

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
January 24, 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:** Mrs. Elliott, Vice President of the Board, called the regular meeting of the Board of Directors of the Developmental Disabilities Resource Center for January 24, 2018, to order at 5:30 p.m.

B. **ROLL CALL:**

BOARD MEMBERS PRESENT

Jean Armour
Jan Beckett
Frankie Cole
Joanne Elliott
Dan Fishbein
Corinne Gray
Margaret Huffman (by phone)
Joni Krickbaum
Doreen Raad
Sarah Rivard
Jodi Schoemer
Kent Willis (by phone)

BOARD MEMBERS

ABSENT
David Pemberton, President
Pat Bolton
Susan Hartley
Tonya Kelly

SENIOR STAFF PRESENT

Beverly Winters, Executive Director
Kristie Braaten
Jane Byron
Gena Colbert
Rob DeHerrera
Tammy Drumright
Keith Frambro
Deb Gordon
Dianne Hitchingham
Diana Holland
Terri Hulstrom
Pat Jefferson
Susan Johnson
Liz Pahr
Annette Rogers
Jeanne Terrell

A quorum was declared present.

C. **MINUTES:** Mrs. Krickbaum moved to approve the minutes of the December 6, 2017, meeting, seconded by Ms. Beckett and carried unanimously.

D. **FINANCIAL STATEMENTS (18-001)** The October and November financial statements were shared with the Board. Because the statements are cumulative, Mrs. Cole, Treasurer, reviewed November only, including revenue, expenses and variances.

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

II – COMMUNICATIONS (18-002)

- None

III – PUBLIC COMMENT

- Ms. Beckett announced that a self-advocate spoke at the Women’s March held on January 20, 2018.
- Ms. Beckett also shared that she will no longer be President of Speaking for Ourselves as of their January meeting. She will be taking on the role of the organization’s Historian.

IV – ACTION ON ROUTINE ITEMS

CONSENT AGENDA: Mrs. Elliott 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.

- VI Human Resources Report (18-004)
- VII Development Report (18-005)
- VIII-A Enrollment (18-006)
- VIII-B Waiting List (18-007)
- IX-D Service Provider/Host Home Contracts (18-012)

Motion seconded by Ms. Schoemer and carried unanimously.

V – COMMENDATIONS AND AWARDS (18-003)

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

COMMENDATIONS – Awards given last month included one Dynamo Award, one Customer Service Award and one D.U.C.K. Award.

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

VIII – INFORMATION ON PEOPLE RECEIVING SERVICES

C. HUMAN RIGHTS COMMITTEE (HRC) (18-008) – Ms. Armour gave an overview of the reports for December and January, noting that there is an increase in peer-to-peer incidents. The HRC is working to look ahead and establish ways to ensure that oversight is in place.

It was noted that there was a Rocky Mountain PBS show focused on the death and mistreatment of individuals with developmental disabilities, particularly regarding safety oversight in host homes. The state’s Medicaid director, the director from the Colorado Arc, a representative from Colorado Dept. of Health, Representative Young and others were interviewed. This issue underscored the challenges of balancing safety and protection with independence and risk. There could possibly be some legislation about host home safety.

Ms. Schoemer moved to approve the HRC report as submitted, seconded by Ms. Beckett and carried unanimously.

