

**Adair County SB40 Developmental Disability Board
Board of Directors Meeting
June 29, 2021**

MINUTES

BOARD MEMBERS PRESENT: Myra Collins, Don Crosby, Beverly Grubrich, Latrisha Hicks, Julie Lochbaum, Jeff Silvernail, Dale Stone, and Tyson Treasure

BOARD MEMBERS ABSENT: John McConnell

STAFF PRESENT: Crystal Amini-Rad, Julie Atchley, Tiffany Busch, Melissa Cline, Andy Magruder, Laura Morrow

GUESTS PRESENT: Ellen Cravens and Shelby Terrell; A.T. Still University (ATSU), Arthythe Curtis; Community Opportunities, Missy Johns; Learning Opportunities Quality Works (LOQW), Dr. Janet Gooch; Truman State University (TSU)

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).

MINUTES APPROVED: The minutes of the 5/11/21 board meeting were accepted without objection after no corrections or amendments were offered.

TREASURER'S REPORT APPROVED: Julie Atchley presented the financial statements for May and June. Myra made a motion to approve the financial statements as presented. Beverly seconded the motion, which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Beverly Grubrich-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

FUNDING REQUESTS: Julie Atchley presented the summary of individual funding requests for the previous month. They consisted primarily of transportation and dental treatment. Total funds approved were \$7,532.

Missy Johns from LOQW presented a funding request for \$4,825 for employees and individuals to attend the APSE conference in July. They would also use the funds to purchase hot spots to continue remote services and teach technological skills. Tyson made a motion to approve the request as presented. Beverly seconded the motion which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Beverly Grubrich-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

Shelby Terrell & Ellen Cravens from ATSU Community Mentors Project presented a funding request for \$9,706 to continue their programs. They also gave an update on their progress with the program. They created and implemented a project advisor committee, matched mentors with mentees, hosted two health fairs and created an end of year symposium. Dale made a motion to approve the request as presented. Myra seconded the motion which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Beverly Grubrich-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

Arthythe Curtis from Community Opportunities presented a funding request for the remaining \$45,000 that was requested in April to continue to be able to meet their payroll, general budget and make repairs to a box truck. Arthythe also gave an update on their operations. They now have 15 employees who are in SB40 services. They are evaluating some employees for a supported employment program. More than half employees are making over minimum wage. They have increased recycling and are looking into recycling plastics in the future. Dale made a motion to approve the request as presented. Myra seconded the motion which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Beverly Grubrich-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

Dr. Janet Gooch from TSU and the Greenwood Center project presented a request contingent on the state budget. They are asking to appropriate \$150,318 of the already approved funding to hire a director for the Greenwood Autism Center. Dr. Gooch stated that a representative of the Adair County SB40 Board of Directors would be included on the recruitment and selection committee for hiring of the Director. Julie Lochbaum made a motion to approve the request contingent on state funding. Myra seconded the motion which passed with the

following vote: Myra Collins-aye, Don Crosby-aye, Beverly Grubrich-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

EMPLOYEE RELATIONS REPORT: Tiffany is preparing an employee satisfaction survey and plans to follow up with each employee one on one throughout the year. The Social Committee has started meeting again and is currently planning the annual staff retreat.

Bereavement Leave policy Revision: Personnel Committee reviewed and approved of the revision. Jeff, Tyson, all Aye

Budget: Julie presented the budget reports for FY21 and the proposed budget for FY22. Approved final revised budget for FY21 including the use of reserves from previous years Jeff, Tyson, All aye. Appropriate funds for FY22, approve budget for coming year Tyson, Dale, All aye.

Nominating committee report: Beverly presented the slate of officers for approval for the coming year with Don Crosby – Chair, Jeff Silvernail – Vice-Chair, Beverly Grubrich – Secretary, and Tyson Treasure – Treasurer. Tyson made a motion to approve the slate of officers as presented. Julie seconded the recommendation, which was approved by the following vote: Myra Collins-aye, Don Crosby-aye, Beverly Grubrich-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, Jeff Silvernail-aye, Dale Stone-aye and Tyson Treasure-aye.

CASE STUDY: Andy Magruder talked about an individual that he's been trying to help with finding permanent placement. The person's mom was their guardian but she was unable to continue caring for them. Andy tried to help the person find another guardian and had some difficulty but finally found one. He is still having trouble finding services for the person. They were admitted to the hospital but Andy still couldn't find permanent placement. Andy, along with some other members of the team has contacted 70 different agencies and spent many hours trying to help them.

Don left the meeting.

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

OTHER BUSINESS/ANNOUNCEMENTS: Facility maintenance was completed in June as approved by the board.

NEXT MEETING: The next regular board meeting will be held Tuesday, August 24th, at 6 p.m. Meeting adjourned at 8:00 p.m.

Respectfully submitted by:

Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on June 29, 2021.

Don Crosby, Board Chairman