

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 April 25, 2017

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</p> <p>Provider Presentation Developing Potential, Inc.</p>	<p>Betty Sharp, Tammy Kemp, Russell Jones, Lisa Honn, India Williams, and Paula Smith and John Humphrey. Absent: Anita Parran. A quorum of board members was present. Jake Jacobs, Mark Riley, Nancy Nicolaus, Earlene Clayton, Kristen Yates, Amanda George, and Kathleen Ganaden, Staff. Guests: Melody Scott, Charlene Adams, Mary Theis, Kari Wiss, Amy Cox and Rebecca Case.</p> <p>John Humphrey, Board Chair called the meeting to order at 6:05PM 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 March 28, 2017 Board meeting minutes. There were none. Motion: Russell Jones, Board Treasurer moved to approve the meeting minutes for March 28, 2017, as presented. Lisa Honn, Member seconded the motion. Motion Carried.</p> <p>Russ Jones, Finance Committee Chair opened his report by sharing that the committee met earlier in the afternoon. The committee briefly discussed the delay in the financial statement preparation process taking into consideration getting new staff up-to-date and all the work that went into preparation for the audit; the financials are now expected to be caught up in May.</p> <p>The second item is to advise members that the committee continues to work on the Reserves Policy project, of which a significant portion of the project was completed this afternoon.</p> <p>Rebecca Case, Mary Theis, Kari Wiss, and Amy Cox all representing Developing Potential, Inc. (DPI) came before board members to share information about their agency. Rebecca Case, Executive Director shared a story about how she came to develop the agency some 24 years ago. The</p>	<p>Information</p> <p>Motion: Russell Jones, Board Treasurer moved to approve the meeting minutes for March 28, 2017, as presented. Lisa Honn, Member seconded the motion. Motion Carried.</p>

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<p style="text-align: center;">Provider Presentation Developing Potential, Inc. Continued</p>	<p>mission of Developing Potential is to provide quality day services to people having developmental disabilities and support those individuals to reach their fullest potential. The agency provides day services at three different locations; Kansas City, Independence and Lee's Summit.</p> <ul style="list-style-type: none"> • DPI's Day Services provide a medical model program which encourages participants to achieve personal goals for self-care and independence. Skills are developed in the areas of personal hygiene, physical fitness, sign language, general communication, creativity, fine motor skills, household maintenance, money skills and social skills. • The Community Integration program helps participants refine skills learned in day services by participating in volunteer, wellness and social activities. Individuals learn to use public transportation, count money, shop for groceries, pay bills, participate in wellness activities and develop relationships beyond family and DPI staff. • DPI Employment Connections program seeks meaningful employment for those with the desire to work. The program seeks employment opportunities uniquely suited to each person's interests, abilities, and goals. <p>DPI is a holistic program that focuses on Body, Mind and Spirit of the individuals they support seeking to build strength, foster independence and be a vehicle for changing lives.</p>	
<p style="text-align: center;">Property Committee Report</p>	<p>John Humphrey, Properties Committee, Chair shared that earlier in the month Marvin Blake, Facilities and Maintenance Coordinator came before members to share information about eitas properties.</p> <p>At the 8511 Hillcrest property the elevator has had an updated door closing system installed. New cameras were also installed as part of the security system upgrade.</p>	

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<p style="text-align: center;">Property Committee Report Continued</p>	<p>At the 8508 Hillcrest property the security company is finishing up programming and tweaking new cameras. The Transportation Center is seeking the last bid on parking lot repair and retaining wall.</p> <p>Other eitas properties included:</p> <ul style="list-style-type: none"> • Southeast Enterprises: parking lot repair and sidewalk for egress out of building. Pitch pots on roof repaired as well as faucet and drinking fountain. • Blue Valley Industries: Windows replaced from storm and three trees removed. • Rainbow II: Looking for fair priced fence company to repair fence from storm damage. • White Oaks (CDD): Securing bids for roof replacement and the addition of soffit vents. • Developing Potential-Independence: Roof repaired and drinking fountain installed. <p>Other properties involve weed control, system checks and checks on security lighting.</p>	
<p style="text-align: center;">Planning & Services Committee Report</p>	<p>Paula Smith, Planning & Services Committee Chair shared that the committee met earlier in the month and reports were received from various departments.</p> <p>Excerpts of those reports are as follows:</p> <p>Bob Rice, Transportation Center, Manager shared that the Transportation Center continues to evaluate new satellite vehicle tracking systems for the eitas fleet. The software program most recently evaluated was called Reveal.</p>	