IX – BUSINESS

A. LEGISLATIVE UPDATE (18-009)

- Congress passed the Tax Cuts and Jobs Act. Most wage earners will see increases in their paychecks under the new withholding rates. It is also expected to help with state revenue projections.
- Congress extended funding for the Children’s Health Insurance Program (CHIP). This impacts a significant but unknown percentage of families receiving services through DDRC.
- Governor Hickenlooper appointed Kim Bimestefer as the new Executive Director of the Department of Healthcare Policy and Financing (HCPF). She has a background in the health care industry.
- The Governor included a 1% increase for Early Intervention (EI) services and a .77% increase for HCPF services in his budget proposal. The Joint Budget Committee (JBC) has had discussion about increasing the .77% for HCPF services to 1%. However, no action has been taken.
- There has been lots of discussion about the EI supplemental funding for caseload growth. There is concern about not getting paid fully for services rendered last fiscal year as well funding for this fiscal year and FYE 6/30/19. Rob DeHerrera has been working with the JBC analyst on this issue and on January 24, 2018, the JBC took the recommendations from the analyst on funding. The amount is close but still under projections. However, it is more than the Colorado Department of Human Services (CDHS) proposed. We don’t know how the CDHS Office of Early Childhood will allocate the funds.
- It has been recommended that Child Find for 0-3 year-olds be transferred from the Department of Education to the CDHS. This could mean that Child Find, which is the assessment part of the EI process, would be administered by Community Centered Boards (CCBs). There is concern about funding and timeline. This transfer could be effective January 1, 2019.
- Case management of the Children’s Habilitation Residential Program (CHRP) waiver could transfer from counties to CCBs per a proposal from the Governor to move it from CDHS to HCPF.
- Although the Children’s Extensive Services and Supported Living Services waitlists were eliminated there are still capacity issues because of inadequate provider rates. Moreover, the waiting list for comprehensive (Home and Community Based Services – Developmental Disabilities waiver) services is 20 years in some areas of the state. The Alliance association has garnered support for resources and higher direct support professional rates in a possible bill. Knowing that it is so expensive to target the waiting list all at once, the current emphasis is for individuals whose family caregiver is 75+ years of age. Regarding the increase in DSP compensation, the Alliance has proposed making some assurances about how the dollars would get to the direct support professionals.

B. EXECUTIVE DIRECTOR'S REPORT (18-010)

- The Cedar property has been sold and the individuals who lived there all moved to settings of their choice.
- Colorado Gives Day was a huge success. Combined with the annual appeal, the efforts generated \$78,720.
- The Years of Service luncheon is February 8, 2018.
- I/DD Awareness Day is February 28, 2018. This year it is being jointly sponsored by Alliance, the Colorado Arc and JFK Partners.
- Nick Wallin, Director of Community Relations, has resigned. Interviews for a replacement are underway.

C. CONFLICT FREE CASE MANAGEMENT (CFCM) UPDATE (18-011) – DDRC has received the Business Continuity Plan (BCP) template from HCPF. There may be a number of new policies required as part of the plan. It is due to HCPF on July 1, 2018.

E. EXECUTIVE COMMITTEE AND FINANCE/HR COMMITTEE RECOMMENDATIONS (18-013) – There were two recommendations:

- That the full Board approve 2 Children and Family Services FTE requests as presented.
- That the full Board approve the county contract as presented.

Ms. Schoemer moved to approve the recommendations. Seconded by Ms. Beckett and carried unanimously.

X – SPECIAL ITEM

Rob DeHerrera, Deputy Director/CFO, Pat Jefferson, Director of Access and Community, and Kristie Braaten, Director of Waiver Services, presented an overview of the external audits and surveys that provide oversight of DDRC.

XI – PUBLIC COMMENT

None

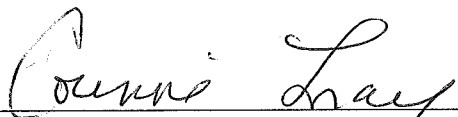
XII -- ITEMS OF GENERAL DISCUSSION

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, February 28, 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 DECEMBER 31, 2017

| | TOTAL BUDGET | MONTHLY BUDGET | CURRENT MONTH ACTUAL | Y-T-D BUDGET | Y-T-D ACTUAL | Y-T-D VARIANCE FAV (-UNFAV) DOLLARS | % |
|---|---------------------|--------------------|----------------------------|---------------------|----------------------|---|--------------|
| REVENUES | \$37,744,435 | \$3,145,370 | \$ 3,238,786 | \$18,872,218 | \$ 18,659,125 | (\$213,093) | -1.1% |
| EXPENDITURES | | | | | | | |
| PERSONNEL | \$22,622,146 | \$1,885,179 | \$ 1,837,710 | \$11,311,073 | \$ 10,898,055 | \$413,018 | 3.7% |
| OPERATING | \$10,383,778 | \$865,315 | \$ 767,986 | \$5,191,889 | \$ 4,852,534 | \$339,355 | 6.5% |
| HOST HOMES | \$1,409,326 | \$117,444 | \$ 113,068 | \$704,663 | \$ 673,687 | \$30,976 | 4.4% |
| PURCHASE OF SERVICES | \$3,137,345 | \$261,445 | \$ 238,291 | \$1,568,673 | \$ 1,545,910 | \$22,763 | 1.5% |
| TOTAL EXPENDITURES | \$37,552,595 | \$3,129,383 | \$ 2,957,055 | \$18,776,298 | \$ 17,970,186 | \$806,112 | 4.3% |
| REVENUES OVER EXPENSES NET INCOME/(LOSS) | \$191,840 | \$15,987 | \$ 281,731 | \$95,920 | \$ 688,939 | \$593,019 | |

