

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 October 23, 2012

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|--|---|--|
| <p>Attendance</p> <p>Call to Order</p> <p>Secretary's Report</p> <p>Treasurer's Report September 2012 Financials</p> | <p>Anita Parran, Paula Smith, Tammy Kemp, John Humphrey, Mark McCaskill, Melissa Robinson, Betty Sharp, Barbara Winkler and Candace Cunningham, Board Members. Amanda George, Nancy Nicolaus, Earlene Clayton, Kathy Marlatt, Jake Jacobs and Kathleen Ganaden, Staff. Guests: Sarah Mudd, Sharon Higney, Jeff Case, Charlene Adams and Jim Johnson. A quorum of board members was present.</p> <p>Anita Parran, Board Chair called the meeting to order at 6:00PM at the eitas Administrative offices located at 8511 Hillcrest, Kansas City, Missouri.</p> <p>Board Chair, Anita Parran inquired if there were any questions or changes to the September 25, 2012 board meeting minutes. There were none. Motion: Tammy Kemp, Vice Chair moved to accept the September 25, 2012 minutes as presented. Mark McCaskill, Treasurer seconded the motion. Motion Carried.</p> <p>Mark McCaskill, Treasurer, shared the financial highlights for <u>September 2012</u>:</p> <ul style="list-style-type: none"> • Total liabilities at the end of September were \$3.5M • Operating revenues for September were about \$1.1M • Operating expenses for September were \$924,493 • Net Income for September was \$171,671 • YTD Net Loss from operations was <\$200,849> • After depreciation and gain/loss on disposal of assets, the YTD net loss was <\$880,143> • Operating Cash balance at the end of September was \$3.9M. • Total Investments at the end of September were \$2.0M <p>Mr. McCaskill inquired if there were any questions and there were none. This concluded the financial report for September.</p> | <p style="text-align: center;">Information</p> <p style="text-align: center;">Motion: Tammy Kemp, Vice Chair moved to accept the September 25, 2012 minutes as presented. Mark McCaskill, Treasurer seconded the motion. Motion Carried.</p> |

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 October 23, 2012

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|---|---|--|
| <p>Agency Presentation Center for Developmentally Disabled</p> | <p>Jim Johnson, Executive Director and Sarah Mudd, Program Director for Center for Developmentally Disabled (CDD) made a presentation before board members about CDD.</p> <p>CDD is a private, CARF accredited, not-for-profit corporation established in 1972. The agency provides residential support and life skills training to adults with developmental disabilities. The agency employs more than 130 people who offer personal and caring support services to about 100 individuals. A new employment service program has just been initiated with three individuals enrolled.</p> <p>In closing, CDD extended appreciation to eitas with special thanks to Nancy Nicolaus and the maintenance team at the eitas Transportation Center.</p> | <p style="text-align: center;">Information</p> |
| <p>Committee Reports</p> | <p>Committee reports were received from the Property, Support Coordination and Training departments.</p> | <p style="text-align: center;">Motion:</p> |
| <p>Closed Session</p> | <p>During the Property Committee report a motion was made at 6:22 PM for members to go into Closed Session. Motion: Betty Sharp, 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 real estate issues. Barbara Winkler, Member seconded the motion. Motion Carried.</p> | <p>Betty Sharp, 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 real estate issues. Barbara Winkler, Member seconded the motion. Motion Carried.</p> |
| <p>Out of Closed Session</p> | <p>At 6:28 PM members came out of Closed Session and passed two Resolutions that named Jake Jacobs, Executive Director, as the Board's representative in matters relating to the negotiation and/or sale of the real estate discussed.</p> | |

