

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

February 27, 2019

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 February 27, 2019, to order at 5:30 p.m.

B. **ROLL CALL:**

BOARD MEMBERS PRESENT

David Pemberton, President
Jean Armour
Pat Bolton
Joanne Elliott
Dan Fishbein
Corinne Gray (by phone)
Susan Hartley
Margaret Huffman
Joni Krickbaum
Doreen Raad
Matt Rotter
Jodi Schoemer
Kent Willis (by phone)

BOARD MEMBERS ABSENT

Jan Beckett
Mary Ann Tillman

SENIOR STAFF PRESENT

Beverly Winters, Executive Director
Kristie Braaten
Jane Byron
Gena Colbert
Rob DeHerrera
Tammy Drumright
Keith Frambro
Deb Gordon
Diana Holland
Terri Hulstrom
Pat Jefferson
Susan Johnson
Micki Klawes
Michele Majeune
Liz Pahr
Diana Patty
Annette Rogers
Lisa Strachan
Jeanne Terrell

A quorum was declared present.

C. **MINUTES:** Ms. Armour moved to approve the minutes of the January 23, 2019, meeting, seconded by Mrs. Krickbaum and carried unanimously.

D. **FINANCIAL STATEMENTS** Susan Hartley, Treasurer, presented the December financial statements, including revenue, expenses and variances. It was noted that the figures are year-to-date and not month specific. The Board requested that any month-to-month volatility or quarterly trends be brought to their attention

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

II -- COMMUNICATIONS

Mr. Pemberton announced that Dr. Huffman is joining the Governance Committee.

III – PUBLIC COMMENT

Dr. Fishbein thanked DDRC for having representatives at the Jefferson Center Public Forum.

IV – ACTION ON ROUTINE ITEMS

No Consent Agenda

V – COMMENDATIONS AND AWARDS

CAREER LADDER – There were 22 career ladder advancements last month. The Career Ladder program was sunsetted as of January 31, 2019.

COMMENDATIONS – There were four Customer Service Awards given last month.

Mrs. Elliott moved to approve the commendations and awards report as submitted, seconded by Mr. Rotter and carried unanimously.

VI – HUMAN RESOURCES REPORT

Dr. Huffman moved to approve the human resources report as submitted, seconded by Mrs. Hartley and carried unanimously.

VII – DEVELOPMENT REPORT

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

VIII – INFORMATION ON PEOPLE RECEIVING SERVICES

A. ENROLLMENT REPORT – Mrs. Elliott moved to approve the enrollment report as submitted, seconded by Ms. Armour and carried unanimously.

B. STATUS OF WAITING LIST – Dr. Fishbein moved to approve the waiting list report as submitted, seconded by Mr. Rotter and carried unanimously.

C. HUMAN RIGHTS COMMITTEE (HRC) – Ms. Armour, presented the HRC report, including an overview of recent investigations. The report is now going to present information one month in arrears to allow for more complete investigation follow-up information. The number of investigations has dramatically increased since the onset of peer-to-peer and mandatory reporting requirements. The Directors requested that anything of an acute nature be brought to the Board's attention immediately.

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

IX – BUSINESS

A. LEGISLATIVE UPDATE

- Main priorities continue to be:
 - Securing Supportive Living Services reversion dollars to remain in the IDD budget.
 - Build on HB-1407, which includes more resources for individuals/families to receive HCBS-DD/comprehensive services and rate increases for staff/provider compensation.
 - Adequate Early Intervention funding.
- The Governor’s budget proposal included a .75% rate increase for HCPF services. The Joint Budget Committee has had discussion about increasing that to 1%. However, no action has been taken.