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

MONTH ENDED DECEMBER 31, 2017

| SOURCE | TOTAL BUDGET | MONTHLY BUDGET | CURRENT MONTH REVENUE | Y-T-D BUDGET | Y-T-D REVENUE | MONTH | |
|----------------------------------|--------------|----------------|-----------------------|--------------|---------------|-------|-------------------------------------|
| | | | | | | 6 | Y-T-D VARIANCE FAV (-UNFAV) DOLLARS |
| STATE PROGRAM | \$5,380,776 | \$448,398 | \$ 407,506 | \$2,690,388 | \$ 2,598,086 | | (\$92,302) -3.4% |
| FAMILY SUPPORT SERVICES | \$664,718 | \$55,393 | \$ 50,233 | \$332,359 | \$ 209,012 | | (\$123,347) -37.1% |
| MEDICAID COMPREHENSIVE SERVICES | \$17,048,859 | \$1,420,738 | \$ 1,257,515 | \$8,524,430 | \$ 8,265,876 | | (\$258,554) -3.0% |
| SUPPORTED LIVING SERVICES | \$3,263,027 | \$271,919 | \$ 232,884 | \$1,631,514 | \$ 1,584,521 | | (\$46,993) -2.9% |
| CHILDREN'S EXTENSIVE SUPPORT | \$673,676 | \$56,140 | \$ 35,434 | \$336,838 | \$ 281,042 | | (\$55,796) -16.6% |
| JEFFERSON COUNTY | \$7,971,017 | \$664,251 | \$ 664,251 | \$3,985,509 | \$ 3,985,509 | | \$1 0.0% |
| ROOM AND BOARD | \$1,242,139 | \$103,512 | \$ 91,937 | \$621,070 | \$ 589,431 | | (\$31,639) -5.1% |
| WORK CONTRACTS | \$292,000 | \$24,333 | \$ 22,187 | \$146,000 | \$ 132,210 | | (\$13,790) -9.4% |
| HUD SUBSIDIES | \$190,748 | \$15,896 | \$ 10,295 | \$95,374 | \$ 89,493 | | (\$5,881) -6.2% |
| INTEREST | \$1,500 | \$125 | \$ 389 | \$750 | \$ 1,393 | | \$643 85.7% |
| RENTAL REVENUE | \$402,688 | \$33,557 | \$ 28,584 | \$201,344 | \$ 204,132 | | \$2,788 1.4% |
| DONATIONS/GRANTS | \$20,000 | \$1,667 | \$ 27,483 | \$10,000 | \$ 41,723 | | \$31,723 317.2% |
| MISCELLANEOUS | \$73,578 | \$6,132 | \$ 366,781 | \$36,789 | \$ 416,939 | | \$380,150 1033.3% |
| ELDERLY, BLIND AND DISABLED | \$205,647 | \$17,137 | \$ 14,403 | \$102,824 | \$ 105,120 | | \$2,297 2.2% |
| EXTERNAL TOTAL REVENUE | \$37,430,373 | \$3,119,198 | \$ 3,209,882 | \$18,715,187 | \$ 18,504,487 | | (\$210,700) -1.1% |
| INTERNAL REVENUES | \$314,062 | \$26,172 | \$ 28,904 | \$157,031 | \$ 154,638 | | (\$2,393) -1.5% |
| | \$37,744,435 | \$3,145,370 | \$ 3,238,786 | \$18,872,218 | \$ 18,659,125 | | (\$213,093) -1.1% |
| 1% OF Y-T-D REVENUE | | | | \$ | 185,045 | | |
| 1/2 % OF Y-T-D REVENUE | | | | \$ | 92,522 | | |
| 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 DECEMBER 31, 2017

