

**Adair County SB40 Developmental Disability Board  
Board of Directors Meeting  
February 8, 2022**

**MINUTES**

**BOARD MEMBERS PRESENT:** Myra Collins, Don Crosby, Julie Lochbaum, John McConnell, Jeff Silvernail, Dale Stone, Tyson Treasure and Debra Wohlers

**BOARD MEMBERS ABSENT:** Latrisha Hicks

**STAFF PRESENT:** Crystal Amini-Rad, Julie Atchley, Tiffany Busch, Melissa Cline, and Sean Jacob

**GUESTS PRESENT:** Arthythe Curtis & Doug Nichting, Community Opportunities

**CALL TO ORDER:** The Board convened at the SB40 Community Learning Center, 1107 Country Club Drive, Kirksville, Missouri. Chairman Don Crosby called the meeting to order after determining that a quorum was present and the proper notice of an open meeting was posted in compliance with RSMO 610.020 (Sunshine Law).

**GRANT REQUEST:** Arthythe Curtis from Community Opportunities presented a request for \$50,000 to supplement their payroll for the year. They have 30 new customers, have expanded the upper level to include plastics, and aluminum recycling has doubled. All departments have had an increase in production. They are working to be more self-sustainable but still require some assistance at this time. The board will make a decision on this request at the March board meeting.

**BOARD EDUCATION:** Andy Magruder introduced Jessica Phillips. Andy has worked with Jessica for 6 years. She was in a car accident at the age of 16 and had a traumatic brain injury. She is working on her Bachelor's degree and hopes to continue on with a Master's program. She is very independent. She was denied Medicaid as an adult, Andy helped her appeal the decision but has so far been unsuccessful. Jessica said that she is very grateful for Andy's support and for the support of Adair County SB40.

**COMMUNITY LEARNING CENTER REPORT:** Melissa gave the CLC report for January. Melissa has started teaching Circles class. She has completed their first oral history with a person and plans to do more in the future. The Community Engagement conference planning is going well. The breakout sessions and key-note speaker have been chosen. We have received some really good sponsorships for the conference as well. They have several things planned in March for Disability Awareness month.

**MISSOURI STATE AUTISM BOARD UPDATE:** Dale gave an update on his meetings with the state autism board.

Dale left the meeting at 6:51 pm.

**MINUTES APPROVED:** A motion was made by John to approve the minutes of the January board meeting. Jeff seconded the motion, which was approved by the following vote: Myra Collins-aye, Don Crosby-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail, Tyson Treasure-aye, and Debra Wohlers-aye.

**FINANCIAL REPORTS:** Julie Atchley presented the financial statements for January.

**FUNDING REQUESTS/MONTHLY FUNDING REPORT:** Julie Atchley presented the summary of individual funding requests for the previous month. They consisted primarily of transportation and Personal Assistant Services. Total funds approved were \$6,836 for the month. Deb made a motion to approve the financial statements as presented. Julie Lochbaum seconded the motion, which passed

with the following vote: Myra Collins-aye, Don Crosby-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail, Tyson Treasure-aye, and Debra Wohlers-aye.

**PFH ANALYSIS:** Crystal presented the Partnership for Hope report for December.

**EMPLOYEE RELATIONS REPORT:** The quarterly 360 survey is complete, it will go out to employees at the beginning of March and a summary of the results will be presented at the April board meeting. The monthly employee relations meeting was held last Tuesday. In addition to the 360 survey the staff discussed GAM awards and how they feel about the new United Healthcare insurance plan.

**TCM UPDATE:** Sean gave the TCM report for January. The newer Service Coordinators continue to do well. We have several evaluations coming up for Service Coordinators.

**EXECUTIVE DIRECTOR'S REPORT:** Crystal presented her report for the previous month.

**OTHER BUSINESS/ANNOUNCEMENTS:**

Latrisha Hicks has submitted her resignation from the board so we will be looking for a new board member.

Discussion of agency grant request approval process: Crystal suggested voting on grant requests at a later time instead of taking an immediate vote when the request is presented to give everyone a chance to reflect on the request. Julie Lochbaum said it would be helpful to have time to research information on requests before voting on a decision.

Julie Lochbaum gave an update on the Greenwood Center project.

**NEXT MEETING:** The next regular board meeting will be held Tuesday, March 8, 2022 at 6 p.m. Meeting adjourned at 7:23 p.m.

Respectfully submitted by:

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Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on March 8, 2022.

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Don Crosby, Board Chairman