B. EXECUTIVE DIRECTOR’S REPORT

- Michelle Barnes is the new Director of Colorado Department of Human Services.
- IDD Awareness Day was February 27th sponsored by Alliance, the Arc of Colorado and JFK Partners. The day began with a legislative resolution highlighting the importance of the IDD field and included a luncheon to help gain support of legislators regarding IDD issues and to celebrate the work of Direct Support Professionals (DSPs). DDRC had several legislators from our counties and two DDRC DSPs that we nominated for the Colorado DSP of the year award join our table.
- The next Navigation Fair is Thursday April 4th at the DDRC building. Panel and presentation topics will cover living independently (housing options and supports) and Consumer Directed Attendant Support Services. There will also be many information stations.
- The Jefferson County Good News Breakfast will take place on Tues. April 30th at the Jefferson County Fairgrounds.
- DDRC will participate in and be the beneficiary of a fundraiser called the “Craw-Fish Boil” in Evergreen on Saturday, June 1st.
- The Annual DDRC Golf Tournament Fund Raiser is August 8th at Hiwan Golf Club.
- DDRC is collaborating with several groups to organize a fashion show on June 8th.
- DDRC has placed an ad in the West Metro Chamber directory encouraging businesses to hire individuals receiving services.
- The senior management team held a retreat which focused on leadership and resilience.

- ### C. CONFLICT FREE CASE MANAGEMENT (CFCM) UPDATE – HCPF continues to work on establishing Case Management Agency (CMA) qualifications, defining the third-party entity that will help families find a CMA and redesigning the targeted case management funding methodology.

D. POLICY REVIEW

- The Board's Expectations of the Executive Director Policy and the Executive Director's Expectations of the Board Policy were presented for approval with no changes.

Dr. Huffman move to approve the two policies with no changes, seconded by Mrs. Elliott and carried unanimously.

- Four policies were presented as study items and will be brought back to the Board as action items in March.

E. PROPOSED HRC MEMBER – Tina Hanson was put forth as a new volunteer to serve on the Human Rights Committee.

Mr. Rotter moved to approve Tina Hanson as a new member of the Human Right Committee, seconded by Mrs. Elliott and carried unanimously.

F. GOVERNANCE COMMITTEE UPDATE

- A list of future Special Items was presented.
- A strategic planning/Board development half/full day session is tentatively planned for spring 2020.
- Policy review will be a standing agenda item.
- The Legislative Update and Executive Director's Report will be reformatted to highlight the strategic plan.
- There are two vacancies on the Board: one elected position that must be filled by a family member and one appointed position.
- Future projects for the Governance committee include Board recruitment and mentorship, succession planning and exploring term limits for officers.

G. SERVICE PROVIDER/HOST HOME CONTRACTS – Mrs. Elliott moved to approve two service provider contracts, seconded by Ms. Shoemer and carried unanimously.

H. EXECUTIVE COMMITTEE AND FINANCE/HR COMMITTEE RECOMMENDATIONS

- The Family Support Council requested that the Board consider approving \$500,000 for the Jeffco CFS Fund for fiscal year 2019. The Finance/HR Committee has reviewed the request and based on projected year-end recommend approval.

Mr. Rotter moved to approve the Family Support Council request for \$500,000 for the Jeffco CFS Fund for fiscal year 2019, seconded by Mrs. Elliott and carried unanimously.

Mrs. Krickbaum, chair of the Family Support Council, thanked the Board noting that without the funding they would only be able to serve approximately 400 families. The approved funding will boost the number of eligible families up to 1,800.

- The Finance/HR Committee recommended approval of a 403(b) document required by the IRS.

Mrs. Krickbaum moved to approve the new Employer Contributions and Elective Deferrals 403(b) plan document and the resolution executing the agreement, seconded by Mrs. Hartley and carried unanimously.

X – SPECIAL ITEM

Calvin Logan from Logan, Thomas & Johnson, LLC, Certified Public Accountants, presented the annual audit of financial statements for the year ending June 30, 2018. DDRC received an unmodified opinion with no management comments. The financial statements presented included the Statement of Financial Position, Statement of Activities, Statement of Cash Flow and the notes to the financials.

Mr. Rotter moved to accept the audit as submitted, seconded by Ms. Armour and carried unanimously.

XI – PUBLIC COMMENT

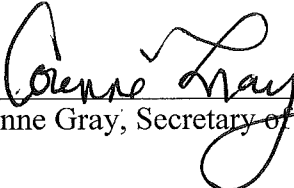
None

XII – ITEMS OF GENERAL DISCUSSION

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

XIII – ADJOURNMENT

Meeting adjourned at 7.25 p.m. The next regular meeting of the Board will be held on Wednesday, March 27, 2019, at 5:30 p.m. at the DDRC building, 11177 W. 8th Ave., Lakewood, CO 80215.



