

MINUTES

of the **REGULAR MEETING** of the
BOARD OF DIRECTORS
of the
DEVELOPMENTAL DISABILITIES RESOURCE CENTER



DDRC Building, 11177 W. 8th Ave., Lakewood, CO 80215
August 22, 2018

Our mission is to create opportunities for people with intellectual and developmental disabilities and their families to participate fully in the community.

I -- PRELIMINARY

A. **CALL TO ORDER:** Mr. Pemberton, President of the Board, called the regular meeting of the Board of Directors of the Developmental Disabilities Resource Center for August 22, 2018, to order at 5:30 p.m.

B. **ROLL CALL:**

BOARD MEMBERS PRESENT

David Pemberton, President
Jean Armour
Pat Bolton
Frankie Cole
Joanne Elliott
Corinne Gray
Susan Hartley
Joni Krickbaum
Doreen Raad
Jodi Schoemer

BOARD MEMBERS ABSENT

Jan Beckett
Dan Fishbein
Margaret Huffman
Sarah Rivard
Kent Willis

SENIOR STAFF PRESENT

Beverly Winters, Executive Director
Kristie Braaten
Jane Byron
Gena Colbert
Roanna Davis
Rob DeHerrera
Tammy Drumright
Keith Frambro
Deb Gordon
Terri Hulstrom
Pat Jefferson
Susan Johnson
Michele Majeune
Liz Pahr
Annette Rogers
Jeanne Terrell

A quorum was declared present.

C. **MINUTES:** Mrs. Hartley moved to approve the minutes of the June 26, 2018, meeting, seconded by Mrs. Bolton and carried unanimously.

D. **FINANCIAL STATEMENTS (18-079)** Mrs. Cole, Treasurer, reviewed the May financial statements, including revenue, expenses and variances.

Mrs. Krickbaum moved to approve the financial statements as submitted, seconded by Ms. Armour and carried unanimously.

II – COMMUNICATIONS (18-080)

Mrs. Gray, Secretary, read a letter of resignation from Mrs. Kelly who is resigning from the Board effective immediately due to scheduling conflicts. The Board recognized her service to DDRC. The Governance Committee will work to fill the unexpired term.

III – PUBLIC COMMENT

None

IV – ACTION ON ROUTINE ITEMS

CONSENT AGENDA: Mr. Pemberton asked if there were items Board members wanted held off the consent agenda. Mrs. Gray moved that the following items be approved under the consent agenda.

- VII Development Report (18-083)
- VIII-A Enrollment (18-084)
- VIII-B Waiting List (18-085)
- IX-F Service Provider/Host Home Contracts (18-092)
- IX-G Executive Committee and Finance/HR Committee Recommendations:
 - Submission of the revised bylaws as a study item to the Board of Directors.
 - A recommendation to approve a 3.5% salary increase for the Executive Director retroactive to the March/April 2018 pay period.

Motion seconded by Mrs. Elliott and carried unanimously.

V – COMMENDATIONS AND AWARDS (18-081)

CAREER LADDER – There were two career ladder advancements last month.

COMMENDATIONS – There was one Dynamo, two Teamwork, four 20/20 Vision and eight Customer Service awards given in the last two months.

Ms. Armour moved to approve the commendations report as submitted, seconded by Mrs. Hartley and carried unanimously.

VI – HUMAN RESOURCES (18-082)

Mrs. Hartley asked about the turnover rate for the year-to-date compared to last year. Staff anticipates that this year's trend will be similar to 2017 with no seasonal spikes. There continues to be relatively higher turnover in the Resource Coordination area; however, turnover overall is lower than in the IDD industry. A Performance Support Manager has been hired in Resource Coordination to address the training and onboarding needs of new and existing staff. The Board asked that a follow-up report be brought to the Finance/Human Resources Committee in September.

Mrs. Hartley moved to approve the Human Resources report as submitted, seconded by Ms. Schoemer and carried unanimously.

