

Developmental Disability Services of Jackson County - eitas  
**Board of Directors Meeting**  
 August 25, 2015

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p><b>Attendance</b></p> <p><b>Call to Order</b></p> <p><b>Secretary's Report</b></p> <p><b>Treasurer's Report</b></p>	<p>Tammy Kemp, John Humphrey, Russell Jones, Betty Sharp and Barbara Winkler, Board Members. Absent: Paula Smith, Anita Parran and Mark McCaskill. A quorum of board members was present. Mark Riley, Nancy Nicolaus, Earlene Clayton, Jake Jacobs and Kathleen Ganaden, Staff. Guests: Charlene Adams, Tim Wholf, Willa Robinson, Brian Hogan, Melody Harder, Janet Guinn and Andisa Turner.</p> <p>John Humphrey, Board Chair called the meeting to order at 6:00PM at Administration Building of Developmental Disability Services of Jackson County - eitas located at 8511 Hillcrest, Kansas City, Missouri.</p> <p>Tammy Kemp, Board Secretary inquired if there were any questions to the July 28 board meeting minutes. There were no questions or changes to be made. <b>Motion:</b> John Humphrey, Board Chair moved to accept the July 28, 2015 board meeting minutes as presented. Barbara Winkler seconded the motion. <b>Motion Carried.</b></p> <p>With the absence of Anita Parran, Board Treasurer, Jake Jacobs, Executive Director presented the unaudited financial highlights for June 2015.</p> <p><u>June Financial 2015 Highlights:</u></p> <ul style="list-style-type: none"> <li>• Operating Cash Balance at the end of June was \$7.3M</li> <li>• Total Investments at the end of June were \$2.0M</li> <li>• Total Liabilities at the end of June were \$3.8M</li> <li>• Operating Revenues at the end of June were \$1.3M</li> <li>• Operating Expenses at the end of June were \$1.7M</li> <li>• Net Operating Loss for June was (\$426,300)</li> <li>• After depreciation, Net Loss for June was (\$492,800)</li> </ul> <p>This concluded the June 2015 unaudited financial report.</p>	<p style="text-align: center;">Information</p> <p style="text-align: center;"><b>Motion:</b>                  John Humphrey, Board Chair moved to accept the July 28, 2015 board meeting minutes as presented. Barbara Winkler seconded the motion.  <b>Motion Carried.</b></p>

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<p><b>Presentation: Blue Valley Industries</b></p>	<p>Brian Hogan, Executive Director for Blue Valley Industries (BVI) opened his report by thanking the board for inviting Blue Valley Industries and offering them the opportunity to share information.</p> <p>Mr. Hogan shared that in the 2015 Blue Valley funding request they had asked for an additional \$15,000 as they were looking for outside community options for the people they serve and by the end of their presentation at today's meeting it is his hope that members will have a good idea of how those funds were spent along with what they are doing for those individuals in-house.</p> <p>Blue Valley believes that everyone should have the opportunity to work and earn money and in support of this belief Blue Valley has utilized supports and services that are built around the desires and needs of the people they serve. Services are designed to foster self advocacy, independence, community integration and job skill development. Each person is supported in identifying their employment goals and gains the skills they need to strive toward their dreams.</p> <p>Funding from eitas for 2015 has been about 31% of Blue Valley's core budget. Those funds have been utilized for helping with expenses for staff that have daily interaction with the people they serve; helping with operational and facility costs and with costs for staff training.</p> <p>Melody Harder, Personnel/Case Manager for BVI was introduced and presented basic information about the people supported through BVI services. In 2015 BVI is providing services for 95 persons. Three individuals have moved to community employment and two are working with VR and are actively seeking jobs.</p> <p>Janet Guinn, Transition Case Manager for BVI was introduced and she explained her responsibilities such as spending 1 to 1 time with all new employees and career exploration with individuals considering transitioning to employment and long term follow-up with individuals after receiving their employment.</p>	<p><b>Information</b></p>

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<p><b>Presentation: Blue Valley Industries Cont.</b></p> <p><b>Property Committee Report</b></p> <p><b>Planning &amp; Services Committee Report</b></p>	<p>In closing, Andisa Turner, a 16 year employee at BVI was introduced so she could share her employment success story and praise for Blue Valley Industries on-going support in helping her find and retain employment.</p> <p>John Humphrey, Property Committee shared that the committee met earlier in the month and received an updated eitas facility report from Marvin Blake, Facility and Maintenance Coordinator.</p> <p>Highlights from Mr. Blake's report included updating members about White Oaks, a Special Neighbors, Inc. residence and how a respective neighbor has been complaining about drainage problems.</p> <p>To resolve this problem eitas is working with Jackson County Legislator, Theresa Galvin, the City of Kansas City and the Missouri Department of Conservation in efforts to resolve the problem and develop a plan for drainage and future land use in the flood plain portion of this property.</p> <p>Another Special Neighbors residence, Manor House on Holke Road is being vacated by the provider. Once the property is vacated eitas will prepare it for sale.</p> <p>As Barbara Winkler, Planning and Services Committee Chair was absent, Tammy Kemp, Board Secretary presented the report. Ms. Kemp opened her report that sharing information from Bob Rice, eitas Transportation Center Manager.</p> <p>Mr. Rice shared that they have been actively interviewing candidates in an attempt to bring their staffing level back up to being fully staffed and after many weeks of waiting the new driver uniforms arrived and made everyone very happy.</p> <p>Nancy Nicolaus, Agency Relations Supervisor shared that planning continues for the September GTI Conference. To date the conference has 125 registrations. Volunteers have been organized and will function as presentation hosts and work with registrations.</p>	<p style="text-align: center;"><b>Information</b></p>