Corinne Gray, Secretary of the Board



Annette Rogers, Executive Assistant

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES

MONTH ENDED JANUARY 31, 2019

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	\$38,492,791	\$3,207,733	\$ 3,308,131	\$22,454,128	\$ 22,210,516	(\$243,612)	-1.1%
EXPENDITURES							
PERSONNEL	\$23,481,939	\$1,956,828	\$ 1,898,464	\$13,697,798	\$ 13,144,969	\$552,829	4.0%
OPERATING	\$10,086,427	\$840,536	\$ 898,035	\$5,883,749	\$ 6,072,616	(\$188,867)	-3.2%
HOST HOMES	\$1,524,081	\$127,007	\$ 105,857	\$889,047	\$ 761,209	\$127,838	14.4%
PURCHASE OF SERVICES	\$3,182,025	\$265,169	\$ 247,292	\$1,856,181	\$ 1,683,480	\$172,701	9.3%
TOTAL EXPENDITURES	\$38,274,472	\$3,189,539	\$ 3,149,648	\$22,326,775	\$ 21,662,274	\$664,501	3.0%
REVENUES OVER EXPENSES NET INCOME/(LOSS)	\$218,319	\$18,193	\$ 158,483	\$127,353	\$ 548,242	\$420,889	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

MONTH ENDED JANUARY 31, 2019

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	MONTH	7
						Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
STATE PROGRAM	\$5,229,759	\$435,813	\$ 553,324	\$3,050,693	\$ 3,242,254	\$191,561	6.3%
FAMILY SUPPORT SERVICES	\$668,086	\$55,674	\$ 44,332	\$389,717	\$ 337,250	(\$52,467)	-13.5%
MEDICAID REVENUE	\$17,030,740	\$1,419,228	\$ 1,434,194	\$9,934,598	\$ 9,651,383	(\$283,215)	-2.9%
SUPPORTED LIVING SERVICES	\$3,229,218	\$269,102	\$ 241,752	\$1,883,711	\$ 1,688,889	(\$194,822)	-10.3%
CHILDREN'S EXTENSIVE SUPPORT	\$585,980	\$48,832	\$ 57,873	\$341,822	\$ 382,303	\$40,481	11.8%
JEFFERSON COUNTY	\$9,231,578	\$769,298	\$ 769,379	\$5,385,087	\$ 5,385,168	\$81	0.0%
ROOM AND BOARD	\$1,187,215	\$98,935	\$ 91,845	\$692,542	\$ 666,561	(\$25,981)	-3.8%
WORK CONTRACTS	\$210,007	\$17,501	\$ 16,535	\$122,504	\$ 110,134	(\$12,370)	-10.1%
HUD SUBSIDIES	\$197,089	\$16,424	\$ 17,557	\$114,969	\$ 123,299	\$8,330	7.2%
INTEREST	\$2,166	\$181	\$ 1,455	\$1,264	\$ 11,106	\$9,843	779.0%
RENTAL REVENUE	\$399,597	\$33,300	\$ 28,314	\$233,098	\$ 223,044	(\$10,054)	-4.3%
DONATIONS/GRANTS	\$20,000	\$1,667	\$ 10,552	\$11,667	\$ 51,540	\$39,873	341.8%
MISCELLANEOUS	\$75,452	\$6,288	\$ 8,422	\$44,014	\$ 89,009	\$44,995	102.2%
ELDERLY, BLIND AND DISABLED	\$220,450	\$18,371	\$ 17,201	\$128,596	\$ 133,942	\$5,346	4.2%
EXTERNAL TOTAL REVENUE	\$38,287,337	\$3,190,611	\$ 3,292,735	\$22,334,280	\$ 22,095,882	(\$238,398)	-1.1%
INTERNAL REVENUES	\$205,454	\$17,121	\$ 15,396	\$119,848	\$ 114,634	(\$5,214)	-4.4%
	<u>\$38,492,791</u>	<u>\$3,207,733</u>	<u>\$ 3,308,131</u>	<u>\$22,454,128</u>	<u>\$ 22,210,516</u>	<u>(\$243,612)</u>	<u>-1.1%</u>
1% OF Y-T-D REVENUE					\$ 220,959		
1/2 % OF Y-T-D REVENUE					\$ 110,479		
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 JANUARY 31, 2019