VIII – INFORMATION ON PEOPLE RECEIVING SERVICES

- C. HUMAN RIGHTS COMMITTEE (HRC) (18-086) – Ms. Armour, presented the HRC report, including an overview of investigations for the past two months. The number of investigations continues to increase due to more peer-to-peer incidents and mandatory reporting laws.

Mrs. Elliott moved to approve the HRC report as submitted, seconded by Mrs. Hartley and carried unanimously.

IX – BUSINESS

A. LEGISLATIVE UPDATE (18-087)

- Although Electronic Visit Verification (EVV) will eventually impact DDRC, the President signed a law that delays the implementation until January 1, 2020, for personal care services. Home health care services implementation remains 2023. The additional time provides an opportunity for states and stakeholders to work together to address concerns, such as privacy issues.
- Federal legislation will likely be introduced that would designate people with intellectual and developmental disabilities as medically underserved in order to promote greater incentives and funding for access to dental care.

B. EXECUTIVE DIRECTOR'S REPORT (18-088)

- The \$600,000 that the Board approved in FY 17-18 for the CFS Jeffco Unmet Needs Fund has been distributed to families.
- DDRC has been able to offer 85 new HCBS-DD (comprehensive) resources to individuals/families in our catchment area. This includes resources appropriated from HB 18-1407 and resources that the Department of Health Care Policy and Financing (HCPF) released from their budget.
- Consumer Directed Attendant Support Services (CDASS) in the SLS waiver is ready for implementation now that HCPF's information technology system is in place. They are providing training to staff across the state. CDASS includes personal care, homemaker, homemaker enhanced and health maintenance services. We plan to have communication out to our individuals and families in the next few weeks.
- In response to concerns regarding Host Home safety, HCPF is vetting a number of measures. Kristie Braaten, Director of Waiver Services, is chair of an Alliance Individual Residential Services and Supports (IRSS) Committee that will be looking at some proactive measures and possible legislation around safety in these settings.
- The recent Golf Tournament was a huge success, netting over \$39,000. Thanks go the Board members who were able to attend and help with sponsorship.
- DDRC has received two major donations recently. The Masons gave a check for \$10,000 and a local artist donated a piece of art work estimated at a value of close to \$10,000.
- Lucky's Market in Wheat Ridge approached DDRC for a partnership and accepted the proposal we submitted. DDRC is among three area nonprofits for which the store will raise funds. The program, which runs through November 10, will raise a lot of public awareness around DDRC. Funds will go toward expanding the community garden at Walters and related employment opportunities.

- The Legislative BBQ is scheduled for September 12, 5:00 p.m.-7:30 p.m., at the Jefferson County Fairgrounds. Board members are encouraged to attend.
- On November 14, DDRC will host a Resource and Community Forum. The purpose of the event is to provide information about how to navigate getting into services. Topics may include eligibility, financial/benefits/trust items, service options, higher education options and more.
- Staff was very appreciative of the one-time awards the Board approved for distribution in July.
- A variety of activities are planned for Direct Support Professionals Appreciation Week, the second week of September, including a picnic on September 13 at Weiland.

C. CONFLICT FREE CASE MANAGEMENT (CFCM) UPDATE (18-089) – All 20 CCBs have turned in their Business Continuity Plans to HCPF. The CFCM discussion has focused on case management redesign, which includes clearer processes, standardization, person-centeredness, funding and payment methods, contracts, choice, consideration of tiered levels of case management, TCM caps, unfunded travel time, frequency of CMA changes allowed and new assessment tools. DDRC staff is involved in these discussions.

D. BYLAWS REVISIONS (18-090) – The Governance Committee has spent several months reviewing and updating the bylaws to ensure that they are compliant and consistent with state statutes, best practices and internal process adjustments. Staff worked with an attorney who specializes in nonprofit governance. An in-depth review has not occurred since the late 1990s, with a minor adjustment in 2002. Changes to the bylaws associated with the CCB statute include:

- CCB definition
- Defining a person with an Intellectual and Developmental Disability
- Defining a family member
- Various items that are now in the state statute as part of SB 038 (the Transparency Law), such as minutes posted to the website and notice of meetings.