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<b>Committee Reports</b>	<p>Mark Riley, Deputy Director provided the Support Coordination report to the committee and shared that they have been actively interviewing to fill the vacancies within the five Support Coordination teams.</p> <p>Eitas Support Coordination is currently providing services to 1,787 individuals with 148 on Medicaid wait list and 203 on no Medicaid list.</p> <p>Amanda George, Training &amp; Development Supervisor presented attendance totals for training classes offered to date in August and acknowledged Field Trainer, Andre Gillette for her dedicated training of new Support Coordinators.</p> <p>This concluded Ms. Kemp's committee report.</p>	<p><b>Information</b></p>
<b>Executive Director's Report</b>	<p>Jake Jacobs, Executive Director opened his report by sharing highlights from a 2006 Executive Report that highlighted his first eight months with eitas and noted how much things have changed since then.</p> <p>Mr. Jacobs then noted a Habitat for Humanity flyer in member's board packet. The flyer denotes a ground breaking ceremony on September 2<sup>nd</sup> for a new home to be built for a family of five. Two individuals in the family are supported through eitas Support Coordination.</p> <p>The home is made possible through the combined efforts of eitas and Truman Heritage Habitat for Humanity.</p>	<p style="text-align: center;"><b>Motion:</b>                      Tammy Kemp moved and John Humphrey seconded the following Resolution:  <u><b>Tax Levy Resolution</b></u>                      On this 25th day of August, 2015, be it hereby resolved that the nonbinding projected tax levy for tax year 2015 for Developmental Disability Services of Jackson County - eitas be set at the rate of \$0.0753.</p>
<b>2015 Tax Levy</b>	<p>Mr. Jacobs shared with members that the 2015 Tax Levy needed to be set; and set at the same rate as last year or \$0.0753. Members agreed and passed the following Resolution. <b>Motion:</b> Tammy Kemp moved and John Humphrey seconded the following resolution: Tax Levy Resolution. On this 25th day of August, 2015, be it hereby resolved that the nonbinding projected tax levy for tax year 2015 for Developmental Disability Services of Jackson County - eitas be set at the rate of \$0.0753. <b>Motion Carried.</b></p>	<p style="text-align: center;"><b>Motion Carried.</b></p>

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Resolution for Healthcare Foundation Grant	<p>John Humphrey, Board Chair was then asked to sign a resolution pertaining to the new \$90,000 Healthcare Grant, 912-FY15-4046.</p> <p><b>Motion:</b> Tammy Kemp, Board Secretary moved that the following resolution for the healthcare grant be approved and signed. Betty Sharp seconded the motion. <b>Resolution:</b> That Jake Jacobs, Executive Director for Developmental Disability Services of Jackson County - eitas, be designated as the signing authority for the Health Care Foundation of Greater Kansas City grant, 912-FY15-4046. Above resolution approved at the Developmental Disability Services of Jackson County - eitas Board of Directors meeting on August 25, 2015. Attested by: John Humphrey, Board Chair</p>	<p style="text-align: center;"><u><b>Resolution</b></u></p> <p>That Jake Jacobs, Executive Director for Developmental Disability Services of Jackson County - eitas, be designated as the signing authority for the Health Care Foundation of Greater Kansas City grant, 912-FY15-4046. Above resolution approved at the Developmental Disability Services of Jackson County - eitas Board of Directors meeting on August 25, 2015.</p>
Old Business	<p>New Board Member, Russell Jones shared with everyone that he retired from his law firm last year, but that he has a very modest continuing relationship with the law firm that represents some of eitas clients, but because he is no longer connected to the profits of the law firm he doesn't believe there is a conflict of interest. This is a very short term issue and should something arise as to where there might be doubt, Mr. Jones will reclude from voting.</p>	
Public Comment	<p>Charlene Adams shared comments.</p>	
Adjournment	<p>There being no further business the public meeting ended at 6:35PM.</p> <p>John Humphrey, Board Chair made the following <b>Motion:</b> I move 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 a legal matter. The Closed Session is expected to last 20 to 30 minutes. <b>Motion Passed.</b></p> <p>Respectfully submitted,</p> <p>Tammy Kemp, Board Secretary</p>	<p style="text-align: center;"><b>Motion:</b></p> <p>I move 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 a legal matter. The Closed Session is expected to last 20-30 minutes. Tammy Kemp seconded the motion. <b>Motion Passed.</b></p>