FAMILY SUPPORT SERVICES	REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN DIRECT EXPENSE.
SUPPORTED LIVING SERVICES	DDRC IS UNDER BUDGET IN SUPPORTED LIVING SERVICES AS THE BUDGET WAS BASED ON PRIOR YEAR UTILIZATION AND IN THE CURRENT YEAR WE HAVE SEEN NUMEROUS PEOPLE WHO WERE ENROLLED IN SLS ENROLL IN HCBS-DD.
CHILDREN'S EXTENSIVE SUPPORT	DDRC IS OVER BUDGET IN CHILDREN'S EXTENSIVE SUPPORT AS WE HAVE SEEN A SLIGHT INCREASE IN UTILIZATION VERSUS WHAT WAS BUDGETED.
WORK CONTRACTS	ADULT VOCATIONAL SERVICES IS UNDER BUDGET IN WORK CONTRACTS AS SOME OF THE VARIOUS CONTRACTS ARE SEASONAL IN NATURE. WE EXPECT THIS VARIANCE TO REVERSE IN THE REMAINING 6 MONTHS OF THIS FISCAL YEAR.
DONATIONS/GRANTS	DDRC IS OVER BUDGET IN DONATIONS/GRANTS AS A RESULT OF COLORADO GIVES DAY AND THE YEAR END APPEAL.
MISCELLANEOUS	DDRC SOLD 9 VEHICLES IN OCTOBER FOR NEARLY \$35,000 WHICH IS \$28,000 HIGHER THAN BUDGET.

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

PAGE 1 OF 2

MONTH ENDED JANUARY 31, 2019

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	\$1,767,846	\$147,321	\$ 150,760	\$1,031,244	\$ 998,674	\$32,570	3.2%
OPERATING / PURCHASE OF SERVICE	\$1,443,388	\$120,282	\$ 180,492	\$841,976	\$ 1,175,221	(\$333,245)	-39.6%
TOTALS	\$3,211,234	\$267,603	\$ 331,252	\$1,873,220	\$ 2,173,895	(\$300,675)	-16.1%
ADULT DAY PROGRAM							
PERSONNEL	\$4,632,725	\$386,060	\$ 335,973	\$2,702,423	\$ 2,443,208	\$259,215	9.6%
OPERATING	\$1,152,138	\$96,012	\$ 103,940	\$672,081	\$ 749,954	(\$77,874)	-11.6%
PURCHASE OF SERVICES	\$612,046	\$51,004	\$ 57,294	\$357,027	\$ 358,057	(\$1,030)	-0.3%
TOTALS	\$6,396,909	\$533,076	\$ 497,207	\$3,731,530	\$ 3,551,219	\$180,311	4.8%
ADMINISTRATION							
PERSONNEL	\$3,351,795	\$279,316	\$ 281,184	\$1,955,214	\$ 1,946,707	\$8,507	0.4%
OPERATING	\$950,853	\$79,238	\$ 104,030	\$554,664	\$ 591,626	(\$36,962)	-6.7%
TOTALS	\$4,302,648	\$358,554	\$ 385,214	\$2,509,878	\$ 2,538,333	(\$28,455)	-1.1%
THERAPEUTIC LEARNING CONNECTIONS							
PERSONNEL	\$454,710	\$37,893	\$ 36,535	\$265,248	\$ 240,092	\$25,156	9.5%
OPERATING	\$89,540	\$7,462	\$ 8,349	\$52,232	\$ 47,069	\$5,163	9.9%
TOTALS	\$544,250	\$45,354	\$ 44,884	\$317,479	\$ 287,161	\$30,318	9.5%
TRANSPORTATION							
PERSONNEL	\$417,626	\$34,802	\$ 30,296	\$243,615	\$ 236,416	\$7,199	3.0%
OPERATING / PURCHASE OF SERVICE	\$460,974	\$38,415	\$ 35,510	\$268,902	\$ 240,163	\$28,739	10.7%
TOTALS	\$878,600	\$73,217	\$ 65,806	\$512,517	\$ 476,579	\$35,938	7.0%
RESOURCE COORDINATION							
PERSONNEL	\$3,110,553	\$259,213	\$ 245,893	\$1,814,489	\$ 1,722,443	\$92,046	5.1%
OPERATING	\$248,541	\$20,712	\$ 23,853	\$144,982	\$ 152,158	(\$7,176)	-4.9%
TOTALS	\$3,359,094	\$279,925	\$ 269,746	\$1,959,472	\$ 1,874,601	\$84,871	4.3%
CHILDREN AND FAMILY SERVICES							
PERSONNEL	\$1,455,292	\$121,274	\$ 128,385	\$848,920	\$ 885,556	(\$36,636)	-4.3%
OPERATING	\$195,245	\$16,270	\$ 17,824	\$113,893	\$ 111,801	\$2,092	1.8%
DIRECT FAMILY	\$668,086	\$55,674	\$ 44,332	\$389,717	\$ 337,250	\$52,467	13.5%
JEFFCO CFS FUND	\$0	\$0	\$ -	\$0	\$ -	\$0	0.0%
TOTALS	\$2,318,623	\$193,219	\$190,541	\$1,352,530	\$1,334,607	\$17,923	1.3%