Another major change was to the elected positions. In the past the elected positions were representatives of a specific service area. Now the elected positions are a family member or an individual with an IDD and not restricted to represent a specific service.

The bylaws also now reflect the addition of the Governance Committee and the elimination of the Nominating Committee as those functions were absorbed by the Governance Committee. Updated committee descriptions and officer responsibilities are also included.

The bylaws are being presented to the Board as a study item. They will be included as an action item in September.

E. DIRECT SUPPORT PROFESSIONALS WEEK PROCLAMATION (18-091) – Direct Support Professional Week is September 9-15, 2018. Mr. Pemberton read a proclamation recognizing DDRC’s valuable direct care staff.

Mrs. Krickbaum made a motion to approve the proclamation. Seconded by Mrs. Schoemer and carried unanimously. The proclamation will be distributed to all DDRC direct support staff during the official week of celebration.

X – SPECIAL ITEM

The Governance Committee presented the Special Item, which included:

- Accomplishments including the proposed bylaws revisions, formalization of the Board candidate selection process, standardization of committee description formats, officer and committee chair roles and responsibilities and protocol for public comment at committee meetings.
- The Board received a handbook that is a smaller version of the three-ring binder that Board members receive during orientation. It is meant to be a quick reference guide.
- Mr. Pemberton explained that a comprehensive review of DDRC policies will take place at the committee level. Staff will be bringing policies forward for review.
- The Board reviewed a composition survey that showed the demographics, strengths and areas of need.
- Board members are urged to be mindful of the need for ongoing Board candidate recruitment. Possible tools to aid in the process were discussed.
- Special Item topics are set for the 18-19 Board year. In some cases, Board members will pair with staff to demonstrate the interrelated nature of efforts in our catchment area.

XI – PUBLIC COMMENT

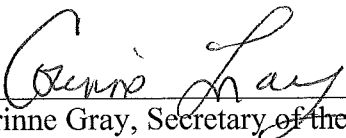
None

XII – ITEMS OF GENERAL DISCUSSION

- A. UNFINISHED BUSINESS – None
- B. NEW BUSINESS – None

XIII – ADJOURNMENT

Meeting adjourned at 7:30 p.m. The next regular meeting of the Board will be held on Wednesday, September 26, 2018, at 5:30 p.m. at the DDRC building.



Corinne Gray, Secretary of the Board



Annette Rogers, Executive Assistant

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES

MONTH ENDED JUNE 30, 2018

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	<u>\$37,744,435</u>	<u>\$3,145,370</u>	<u>\$ 3,388,759</u>	<u>\$37,744,435</u>	<u>\$ 38,413,458</u>	<u>\$669,023</u>	<u>1.8%</u>
EXPENDITURES							
PERSONNEL	\$22,622,146	\$1,885,179	\$ 2,354,158	\$22,622,146	\$ 22,330,882	\$291,264	1.3%
OPERATING	\$10,383,778	\$865,315	\$ 1,495,230	\$10,383,778	\$ 11,303,382	(\$919,604)	-8.9%
HOST HOMES	\$1,409,326	\$117,444	\$ 100,916	\$1,409,326	\$ 1,321,734	\$87,592	6.2%
PURCHASE OF SERVICES	<u>\$3,137,345</u>	<u>\$261,445</u>	<u>\$ 237,750</u>	<u>\$3,137,345</u>	<u>\$ 3,020,713</u>	<u>\$116,632</u>	<u>3.7%</u>
TOTAL EXPENDITURES	<u>\$37,552,595</u>	<u>\$3,129,383</u>	<u>\$ 4,188,054</u>	<u>\$37,552,595</u>	<u>\$ 37,976,711</u>	<u>(\$424,116)</u>	<u>-1.1%</u>
REVENUES OVER EXPENSES NET INCOME/(LOSS)	<u>\$191,840</u>	<u>\$15,987</u>	<u>\$ (799,295)</u>	<u>\$191,840</u>	<u>\$ 436,747</u>	<u>\$244,907</u>	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