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<p>Planning & Services Committee Report Continued</p> <p>Deputy Director Mark Riley</p>	<p>Joe Bink has purchased some used, but much needed equipment for the shop at \$10,000. Some of our old used equipment will be scrapped and/or sold.</p> <p>Nancy Nicolaus, Agency Relations Supervisor shared that she and Tracy Mauk have been providing support for a challenging resident at TNC and providing support to staff at Ability KC.</p> <p>Ms. Nicholas shared that according to new legislation Voc Rehab must come and train all workshop employees in the state by July 21, 2017 or they cannot continue employment in a workshop until they have had the training.</p> <p>Mark Riley, Deputy Director shared that he has requested from departments their list of projects/priorities to attend to. Purpose is to streamline efforts, get agreement on priorities and advance action and accountability.</p> <p>Internally, Mr. Riley has begun a crisis response team and proactive planning team.</p> <p>The revising of the Senior Support Coordinator position has been on hold due to revamping of responsibilities. This should be finished soon to re-open the position to SC's.</p> <p>Mr. Riley is also looking at options to open recruiting efforts to increase number and steady flow of applicants. In the transportation area signs have been ordered to adhere to back of busses that read: "Apply to Drive" with office phone number.</p>	<p>Information</p>

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<p style="text-align: center;">Executive Director's Report</p>	<p>Jake Jacobs, Executive Director opened his report by inquiring if there were any questions to his report previously submitted. There were none.</p> <p>Mr. Jacobs then announced that the Blue Springs former workshop did sell.</p> <p>About \$37,000 has been set aside for the continuing repair of the elevator at 8511 Hillcrest. The elevator doors have recently been upgraded.</p> <p>Mr. Jacobs shared that in reference to the TIF amendment that was passed last year and went into effect October 2016; the county has interpreted it one way and the state interpreted it another way. This amendment exempted eitas from TIF projects. However, when the County distributed tax funds this year; they took it to be retroactive as well so they gave eitas more money than actually deserved and so it appears they will be taking it back next year.</p> <p>Due to the Hancock Amendment eitas tax levy dollars will reduce by \$137,000.</p> <p>Mr. Jacobs was invited to attend the first meeting of the newly appointed Board of Children's Services Fund to offer advice on how best to serve the public with these new tax funds. It is projected to raise about \$15 million a year to support various children's services throughout the County. Since there are only two similar Boards in Jackson County - ours and the Mental Health levy, it is important they get off to the right start and Mr. Jacobs has offered to meet with them in the future.</p> <p>Mr. Jacobs inquired of members the possibility of foregoing a June board meeting due to conferences, vacations, etc. coming up in the summer months; members thought it was a good idea and therefore there will be no June board meeting.</p>	<p style="text-align: center;">Information</p>

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<p>New Business Authoring Resolution</p>	<p>For Mr. Jacobs to be able to negotiate terms related to the sale of the Blue Springs property and sign contracts related to the sale the following Authorizing Resolution was made and signed.</p> <p>Motion: John Humphrey, Chair moved to approve the following resolution and Betty Sharp, Member seconded: Authorizing Resolution: That Jake Jacobs, Executive Director for Developmental Disability Services of Jackson County - eitas, be designated the signing authority for the sale of property located at 900 SW Meadowridge Drive, Blue Springs, Missouri. Motion Carried.</p> <p>The above resolution approved at the Developmental Disability Services of Jackson County - eitas Board of Directors meeting on April 25th, 2017.</p>	<p style="text-align: center;">Information</p> <p>Motion: John Humphrey, Chair moved to approve the following and Betty Sharp, Member seconded the following: Authorizing Resolution: That Jake Jacobs, Executive Director for Developmental Disability Services of Jackson County - eitas, be designated the signing authority for the sale of property located at 900 SW Meadowridge Drive, Blue Springs, Missouri. Motion Carried.</p>
<p>Old Business</p>	<p>Election of Board Officers. Motion: Tammy Kemp, Vice-Chair moved to accept the slate of officers as outlined.</p> <ul style="list-style-type: none"> • Paula Smith, Chair • Anita Parran, Vice Chair • Russ Jones, Treasurer • India Williams, Secretary 	<p>Motion: Tammy Kemp, Vice-Chair moved to accept the slate of officers as outlined.</p> <ul style="list-style-type: none"> • Paula Smith, Chair • Anita Parran, Vice Chair • Russ Jones, Treasurer • India Williams, Secretary
<p>Public Comment</p>	<p>Lisa Honn, Member seconded the motion. Motion Carried.</p> <p>A comment was received from Charlene Adams.</p>	
<p>Adjournment</p>	<p>There being no further business the meeting was adjourned at 6:58PM.</p> <p>Respectfully submitted,</p> <p>Paula Smith, Board Secretary</p>	<p>Lisa Honn, Member seconded the motion. Motion Carried.</p>