



Board Meeting Minutes

April 24, 2018

Call to order

Anita Parran 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 April 24, 2018 at 6:03 pm.

Attendance

Attendees included Anita Parran, Lisa Honn, George Mitchell, Tammy Kemp, Tedi Rowland, Elizabeth Moran Board members. A quorum of board members was present. Jake Jacobs, Sylvia Greene, Tom Holcomb, Kristen Yates, Tracy Mauk, Mark Riley, Amanda George, Staff. Scott Helm Needs Assessment Presentation, Aaron Martin, Delores Buffa JobOne, Scott Helm.

Introduction of Board and Guests

Ms. Parran asked the attendees to introduce themselves.

Secretary's Report

Ms. Parran inquired if there were any changes or questions to the March 24, 2018 Board Meeting Minutes. Ms. Rowland moved to approve, Mr. Mitchell seconded the motion. Motion to approve, motion carried.

Treasurer's Report

Ms. Rowland reported at the quarters end of March we had a cash balance of \$10.4M, total assets of \$27.4M, total liabilities of \$2.7M, YTD income is just below \$364K, which is up from previous year. The finance committee passed authorization to add an additional \$1M to our investment plan, we are moving from \$2M to \$3M. We are putting the additional \$1M in T-bills and bonds that will mature in 2019.

Presentation

Dr. Scott Helm, UMKC Midwest Center for Non-Profit Leadership. Dr. Helm introduced a better and more innovative way to do a needs assessment for eitas. He addressed how they will address things that normally do not show up in a traditional needs assessment. This assessment will give information covering people we serve and the ones we do not serve. Ms. Honn asked for more information on the people we do not serve and how we will reach that group. Dr. Helm is proposing working with people directly, not mailing surveys asking what they need. He and his staff will be meeting with people and getting stories about needs, aspirations, what their day looks like, etc. After collecting that information, they will share with agencies we serve and work on offering services that address these needs. Ms. Moran asked about getting to the people we do not serve. Dr. Helm says they will reach out to our current agencies get information on where to find the unserved, but also work with churches, schools, hospitals. Once Dr. Helm starts the "getting stories" process from current agencies, this will lead to the unserved community. Dr. Helm will not work on verifying what we already know but reaching out to the people we know to get leads on who are not getting served.

Ms. Parran called for a vote on the project proposal for the Needs Assessment from UMKC, Ms. Rowland made motion, Ms. Honn seconded, all in favor. Motion approved.

Committee Reports

Ms. Parran gave an update on the review of bylaws. Ms. Kemp, Mr. Humphrey and Ms. Parran have made three changes to the bylaws. Ms. Parran asked that one of the attorneys on the board review the changes. She stated that we will need to take a vote on the changes at the next board meeting. Ms. Parran also discussed the re-election process that will take place in November of this year. Ms. Rowland wanted to review that the Sunshine Law pertaining to our electronic vote process. She pointed out that there is a 24-hour notice that must be posted regarding the electronic voting process. Ms. Rowland also reviewed the closed meeting process according to the Sunshine law.

Ms. Parran reported that she and Mr. Mitchell are working on a Board newsletter that will be given to staff. It will be distributed very soon.

Executive Director's Report

Jake Jacobs, Executive Director gave report. Mr. Jacobs asked for questions regarding his report. He shared a mock-up of art work for signage in the lobby of 8511. The board was receptive to the design and the price of the signage. Ms. Kemp asked about the restructure plan for eitas. Mr. Jacobs went over the plan, he asked for feedback. He discussed the need for a communications director position. Mr. Jacobs reviewed the restructured organizational chart addressing the most critical changes and explained that this is a long process that will happen over a number of months.

New Business

None

Old Business

Ms. Parran talked about the nominating committee for new board positions. They are as follows:

Elizabeth Moran - Chair

Lisa Honn - Vice Chair

Tedi Rowland - Secretary

George Mitchell - Treasured

Ms. Rowland made a motion to elect the proposed slate of officers, Ms. Honn seconded motion. The motion was approved.

Public Comment

None

Announcements

Adjournment

There being no further business, Ms. Parran adjourned meeting at 7:09 pm.