MONTH ENDED JUNE 30, 2018

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	MONTH	12
						Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
STATE PROGRAM	\$5,380,776	\$448,398	\$ 461,596	\$5,380,776	\$ 5,548,290	\$167,514	3.1%
FAMILY SUPPORT SERVICES	\$664,718	\$55,393	\$ 169,746	\$664,718	\$ 664,718	\$0	0.0%
MEDICAID REVENUE	\$17,048,859	\$1,420,738	\$ 1,196,005	\$17,048,859	\$ 16,392,889	(\$655,970)	-3.8%
SUPPORTED LIVING SERVICES	\$3,263,027	\$271,919	\$ 234,535	\$3,263,027	\$ 3,159,409	(\$103,618)	-3.2%
CHILDREN'S EXTENSIVE SUPPORT	\$673,676	\$56,140	\$ 107,173	\$673,676	\$ 616,022	(\$57,654)	-8.6%
JEFFERSON COUNTY	\$7,971,017	\$664,251	\$ 769,298	\$7,971,017	\$ 8,601,298	\$630,281	7.9%
ROOM AND BOARD	\$1,242,139	\$103,512	\$ 98,882	\$1,242,139	\$ 1,187,889	(\$54,250)	-4.4%
WORK CONTRACTS	\$292,000	\$24,333	\$ 18,761	\$292,000	\$ 257,383	(\$34,617)	-11.9%
HUD SUBSIDIES	\$190,748	\$15,896	\$ 17,264	\$190,748	\$ 200,289	\$9,541	5.0%
INTEREST	\$1,500	\$125	\$ 1,018	\$1,500	\$ 5,029	\$3,529	235.3%
RENTAL REVENUE	\$402,688	\$33,557	\$ 34,756	\$402,688	\$ 392,158	(\$10,530)	-2.6%
DONATIONS/GRANTS	\$20,000	\$1,667	\$ 166,783	\$20,000	\$ 273,137	\$253,137	1265.7%
MISCELLANEOUS	\$73,578	\$6,132	\$ 66,541	\$73,578	\$ 574,347	\$500,769	680.6%
ELDERLY, BLIND AND DISABLED	\$205,647	\$17,137	\$ 19,256	\$205,647	\$ 225,319	\$19,672	9.6%
EXTERNAL TOTAL REVENUE	\$37,430,373	\$3,119,198	\$ 3,361,614	\$37,430,373	\$ 38,098,177	\$667,804	1.8%
INTERNAL REVENUES	\$314,062	\$26,172	\$ 27,145	\$314,062	\$ 315,281	\$1,219	0.4%
	<u>\$37,744,435</u>	<u>\$3,145,370</u>	<u>\$ 3,388,759</u>	<u>\$37,744,435</u>	<u>\$ 38,413,458</u>	<u>\$669,023</u>	<u>1.8%</u>
1% OF Y-T-D REVENUE					\$ 380,982		
1/2 % OF Y-T-D REVENUE					\$ 190,491		
LESS THAN 1/2 % OF Y-T-D REVENUE					\$ 10,000		

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

NOTES TO REVENUE STATEMENT

VARIANCE IN REVENUES OF MORE THAN \$10,000 AND 10%

MONTH ENDED JUNE 30, 2018

WORK CONTRACTS ADULT VOCATIONAL SERVICES LOST A CREW THAT WAS INCLUDED IN THE CURRENT YEAR BUDGET.

DONATIONS/GRANTS DDRC IS OVER BUDGET IN DONATIONS/GRANTS AS A RESULT OF COLORADO GIVES DAY, THE YEAR END APPEAL AND A \$41,000 DONATION FROM THE DEVELOPMENTAL DISABILITIES FOUNDATION (DDF) FOR EMPLOYMENT GATEWAY . IN ADDITION IN JUNE DDF TRANSFERRED DOLLARS RECEIVED ON BEHALF OF DDRC.

MISCELLANEOUS IN DECEMBER THE CEDAR FACILITY WAS SOLD WITH A GAIN OF NEARLY \$360,000.