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 October 23, 2012

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|--|---|---|
| <p align="center">Executive Director Report</p> <p align="center">Old Business</p> | <p>Authorizing Resolutions:</p> <p>Be it Resolved: The Board of Directors name Jake Jacobs, Executive Director, as the Board's representative of Developmental Disability Services of Jackson County - eitas in matters relating to the negotiation and/or sale of the property formerly known as the Questover residence situated at 720 East 36th Street, Kansas City, Missouri Resolution passed this date, October 23, 2012</p> <p>Be it Resolved: The Board of Directors name Jake Jacobs, Executive Director, as the Board's representative of Developmental Disability Services of Jackson County - eitas in matters relating to the negotiation and/or sale of the property formerly known as the Sunshine Center situated at 607 West Lexington, Independence, Missouri. Resolution passed this date, October 23, 2012</p> <p>Motion: Tammy Kemp, Vice Chair moved to approve the above two Resolutions as presented and Barbara Winkler, Member seconded the motion. Motion Carried.</p> <p>Jake Jacobs inquired if there were any questions to the report previously submitted. There were none.</p> <p>Mr. Jacobs shared that an open house is scheduled in early November for the first house built by Habitat in partnership with eitas for a married couple supported by Special Neighbors. Habitat is pleased with this endeavor and would like to partner with eitas on more houses for individuals with disabilities. A meeting is set for Habitat to meet with residential providers on November 7th to explore more partnerships.</p> <p>None.</p> | <p>Authorizing Resolutions:</p> <p>Be it Resolved: The Board of Directors name Jake Jacobs, Executive Director, as the Board's representative of Developmental Disability Services of Jackson County - eitas in matters relating to the negotiation and/or sale of the property formerly known as the Questover residence situated at 720 East 36th Street, Kansas City, Missouri Resolution passed this date, October 23, 2012</p> <p>Be it Resolved: The Board of Directors name Jake Jacobs, Executive Director, as the Board's representative of Developmental Disability Services of Jackson County - eitas in matters relating to the negotiation and/or sale of the property formerly known as the Sunshine Center situated at 607 West Lexington, Independence, Missouri. Resolution passed this date, October 23, 2012</p> <p>Motion: Tammy Kemp, Vice Chair moved to approve the above two Resolutions and Barbara Winkler, Member seconded the motion. Motion Carried.</p> |

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 October 23, 2012

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|---|---|--|
| <p>New Business Review of 2013 Funding Application</p> | <p>Prior to tonight's meeting, Mr. Jacobs had presented members with a FY 2013 first draft budget with comments and recommendations. Members were asked to review the proposed budget thoroughly.</p> <p>Mr. Jacobs noted that with the losses sustained in 2012 he has had to look where we can cut our costs and reduce expenses to manageable levels in the current economic environment. This means cuts to almost every department and no major renovations to any of our facilities, with only routine maintenance and upkeep. These changes will help keep expenditures down significantly.</p> <p>The 2013 operational budget includes all departments and services. As a major part of eitas revenues are connected to support coordination's Medicaid billings, as well as the costs to maintain that department. Service Coordination is a state function and needs to support itself apart from tax levy funds. As it takes several months for a new team to get up to speed and begin billing at a level that supports their costs, Mr. Jacobs has elected, at this point, to not add any additional support coordination teams in 2013 until we are comfortable that all of our expenses are covered appropriately. A separate spreadsheet on Support Coordination Profitability has been added to show the projected surplus to be realized in 2013. This surplus will then be used to provide more services through transportation and the Hope Waiver. Mr. Jacobs went on to discuss key areas of the recommended budget and answered questions.</p> <p>Mr. Jacobs reminded members that this is the first draft of the 2013 budget developed from projected revenues and expenditures through August 2012, as well as planned needs in 2013. As new information is gathered from September and October financials, Mr. Jacobs will be tweaking the budget should changes need to be made. Members will be sent a revised budget with any changes noted.</p> | <p style="text-align: center;">Information</p> |

Developmental Disability Services of Jackson County - eitas

Board of Directors Meeting

October 23, 2012

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|--|--|--|
| <p>Public Comment</p> <p>Adjournment</p> | <p>Comments were received from Charlene Adams and a gift of apples for eitas board members and staff.</p> <p>There being no further business a motion was made to adjourn. Motion: Barbara Winkler, Member moved that the meeting be adjourned and John Humphrey, Member seconded the motion. Motion Carried. The meeting adjourned at 7:24 PM.</p> <p>Respectfully submitted,</p> <p>Paula Smith, Board Secretary</p> | <p>Information</p> <p>Motion: Barbara Winkler, Member moved that the meeting be adjourned and John Humphrey, Member seconded the motion. Motion Carried.</p> |