

Developmental Disability Services of Jackson County - eitas  
**Board of Directors Meeting**  
 December 6, 2016

Topic/Issue	Minutes	Summary of Action Taken or Pending Information
<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>Anita Parran, Melesa Johnson, Tammy Kemp, Russell Jones, Lisa Honn, India Williams, and Paula Smith, Board Members. Absent: Betty Sharp and John Humphrey. A quorum of board members was present. Jake Jacobs, Nancy Nicolaus, Earlene Clayton, Anne Whalen and Kathleen Ganaden, Staff. Guests: Charlene Adams and Rebecca Case.</p> <p>Tammy Kemp, Board Vice-Chair called the meeting to order at 6:00PM at the Administrative offices of Developmental Disability Services of Jackson County - eitas located at 8511 Hillcrest, Kansas City, Missouri.</p> <p>Paula Smith, Board Secretary inquired if there were any changes or questions to the October 25, 2016 Board meeting minutes. There were none.</p> <p><b>Motion:</b> Lisa Honn, Member moved to approve the October 25, 2016 minutes as presented. Anita Parran, Board Member seconded the motion. The October 25, 2016 board meeting minutes were approved as presented. <b>Motion Carried.</b></p> <p>Mr. Jones shared that the finance committee had four topics they wanted to cover in the meeting. The first topic was to review the 2016 Unaudited September 2016 financial statements presented by Earlene Clayton, Fiscal Manager.</p> <p><u>September 2016 Unaudited Financial Highlights:</u></p> <ul style="list-style-type: none"> <li>• Operating Cash balance at the end of September was \$5.5M</li> <li>• Total investments at the end of September were \$2.0M</li> <li>• Total liabilities at the end of September were \$1.3M</li> <li>• Operating expenses for September were about \$1.1M</li> <li>• Net Operating Income for September was \$260,153</li> <li>• After depreciation, net income for September was \$152,959</li> </ul> <p>Mr. Jones shared that eitas suffered a loss of about \$45,000 on disposal of the property at 607 W. Lexington. The property was recorded on eitas</p>	<p style="text-align: center;"><b>Motion:</b>                  Lisa Honn, Member moved to approve the October 25, 2016 minutes as presented. Anita Parran, Board Member seconded the motion. The October 25, 2016 board meeting minutes were approved as presented.  <b>Motion Carried.</b></p>



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<p><b>Committee Reports</b></p> <p><b>Executive Director's Report</b></p>	<p>No reports, as there was no Property and/or Planning &amp; Services Committee reports in December.</p> <p>Jake Jacobs, Executive Director covered highlights of his December 2016 report by sharing the following information:</p> <ul style="list-style-type: none"> <li>• KCATA (Kansas City Area Transportation Authority) is still reviewing our routes and ways to assist us in being more efficient. Confirmation was received that the 10 buses we were approved to receive in 2017 are still in the works - but much is dependent on the new federal administration.</li> <li>• State Legislature - No news from Governor Grietens office yet. More will be known once the new legislative session kicks in. Possible budget cuts are a concern.</li> <li>• Building Security - Our Transportation Center on James A. Reed Road is about 95% complete with the new security system. Once completed we will have working exterior and interior cameras that can be accessed via cell phones and internet. Eventually all eitas locations will be tied to one system and access will be via access card. Board members need to decide if they want access cards. Members will need an access card or we will need to keep a security person on schedule so that members can enter and exit the 8511 building.</li> <li>• Targeted Case Management (TCM) Contract - No movement on contract to date. Mr. Jacobs believes that the Department of Mental Health (DMH) is waiting to see how our TCM cost reports affect the new rate</li> <li>• Remodeling - work to revamp and expand the restrooms on the second floor at 8511 continues and should be completed by the end of December. Work is also underway to expand the staff parking lot at the Transportation Center.</li> </ul>	<p><b>Information</b></p>

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<p><b>New Business</b>  <b>2017 Meeting Schedule</b></p> <p><b>Old Business</b>  <b>FY2017 Budget</b></p>	<ul style="list-style-type: none"> <li>• Video - Continuing our partnership with Films for Humanity our next film will be about successful community employment for a person we support.</li> </ul> <p>In closing, Mr. Jacobs drew members attention to material in their board packets titled "Missouri Proclamation of Equal Rights for People with Disabilities" issued this past November.</p> <p>Members voted to approve the 2017 Board meeting schedule. <b>Motion:</b> Paula Smith, Board Secretary moved to approve the 2017 schedule as presented. Anita Parran, Member seconded the motion. <b>Motion Carried.</b></p> <p>Jake Jacobs, Executive Director opened discussion by sharing that he would like members to approve funding at the level discussed in October, and then six months into the year revisit with all the providers and see how they are doing financially, where they are at with their new funding and look at it again. At this point we have about \$160,000 surplus compared to the 2016 funding level. Mr. Jacobs would like members to look at using some of that money at encouraging outside employment at some of the workshops. Members discussed and agreed to try the above suggestion with the \$160K.</p> <p>Russ Jones, Board Treasurer raised questions about funding approval of agencies who had received large rebasing amounts. Mr. Jacobs shared that each of those agencies was contacted and asked what they would be spending rebasing and any funds from eitas on. And, they replied and explained what they were spending the funding on. Mr. Jacobs shared that he was very satisfied with the responses and how this new funding is going to impact services. For the most part, funds are going to be spent on increased salaries, better staff training, and increased benefits to retain good staff, etc. so Mr. Jacobs did not feel their requests were out of line at all - at this point.</p>	<p style="text-align: center;"><b>Information</b></p> <p style="text-align: center;"><b>Motion:</b>                  Paula Smith, Board Secretary moved to approve the 2017 schedule as presented. Anita Parran, Member seconded the motion.  <b>Motion Carried</b></p>



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<b>Public Adjournment</b>	Respectfully submitted,  Paula Smith Board Secretary	<b>Information</b>