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

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MONTH ENDED JUNE 30, 2018

DEPARTMENT/SECTION/UNIT	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH EXPENSES	Y-T-D BUDGET	Y-T-D EXPENSES	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
EARLY INTERVENTION							
PERSONNEL	\$1,548,870	\$129,073	\$ 167,720	\$1,548,870	\$ 1,496,183	\$52,687	3.4%
OPERATING / PURCHASE OF SERVICE	\$1,434,077	\$119,506	\$ 182,639	\$1,434,077	\$ 1,722,955	(\$288,878)	-20.1%
TOTALS	\$2,982,947	\$248,579	\$ 350,359	\$2,982,947	\$ 3,219,138	(\$236,191)	-7.9%
ADULT DAY PROGRAM							
PERSONNEL	\$4,568,552	\$380,713	\$ 441,755	\$4,568,552	\$ 4,319,827	\$248,725	5.4%
OPERATING	\$1,163,701	\$96,975	\$ 152,795	\$1,163,701	\$ 1,423,626	(\$259,925)	-22.3%
PURCHASE OF SERVICES	\$664,423	\$55,369	\$ 46,659	\$664,423	\$ 616,113	\$48,310	7.3%
TOTALS	\$6,396,676	\$533,056	\$ 641,209	\$6,396,676	\$ 6,359,566	\$37,110	0.6%
ADMINISTRATION							
PERSONNEL	\$3,217,570	\$268,131	\$ 340,276	\$3,217,570	\$ 3,309,855	(\$92,285)	-2.9%
OPERATING	\$1,010,017	\$84,168	\$ 142,801	\$1,010,017	\$ 1,127,348	(\$117,331)	-11.6%
TOTALS	\$4,227,587	\$352,299	\$ 483,077	\$4,227,587	\$ 4,437,203	(\$209,616)	-5.0%
THERAPEUTIC LEARNING CONNECTIONS							
PERSONNEL	\$434,916	\$36,243	\$ 37,244	\$434,916	\$ 423,420	\$11,496	2.6%
OPERATING	\$92,288	\$7,691	\$ 7,647	\$92,288	\$ 86,826	\$5,462	5.9%
TOTALS	\$527,204	\$43,934	\$ 44,891	\$527,204	\$ 510,246	\$16,958	3.2%
TRANSPORTATION							
PERSONNEL	\$422,058	\$35,172	\$ 41,437	\$422,058	\$ 418,408	\$3,650	0.9%
OPERATING / PURCHASE OF SERVICE	\$485,064	\$40,422	\$ 39,201	\$485,064	\$ 424,399	\$60,665	12.5%
TOTALS	\$907,122	\$75,594	\$ 80,638	\$907,122	\$ 842,807	\$64,315	7.1%
RESOURCE COORDINATION							
PERSONNEL	\$2,897,079	\$241,423	\$ 310,739	\$2,897,079	\$ 2,922,866	(\$25,787)	-0.9%
OPERATING	\$227,776	\$18,981	\$ 33,726	\$227,776	\$ 245,172	(\$17,396)	-7.6%
TOTALS	\$3,124,855	\$260,405	\$ 344,465	\$3,124,855	\$ 3,168,038	(\$43,183)	-1.4%
CHILDREN AND FAMILY SERVICES							
PERSONNEL	\$1,373,468	\$114,456	\$ 147,526	\$1,373,468	\$ 1,401,733	(\$28,265)	-2.1%
OPERATING	\$183,555	\$15,296	\$ 26,767	\$183,555	\$ 217,020	(\$33,465)	-18.2%
DIRECT FAMILY	\$664,718	\$55,393	\$ 169,746	\$664,718	\$ 664,718	\$0	0.0%
JEFFCO CFS FUND	\$0	\$0	\$ 281,741	\$0	\$ 600,000	(\$600,000)	100.0%
TOTALS	\$2,221,741	\$185,145	\$625,780	\$2,221,741	\$2,883,471	(\$661,730)	-29.8%