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

MONTH ENDED JANUARY 31, 2019

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	\$6,372,389	\$531,032	\$ 541,606	\$3,717,227	\$ 3,636,271	\$80,956	2.2%
OPERATING	\$2,000,565	\$166,714	\$ 156,185	\$1,166,996	\$ 1,034,133	\$132,863	11.4%
HOST HOMES	\$1,524,081	\$127,007	\$ 105,857	\$889,047	\$ 761,209	\$127,838	14.4%
PURCHASE OF SERVICES	\$2,569,979	\$214,165	\$ 189,998	\$1,499,154	\$ 1,325,423	\$173,731	11.6%
TOTALS	\$12,467,014	\$1,038,918	\$ 993,646	\$7,272,425	\$ 6,757,036	\$515,389	7.1%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$1,509,456	\$125,788	\$ 113,251	\$880,516	\$ 797,931	\$82,585	9.4%
OPERATING / PURCHASE OF SERVICE	\$2,397,935	\$199,828	\$ 192,927	\$1,398,795	\$ 1,382,457	\$16,338	1.2%
TOTALS	\$3,907,391	\$325,616	\$ 306,178	\$2,279,311	\$ 2,180,388	\$98,923	4.3%
GRANTS							
PERSONNEL	\$60,501	\$5,042	\$ 5,082	\$35,292	\$ 35,074	\$218	0.6%
OPERATING	\$5,400	\$450	\$ 176	\$3,150	\$ 1,368	\$1,782	56.6%
TOTALS	\$65,901	\$5,492	\$ 5,258	\$38,442	\$ 36,442	\$2,000	5.2%
BEHAVIORAL HEALTH							
PERSONNEL	\$349,046	\$29,087	\$ 29,499	\$203,610	\$ 202,597	\$1,013	0.5%
OPERATING	\$173,762	\$14,480	\$ 13,925	\$101,361	\$ 101,267	\$94	0.1%
TOTALS	\$522,808	\$43,567	\$ 43,424	\$304,971	\$ 303,864	\$1,107	0.4%
SELF DETERMINATION							
OPERATING	\$300,000	\$25,000	\$ 16,492	\$175,000	\$ 148,149	\$26,851	15.3%
SUMMARY							
PERSONNEL	\$ 23,481,939	\$ 1,956,828	\$ 1,898,464	\$ 13,697,798	\$ 13,144,969	\$ 552,829	4.0%
OPERATING	\$10,086,427	\$840,536	\$898,035	\$5,883,749	\$6,072,616	(\$188,867)	-3.2%
HOST HOMES	\$1,524,081	\$127,007	\$105,857	\$889,047	\$761,209	\$127,838	14.4%
PURCHASE OF SERVICES	\$3,182,025	\$265,169	\$247,292	\$1,856,181	\$1,683,480	\$172,701	9.3%
TOTALS	<u>\$38,274,472</u>	<u>\$3,189,539</u>	<u>\$ 3,149,648</u>	<u>\$22,326,775</u>	<u>\$ 21,662,274</u>	<u>\$664,501</u>	<u>3.0%</u>
1% OF Y-T-D EXPENSE					\$ 216,623		
1/2 % OF Y-T-D EXPENSE					\$ 108,311		
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 JANUARY 31, 2019