| | |
|------------------------------|--|
| FAMILY SUPPORT SERVICES | REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN DIRECT EXPENSE. |
| CHILDREN'S EXTENSIVE SUPPORT | THE BUDGET WAS BUILT ON PRIOR YEAR UTILIZATION. WE HAVE SEEN A SLIGHT DECREASE IN UTILIZATION IN THE CURRENT FISCAL YEAR. |
| DONATIONS/GRANTS | DDRC IS OVER BUDGET IN DONATIONS/GRANTS AS A RESULT OF COLORADO GIVES DAY, THEY YEAR END APPEAL AND A RESTRICTED DONATION FOR QLO. |
| 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 DECEMBER 31, 2017

| 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 | \$ 109,692 | \$774,435 | \$ 697,938 | \$76,497 | 9.9% |
| OPERATING / PURCHASE OF SERVICE | \$1,434,077 | \$119,506 | \$ 116,810 | \$717,039 | \$ 766,754 | (\$49,716) | -6.9% |
| TOTALS | \$2,982,947 | \$248,579 | \$ 226,502 | \$1,491,474 | \$ 1,464,692 | \$26,782 | 1.8% |
| ADULT DAY PROGRAM | | | | | | | |
| PERSONNEL | \$4,568,552 | \$380,713 | \$ 352,883 | \$2,284,276 | \$ 2,118,873 | \$165,403 | 7.2% |
| OPERATING | \$1,163,701 | \$96,975 | \$ 91,830 | \$581,851 | \$ 614,791 | (\$32,941) | -5.7% |
| PURCHASE OF SERVICES | \$664,423 | \$55,369 | \$ 42,341 | \$332,212 | \$ 310,009 | \$22,203 | 6.7% |
| TOTALS | \$6,396,676 | \$533,056 | \$ 487,054 | \$3,198,338 | \$ 3,043,673 | \$154,665 | 4.8% |
| ADMINISTRATION | | | | | | | |
| PERSONNEL | \$3,217,570 | \$268,131 | \$ 284,230 | \$1,608,785 | \$ 1,641,677 | (\$32,892) | -2.0% |
| OPERATING | \$1,010,017 | \$84,168 | \$ 62,838 | \$505,009 | \$ 482,103 | \$22,906 | 4.5% |
| TOTALS | \$4,227,587 | \$352,299 | \$ 347,068 | \$2,113,794 | \$ 2,123,780 | (\$9,987) | -0.5% |
| THERAPEUTIC LEARNING CONNECTIONS | | | | | | | |
| PERSONNEL | \$434,916 | \$36,243 | \$ 37,049 | \$217,458 | \$ 219,438 | (\$1,980) | -0.9% |
| OPERATING | \$92,288 | \$7,691 | \$ 11,725 | \$46,144 | \$ 46,262 | (\$118) | -0.3% |
| TOTALS | \$527,204 | \$43,934 | \$ 48,774 | \$263,602 | \$ 265,700 | (\$2,098) | -0.8% |
| TRANSPORTATION | | | | | | | |
| PERSONNEL | \$422,058 | \$35,172 | \$ 34,220 | \$211,029 | \$ 208,168 | \$2,861 | 1.4% |
| OPERATING / PURCHASE OF SERVICE | \$485,064 | \$40,422 | \$ 31,843 | \$242,532 | \$ 216,921 | \$25,611 | 10.6% |
| TOTALS | \$907,122 | \$75,594 | \$ 66,063 | \$453,561 | \$ 425,089 | \$28,472 | 6.3% |
| RESOURCE COORDINATION | | | | | | | |
| PERSONNEL | \$2,897,079 | \$241,423 | \$ 243,816 | \$1,448,540 | \$ 1,404,461 | \$44,079 | 3.0% |
| OPERATING | \$227,776 | \$18,981 | \$ 24,514 | \$113,888 | \$ 110,670 | \$3,218 | 2.8% |
| TOTALS | \$3,124,855 | \$260,405 | \$ 268,330 | \$1,562,428 | \$ 1,515,131 | \$47,297 | 3.0% |
| CHILDREN AND FAMILY SERVICES | | | | | | | |
| PERSONNEL | \$1,373,468 | \$114,456 | \$ 114,796 | \$686,734 | \$ 668,158 | \$18,576 | 2.7% |
| OPERATING | \$183,555 | \$15,296 | \$ 17,404 | \$91,778 | \$ 102,196 | (\$10,419) | -11.4% |
| DIRECT FAMILY | \$664,718 | \$55,393 | \$ 50,233 | \$332,359 | \$ 209,012 | \$123,347 | 37.1% |
| JEFFCO CFS FUND | \$0 | \$0 | \$ - | \$0 | \$ - | \$0 | 0.0% |
| TOTALS | \$2,221,741 | \$185,145 | \$182,433 | \$1,110,871 | \$979,366 | \$131,505 | 11.8% |