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

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MONTH ENDED JUNE 30, 2018

DEPARTMENT/SECTION/UNIT	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH EXPENSES	Y-T-D BUDGET	Y-T-D EXPENSES	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
RESIDENTIAL - ALL							
PERSONNEL	\$6,335,374	\$527,948	\$ 649,745	\$6,335,374	\$ 6,154,175	\$181,199	2.9%
OPERATING	\$2,114,942	\$176,245	\$ 163,686	\$2,114,942	\$ 1,960,584	\$154,358	7.3%
HOST HOMES	\$1,409,326	\$117,444	\$ 100,916	\$1,409,326	\$ 1,321,734	\$87,592	6.2%
PURCHASE OF SERVICES	\$2,472,922	\$206,077	\$ 191,091	\$2,472,922	\$ 2,404,600	\$68,322	2.8%
TOTALS	\$12,332,564	\$1,027,714	\$ 1,105,438	\$12,332,564	\$ 11,841,093	\$491,471	4.0%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$1,439,351	\$119,946	\$ 171,744	\$1,439,351	\$ 1,497,087	(\$57,736)	-4.0%
OPERATING / PURCHASE OF SERVICE	\$2,531,960	\$210,997	\$ 243,362	\$2,531,960	\$ 2,440,706	\$91,254	3.6%
TOTALS	\$3,971,311	\$330,943	\$ 415,106	\$3,971,311	\$ 3,937,793	\$33,518	0.8%
GRANTS							
PERSONNEL	\$56,103	\$4,675	\$ 8,660	\$56,103	\$ 62,486	(\$6,383)	-11.4%
OPERATING	\$1,518	\$127	\$ 212	\$1,518	\$ 9,007	(\$7,489)	-493.3%
TOTALS	\$57,621	\$4,802	\$ 8,872	\$57,621	\$ 71,493	(\$13,872)	-24.1%
BEHAVIORAL HEALTH							
PERSONNEL	\$328,805	\$27,400	\$ 37,312	\$328,805	\$ 324,842	\$3,963	1.2%
OPERATING	\$174,162	\$14,514	\$ 14,924	\$174,162	\$ 176,923	(\$2,761)	-1.6%
TOTALS	\$502,967	\$41,914	\$ 52,236	\$502,967	\$ 501,765	\$1,202	0.2%
SELF DETERMINATION							
OPERATING	\$300,000	\$25,000	\$ 35,983	\$300,000	\$ 204,098	\$95,902	32.0%
SUMMARY							
PERSONNEL	\$ 22,622,146	\$ 1,885,179	\$ 2,354,158	\$ 22,622,146	\$ 22,330,882	\$ 291,264	1.3%
OPERATING	\$10,383,778	\$865,315	\$1,495,230	\$10,383,778	\$11,303,382	(\$919,604)	-8.9%
HOST HOMES	\$1,409,326	\$117,444	\$100,916	\$1,409,326	\$1,321,734	\$87,592	6.2%
PURCHASE OF SERVICES	\$3,137,345	\$261,445	\$237,750	\$3,137,345	\$3,020,713	\$116,632	3.7%
TOTALS	\$37,552,595	\$3,129,383	\$ 4,188,054	\$37,552,595	\$ 37,976,711	(\$424,116)	-1.1%
1% OF Y-T-D EXPENSE					\$ 379,767		
1/2 % OF Y-T-D EXPENSE					\$ 189,884		
1/2 % OF Y-T-D EXPENSE					\$ 10,000		