EARLY INTERVENTION	OPERATING	OVER BUDGET IN OPERATING EXPENSES FOR CONTRACTED THERAPISTS AS 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 VEHICLE REPAIRS AND MAINTENANCE AND TELEPHONE EXPENSE.
TRANSPORTATION	OPERATING	DDRC IS UNDER IN A VARIETY OF EXPENSES IN TRANSPORTATION INCLUDING REPAIRS AND MAINTENANCE AND DEPRECIATION.
CHILDREN AND FAMILY SERVICES	DIRECT FAMILY	REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN FAMILY SUPPORT SERVICES REVENUE.
RESIDENTIAL - ALL	OPERATING	QUALITY LIVING OPTIONS IS UNDER BUDGET IN A VARIETY OF OPERATING EXPENSES INCLUDING CONTRACTED REPAIRS AND MAINTENANCE.
	HOST HOMES	QUALITY LIVING OPTIONS IS UNDER BUDGET IN HOST HOME EXPENSE AS WE HAVE SEEN A DECREASE IN CENSUS VERSUS WHAT WAS USED TO BUILD THE BUDGET.
	PURCHASE OF SERVICES	DDRC IS UNDER BUDGET IN RESIDENTIAL PURCHASE OF SERVICE AS WE HAVE SEEN A SLIGHT DECREASE IN THE CENSUS OF INDIVIDUALS WHO ARE SERVED BY A PROGRAM APPROVED SERVICE AGENCY THAT BILL THROUGH DDRC VERSUS WHAT WAS USED TO BUILD THE BUDGET.
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 January 31, 2019	Audited June 30, 2018
Current Assets		
Cash		
Cash and cash equivalents	\$15,651,199	\$15,501,755
Including capital reserve of \$4,547,134		
Certificates of deposit	1,073,768	1,071,063
Receivables		
Fees and grants from governmental agencies	3,768,059	3,845,467
Workshop contracts	6,309	11,049
Other	450,474	614,350
Prepaid expenses and other	621,977	543,690
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Total Current Assets	21,571,786	21,587,374
Land, building and equipment	24,288,666	24,283,026
Less: Accumulated Depreciation	15,624,954	15,511,213
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Net Fixed Assets	8,663,712	8,771,813
Restricted certificates of deposit	160,772	159,745
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Total Assets	<u>\$30,396,270</u>	<u>\$30,518,932</u>
Days of operations in operating cash balance	123	120
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	\$1,407,913	\$1,874,344
Notes payable	175,360	175,360
Accrued expenses	1,671,816	2,068,347
Deferred Revenue	221,380	29,322
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Total liabilities	3,476,469	4,147,373
Net assets		
Net assets	26,919,801	26,371,559
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Total net assets	26,919,801	26,371,559
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Total liabilities and net assets	<u>\$30,396,270</u>	<u>\$30,518,932</u>

Developmental Disabilities Resource Center
Unaudited Statement of Cash Flows

	Unaudited January 31, 2019	Audited June 30, 2018
Cash flows from operating activities:		
Change in net assets	\$548,242	\$430,123
Adjustment for non cash items:		
In-Kind Donation	-	-
Depreciation	442,688	837,776
(Gain)/loss on asset disposition	(38,141)	(405,830)
Change in assets and liabilities:		
Accounts receivable	246,024	161,298
Other assets	(78,287)	(49,422)
Accounts payable and accrued expense	(862,962)	128,065
Deferred Revenue	192,058	(201,476)
Cash provided by operations	449,622	900,534
Cash flows from investing activities:		
Change in investments	(3,732)	(2,682)
Proceeds from redemption of investments	-	-
Proceeds from sale of fixed assets	38,141	1,025,897
Purchase of fixed assets	(334,587)	(689,035)
Cash provided by investing activity	(300,178)	334,180
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	(8,040)
	-	(8,040)
 NET INCREASE (DECREASE) IN CASH	 149,444	 1,226,674
Cash balance, beginning of period	15,501,755	14,275,081
Cash balance, end of period	\$15,651,199	\$15,501,755