

**Adair County SB40 Developmental Disability Board**  
**Board of Directors Meeting**  
**April 16, 2019**

**MINUTES**

**BOARD MEMBERS PRESENT:** Don Crosby, Beverly Grubrich, Jo Hall, Susie Keim, Julie Lochbaum, John McConnell, Jeff Silvernail, Dale Stone and Tyson Treasure

**BOARD MEMBERS ABSENT:** None

**STAFF PRESENT:** Julie Atchley, Kim Baker, Tiffany Busch, Melissa Cline, Connie Johnson, Andy Magruder, Nancy Pennington and Virgie Scharn

**GUESTS PRESENT:** Dale Barrett and Tom Ireland, Community Opportunities; Bevan Flynn and Valerie Johnson, High Hope Employment Services; Janet Gooch, Truman State University; Missy Johns, Learning Opportunities; Cindy Jeffers, Brandi Welty and Michael Welty

**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).

**CLIENT PROFILE:** Andy introduced Michael and Brandi Welty who were married in December and both have impaired vision. Brandi showed us a device that she was able to get with funding through her waiver. The device scans bar codes from product labels and reads them out loud. Mike talked about working with computers and the software that he uses to read aloud what is on the screen. Brandi talked about how helpful ILSD services are to them when shopping. Andy was able to help them get a talking microwave that is all voice activated. Mike is originally from Michigan and has also lived in Ohio; he said that he was able to get services here in Adair County a lot easier and more quickly than any other place that he's lived. Andy is looking into getting them smart watches that will alert them to dangers such as a fire in the building. SB40 has funded dental copays and a blood glucose monitor for them. Brandi talked about how much she appreciates Andy and how helpful and respectful he is.

**BOARD EDUCATION:** Laura Mueth, Disability Program Specialist for the Missouri Governor's Council on Disability, joined us via video conference. She spoke about services they offer and their sponsorship of the Missouri Leadership Forum. She stated that they are all about independence and give an inclusive award and leadership award every year at the Power Up Conference. They offer two trainings on how a bill becomes a law and communicating with legislatures. They strive for legislative advocacy for everyone and have made it a priority to focus on educating individuals to share their experiences and knowledge with their legislatures. Laura sends out a legislative update to give people a chance to keep up with bills.

**MINUTES APPROVED:** A motion was made by John to approve the minutes of the March board meeting. Susie seconded the motion, which was approved by the following vote: Don Crosby-aye, Beverly Grubrich-aye, Jo Hall-aye, Susie Keim-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

**TREASURER'S REPORT APPROVED:** Julie Atchley presented the financial statements for March. We received a small pilot payment of \$236. The TCM budget is behind due to being down one Service Coordinator and another one on medical leave. She has posted the adjusting journal entries from the auditor. The workers' compensation audit was also held with no problem. There was no motion to approve the financial statements due to an error on the financial reports.

**FUNDING REQUESTS:** Nancy presented the summary of individual funding requests for the previous month. They consisted primarily of transportation, camp fees and dental treatment. Total funds approved were \$22,736 for the month. There are also two pending requests that we are still working on.

Bevan Flynn and Valerie Johnson from High Hope presented a funding request. They have applied for the Community Development Block Grant through the City of Kirksville to purchase the old Pepsi building, which would cover \$260,000 of the \$400,000 needed to purchase the building. They are asking for \$250,000 for the remaining amount they would need to purchase the building and renovate it to make the restrooms more accessible, widen the doorways and improve the parking lot. This would allow for new businesses and therefore more employment opportunities. Their current businesses allow them to provide supported employment to many people. They currently have recycling, a thrift store and a cleaning crew, and offer Personal Assistant services. In 2004 they opened Friendship Apartments and provide a 25% match to HUD. The Community Development Block Grant they have applied for is a fixed amount and they must have the rest of the needed funds approved before they will be eligible for to receive the grant. They currently have nine people on their waiting list. Valerie Johnson, chairperson of the High Hope board, says she has seen improvements in her son that are life changing and believes that High Hope makes a difference for a lot of people. The Block Grant has to be submitted by May 31<sup>st</sup>. The board will review the request and vote on it at the next board meeting.

**EMPLOYEE RELATIONS REPORT:** There is nothing to report at this time.

**EXECUTIVE DIRECTOR'S REPORT:** Nancy presented her report for the previous month. The employee retreat date is set for May 21<sup>st</sup> and will be held at Lost Branch Lodge. Caseloads are about the same. The new Service Coordinator, Jessica Guyton, will start May 1. The new conference room furniture has been assembled. The Department of Mental Health has reached out to MACDDS to fill vacancies on the Parent Advisory Councils. Nancy stated that the Midwest Leadership Institute was one of the best trainings she's experienced. The art show awards ceremony is next Thursday at 7pm.

**OTHER BUSINESS/ANNOUNCEMENTS:** Janet Gooch spoke about the need for a concept plan for the Greenwood Center and expertise on how to run the program and plan for the future. Nancy presented a proposal to spend up to \$90,000 total to engage consultant Natalie Parks to complete Phases I and II of the concept plan. Dale made a motion to approve the request as presented. Julie seconded the motion, which was approved by the following vote: Don Crosby-aye, Beverly Grubrich-aye, Jo Hall-aye, Susie Keim-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

Dale Barrett from Community Opportunities introduced their new Executive Director, Tom Ireland. Tom has been employed with Community Opportunities for the past two years and said he is happy to be there and loves working with the individuals.

Nancy handed out copies of the Strategic Plan draft from Cyndi Johns to board members, which includes an updated mission. The vision and values are not yet updated. She recommended we look at using value words in addition to statements. She suggested that the board and management team work together to develop a framework instead of a detailed strategic plan. She then showed a video on being inclusive, which showed a lot of our own values that can be included in the framework.

**NEXT MEETING:** The next regular board meeting will be held Tuesday, May 14, at 6 p.m. Meeting adjourned at 7:38 p.m.

Respectfully submitted by:

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Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on May 14, 2019.

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Don Crosby, Board Chairman