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

PAGE 2 OF 2

MONTH ENDED DECEMBER 31, 2017

| 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 | \$ 507,452 | \$3,167,687 | \$ 3,028,576 | \$139,111 | 4.4% |
| OPERATING | \$2,114,942 | \$176,245 | \$ 153,455 | \$1,057,471 | \$ 966,741 | \$90,730 | 8.6% |
| HOST HOMES | \$1,409,326 | \$117,444 | \$ 113,068 | \$704,663 | \$ 673,687 | \$30,976 | 4.4% |
| PURCHASE OF SERVICES | \$2,472,922 | \$206,077 | \$ 195,950 | \$1,236,461 | \$ 1,235,901 | \$560 | 0.0% |
| TOTALS | \$12,332,564 | \$1,027,714 | \$ 969,925 | \$6,166,282 | \$ 5,904,905 | \$261,377 | 4.2% |
| SUPPORTED LIVING SERVICES/CES | | | | | | | |
| PERSONNEL | \$1,439,351 | \$119,946 | \$ 120,748 | \$719,676 | \$ 734,727 | (\$15,052) | -2.1% |
| OPERATING / PURCHASE OF SERVICE | \$2,531,960 | \$210,997 | \$ 182,576 | \$1,265,980 | \$ 1,161,540 | \$104,440 | 8.2% |
| TOTALS | \$3,971,311 | \$330,943 | \$ 303,324 | \$1,985,656 | \$ 1,896,267 | \$89,389 | 4.5% |
| GRANTS | | | | | | | |
| PERSONNEL | \$56,103 | \$4,675 | \$ 4,895 | \$28,052 | \$ 29,285 | (\$1,234) | -4.4% |
| OPERATING | \$1,518 | \$127 | \$ 828 | \$759 | \$ 5,918 | (\$5,159) | -679.7% |
| TOTALS | \$57,621 | \$4,802 | \$ 5,723 | \$28,811 | \$ 35,203 | (\$6,393) | -22.2% |
| BEHAVIORAL HEALTH | | | | | | | |
| PERSONNEL | \$328,805 | \$27,400 | \$ 27,929 | \$164,403 | \$ 146,754 | \$17,649 | 10.7% |
| OPERATING | \$174,162 | \$14,514 | \$ 13,927 | \$87,081 | \$ 85,316 | \$1,765 | 2.0% |
| TOTALS | \$502,967 | \$41,914 | \$ 41,856 | \$251,484 | \$ 232,070 | \$19,414 | 7.7% |
| SELF DETERMINATION | | | | | | | |
| OPERATING | \$300,000 | \$25,000 | \$ 10,003 | \$150,000 | \$ 84,310 | \$65,690 | 43.8% |
| SUMMARY | | | | | | | |
| PERSONNEL | \$ 22,622,146 | \$ 1,885,179 | \$ 1,837,710 | \$ 11,311,073 | \$ 10,898,055 | \$ 413,018 | 3.7% |
| OPERATING | \$10,383,778 | \$865,315 | \$767,986 | \$5,191,889 | \$4,852,534 | \$339,355 | 6.5% |
| HOST HOMES | \$1,409,326 | \$117,444 | \$113,068 | \$704,663 | \$673,687 | \$30,976 | 4.4% |
| PURCHASE OF SERVICES | \$3,137,345 | \$261,445 | \$238,291 | \$1,568,673 | \$1,545,910 | \$22,763 | 1.5% |
| TOTALS | \$37,552,595 | \$3,129,383 | \$ 2,957,055 | \$18,776,298 | \$ 17,970,186 | \$806,112 | 4.3% |
| 1% OF Y-T-D EXPENSE | | | | | \$ 179,702 | | |
| 1/2 % OF Y-T-D EXPENSE | | | | | \$ 89,851 | | |
| 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 DECEMBER 31, 2017