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

NOTES TO EXPENSE STATEMENT

VARIANCE IN EXPENSES OF MORE THAN \$10,000 AND 10%

MONTH ENDED JUNE 30, 2018

EARLY INTERVENTION	OPERATING	OVER BUDGET IN OPERATING EXPENSES FOR CONTRACTED THERAPISTS TO OFFSET VACANCY SAVINGS AND WE CONTINUE TO SEE AN INCREASE IN GROWTH IN THE EARLY INTERVENTION PROGRAM VERSUS WHAT WAS BUDGETED.
ADULT DAY PROGRAM	OPERATING	ADULT VOCATIONAL SERVICES IS OVER BUDGET IN A VARIETY OF OPERATING EXPENSES INCLUDING PROGRAM SUPPLIES, FURNISHINGS, REPAIRS AND MAINTENANCE AND VEHICLE REPAIRS AND MAINTENANCE.
ADMINISTRATION	OPERATING	DDRC IS OVER BUDGET IN IT COSTS AND OTHER PROFESSIONAL SERVICES IN ADMINISTRATION.
TRANSPORTATION	OPERATING	DDRC IS UNDER BUDGET IN A VARIETY OF ITEMS INCLUDING VEHICLE REPAIRS AND MAINTENANCE AND DEPRECIATION.
CHILDREN AND FAMILY SERVICES	OPERATING	CHILDREN AND FAMILY SERVICES ARE SLIGHTLY OVER BUDGET IN COMPUTER MAINTENANCE EXPENSES AND FURNISHINGS.
	JEFFCO CFS FUND	OVER BUDGET IN THE JEFFCO CFS FUND AS THE BOARD APPROVED \$600,000 OF NEW SPENDING IN THE CURRENT FISCAL YEAR.
SELF DETERMINATION		WE ARE UNDERUTILIZED IN THE SELF DETERMINATION PROGRAM. WE CONTINUE TO REVIEW REQUESTS FOR FUNDING AND NEW INDIVIDUALS TO THE PROGRAM.

Developmental Disabilities Resource Center
Unaudited Statement of Financial Position

ASSETS	Unaudited June 30, 2018	Audited June 30, 2017
Current Assets		
Cash		
Cash and cash equivalents	\$15,501,978	\$14,275,081
Including capital reserve of \$4,400,892		
Certificates of deposit	1,071,062	1,068,859
Receivables		
Fees and grants from governmental agencies	3,851,853	4,198,347
Workshop contracts	11,049	23,076
Other	620,608	939,053
Prepaid expenses and other	498,095	494,268
	21,554,645	20,998,684
Total Current Assets		
Land, building and equipment	24,261,955	24,040,203
Less: Accumulated Depreciation	15,488,528	15,027,894
	8,773,427	9,012,309
Net Fixed Assets		
Restricted certificates of deposit	159,745	159,267
	\$30,487,817	\$30,170,260
Total Assets		
Days of operations in operating cash balance	120	114
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	\$1,831,127	\$1,660,666
Notes payable	183,400	183,400
Accrued expenses	2,065,785	2,153,960
Deferred Revenue	29,322	230,798
	4,109,634	4,228,824
Total liabilities		
Net assets		
Net assets	26,378,183	25,941,436
	26,378,183	25,941,436
Total net assets		
	\$30,487,817	\$30,170,260
Total liabilities and net assets		

Developmental Disabilities Resource Center
Unaudited Statement of Cash Flows

	Unaudited June 30, 2018	Audited June 30, 2017
Cash flows from operating activities:		
Change in net assets	\$436,747	\$990,822
Adjustment for non cash items:		
In-Kind Donation	-	(478,153)
Depreciation	812,352	968,229
(Gain)/loss on asset disposition	(405,829)	(425,993)
Change in assets and liabilities:		
Accounts receivable	676,966	1,160,245
Other assets	(3,827)	(128,681)
Accounts payable and accrued expense	82,286	521,574
Deferred Revenue	(201,476)	230,798
Cash provided by operations	1,397,219	2,838,841
Cash flows from investing activities:		
Change in investments	(2,681)	(1,855)
Proceeds from redemption of investments	-	-
Proceeds from sale of fixed assets	500,329	421,712
Purchase of fixed assets	(667,970)	(599,820)
Cash provided by investing activity	(170,322)	(179,963)
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	(7,415)
	-	(7,415)
NET INCREASE (DECREASE) IN CASH	1,226,897	2,651,463
Cash balance, beginning of period	14,275,081	11,623,618
Cash balance, end of period	\$15,501,978	\$14,275,081