more on individuals with developmental disabilities and related support programs than their administrative expenses. This is exceptional and a very positive GNA for any company. Many companies spend upwards of 25-30% on management and general expenses.</p> <p>Net Income Analysis:</p> <ul style="list-style-type: none"> • Support and Revenue \$13,817,248 • Expenses \$15,100,347 • Net Loss \$(1,283,099) 	

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<p>Treasurer's Report Overview of 2011 Financial Statements Continued</p> <p>Agency Presentation Southeast Enterprises</p> <p>Committee Reports Property</p>	<p>Although there was loss - cash flow increased cash by \$1.5M during 2011.</p> <p>In closing, Mr. Wilson noted that the Financial Statements were reported to be materially correct and found to be of the highest quality.</p> <p>Dee Ann Stock, Executive Director for Southeast Enterprises, Inc. came before board members and opened her presentation by sharing a history of almost 30 years with the company.</p> <p>Southeast Enterprises is a sheltered workshop that was incorporated as a Missouri not-for-profit agency by concerned parents and business persons in November 1975. Southeast currently has grown from a program with 30 employees and 3 staff to one with 163 employees and 17.5 staff. The level of support with their employees varies greatly from very high to very low depending on the needs of the individual.</p> <p>The mission of Southeast is to provide a safe work environment and challenging and rewarding employment opportunities for Jackson County citizens who have intellectual and developmental disabilities. In order o provide quality services and maintain a safe and compassionate work environment, staff at Southeast are trained to utilize person centered thinking and gentle teaching techniques. Southeast is CARF accredited in the area of Organizational Employment Services and ISO accredited to assist them improve the quality of services to both employees and customers while allowing them to increase their marketing capabilities.</p> <p>Jake Jacobs, Executive Director provided the Property Committee Report as John Humphrey, Member was absent. Mr. Jacobs stated</p>	<p style="text-align: center;">Information</p>

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<p>Committee Reports Property Continued</p>	<p>that information was shared about the roof at Southeast and the leaking problems. Each problem was fixed, but has not held and the time has come to be looking at a major renovation. Two years ago an estimate of \$250,000 was given to replace about 20,000 square feet of the roof.</p> <p>JobOne in Independence has had new flashing installed and eitas has been assured that the bed bug problem has been eradicated at the 36th Street residence. Due to aging residents and limited accessibility within the structure residents at this location are still scheduled to be re-located.</p> <p>In the later part of the Property Committee meeting members were presented with a paper titled "Eitas' Property Values and Costs" which listed the properties owned by eitas and the provider utilizing it. For all properties eitas owns the total replacement figure for this year would be \$32,561,645 and the total annual insurance premium on these properties is \$104,788. In the last five years eitas has paid \$2,243,565 for upkeep and renovations of these properties.</p>	<p style="text-align: center;">Information</p>
<p>Committee Reports Planning & Services</p>	<p>Barbara Winkler, Planning and Services Committee Chair opened her report by sharing that Nancy Nicolaus presented a monthly report to board members and shared that of the twenty-five eitas agencies divided between the Support Specialists to monitor most agencies are doing well, but a few issues have evolved that required special attention in agencies adhering to the requirements of their eitas contract.</p> <p>Kathy Marlatt, Deputy Director made the monthly Service Coordination report and shared that eitas Service Coordinators (SC) are currently supporting 1,151 individuals. Eitas Services Coordinators have depleted the eitas wait list and are awaiting records from the Kansas City Regional Office.</p>	