| | | |
|------------------------------|---------------|--|
| TRANSPORTATION | OPERATING | DDRC IS UNDER BUDGET IN A VARIETY OF ITEMS INCLUDING REPAIRS AND MAINTENANCE AND PURCHASE OF SERVICE. |
| CHILDREN AND FAMILY SERVICES | OPERATING | CHILDREN AND FAMILY SERVICES ARE SLIGHTLY OVER BUDGET IN COMPUTER MAINTENANCE EXPENSES. |
| | DIRECT FAMILY | REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN FAMILY SUPPORT SERVICES REVENUE. |
| BEHAVIORAL HEALTH | PERSONNEL | VACANCY SAVINGS. |
| 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 December 31, 2017 | Audited June 30, 2017 |
|---|--------------------------------|--------------------------|
| Current Assets | | |
| Cash | | |
| Cash and cash equivalents | \$14,709,391 | \$14,275,081 |
| Including capital reserve of \$4,072,040 | | |
| Certificates of deposit | 1,069,715 | 1,068,859 |
| Receivables | | |
| Fees and grants from governmental agencies | 3,916,904 | 4,198,347 |
| Workshop contracts | 19,658 | 23,076 |
| Other | 682,072 | 939,053 |
| Prepaid expenses and other | 570,540 | 494,268 |
| | ----- | ----- |
| Total Current Assets | 20,968,280 | 20,998,684 |
| Land, building and equipment | 24,289,659 | 24,040,203 |
| Less: Accumulated Depreciation | 15,300,163 | 15,027,894 |
| | ----- | ----- |
| Net Fixed Assets | 8,989,496 | 9,012,309 |
| Restricted certificates of deposit | 159,507 | 159,267 |
| | ----- | ----- |
| Total Assets | <u>\$30,117,283</u> | <u>\$30,170,260</u> |
| Days of operations in operating cash balance | 123 | 114 |
| LIABILITIES AND NET ASSETS | | |
| Liabilities | | |
| Accounts payable | \$1,261,199 | \$1,660,666 |
| Notes payable | 183,400 | 183,400 |
| Accrued expenses | 1,657,903 | 2,153,960 |
| Deferred Revenue | 384,406 | 230,798 |
| | ----- | ----- |
| Total liabilities | 3,486,908 | 4,228,824 |
| Net assets | | |
| Net assets | 26,630,375 | 25,941,436 |
| | ----- | ----- |
| Total net assets | 26,630,375 | 25,941,436 |
| | ----- | ----- |
| Total liabilities and net assets | <u>\$30,117,283</u> | <u>\$30,170,260</u> |

Developmental Disabilities Resource Center
 Unaudited Statement of Cash Flows

| | Unaudited December 31, 2017 | Audited June 30, 2017 |
|---|--------------------------------|----------------------------|
| Cash flows from operating activities: | | |
| Change in net assets | \$688,939 | \$990,822 |
| Adjustment for non cash items: | | |
| In-Kind Donation | 0 | (478,153) |
| Depreciation | 433,356 | 968,229 |
| (Gain)/loss on asset disposition | (361,788) | (425,993) |
| Change in assets and liabilities: | | |
| Accounts receivable | 541,842 | 1,160,245 |
| Other assets | (76,272) | (128,681) |
| Accounts payable and accrued expense | (895,524) | 521,574 |
| Deferred Revenue | 153,608 | 230,798 |
| Cash provided by operations | <u>484,161</u> | <u>2,838,841</u> |
| Cash flows from investing activities: | | |
| Change in investments | (1,096) | (1,855) |
| Proceeds from redemption of investments | - | - |
| Proceeds from sale of fixed assets | 423,459 | 421,712 |
| Purchase of fixed assets | (472,214) | (599,820) |
| Cash provided by investing activity | <u>(49,851)</u> | <u>(179,963)</u> |
| Cash flows from financing activities: | | |
| Issuance of notes payable | - | - |
| Payments on notes payable | - | (7,415) |
| | <u>-</u> | <u>(7,415)</u> |
| NET INCREASE (DECREASE) IN CASH | 434,310 | 2,651,463 |
| Cash balance, beginning of period | <u>14,275,081</u> | <u>11,623,618</u> |
| Cash balance, end of period | <u><u>\$14,709,391</u></u> | <u><u>\$14,275,081</u></u> |