

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
March 28, 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 March 28, 2018, to order at 5:30 p.m.

B. **ROLL CALL:**

BOARD MEMBERS PRESENT

David Pemberton, President
Jean Armour
Jan Beckett
Pat Bolton
Frankie Cole
Joanne Elliott
Dan Fishbein
Corinne Gray (by phone)
Susan Hartley
Margaret Huffman (by phone)
Tonya Kelly
Joni Krickbaum
Doreen Raad
Sarah Rivard
Jodi Schoemer
Kent Willis (by phone)

BOARD MEMBERS ABSENT

SENIOR STAFF PRESENT

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

A quorum was declared present.

C. **MINUTES:** Ms. Beckett moved to approve the minutes of the February 28, 2018, meeting, seconded by Mrs. Krickbaum and carried unanimously.

D. **FINANCIAL STATEMENTS (18-026)** Mrs. Cole, Treasurer, reviewed the January financial statements, including revenue, expenses and variances.

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

II – COMMUNICATIONS (18-027)

- Letter from Jefferson County Public Health appointing Dr. Huffman to another one-year term on the DDRC Board of Directors. Ms. Schoemer moved to ratify the appointment of Dr. Huffman to the DDRC Board of Directors, seconded by Mrs. Krickbaum and carried unanimously.

III – PUBLIC COMMENT

- Dr. Fishbein asked for explanation of the term “precipitating event” as it appeared in committee notes. The usage was explained.
- Ms. Beckett announced that the local Speaking for Ourselves chapter is hosting the organization’s quarterly meeting in April at Colorado State University.

IV – ACTION ON ROUTINE ITEMS

CONSENT AGENDA: Mr. Pemberton asked if there were items Board members wanted held off the consent agenda. Mrs. Hartley requested that the Human Resources Report and Development Report be held off for discussion. Dr. Fishbein asked that the Executive Committee and Finance/HR Committee Recommendation be held off. Mrs. Elliott moved that the following items be approved under the consent agenda.

- VIII-A Enrollment (18-031)
- VIII-B Waiting List (18-032)

Motion seconded by Ms. Schoemer and carried unanimously.

V – COMMENDATIONS AND AWARDS (18-028)

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

COMMENDATIONS – Awards given last month included two Customer Service Awards and one Teamwork Award.

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

VI – HUMAN RESOURCES (18-029)

Mrs. Hartley asked about turnover and vacancies within the agency. Although it is better than for others in the industry, it continues to be impacted by the low unemployment, lack of affordable housing and other factors. She noted that if the proposed Access to Disabilities Services and Stable Workforce bill does not pass, DDRC should develop a plan to address what else can be done to stem the turnover rate. Mrs. Cole asked if going forward the report could include a breakdown of how many people are leaving their positions for internal transfers compared to how many are exiting the company. Mrs. Elliott asked about the vacancies in Adult Vocational Services at Walters and Weiland. A contingent offer has been made to a Certified Nursing Assistant but two open positions remain. There has been good coverage by substitute staff.

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

VII – DEVELOPMENT (18-030)

Mrs. Hartley asked for confirmation on two in-kind donations from Microsoft and Google. The Microsoft in-kind donation in the amount of \$400,400 was received in FYE 6/30/17 and the Google donation in the amount of \$120,000 was received in FYE 6/30/18.

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

VIII – INFORMATION ON PEOPLE RECEIVING SERVICES

C. HUMAN RIGHTS COMMITTEE (HRC) (18-033) – Ms. Armour gave an overview of the report for March noting the high number of medication reviews. She also pointed out that many investigations had pending items due to a staff vacancy, which is in the process of being filled. The pending items will be revisited by the HRC as soon as further information is available.

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

IX – BUSINESS

D. EXECUTIVE COMMITTEE AND FINANCE/HR COMMITTEE RECOMMENDATIONS (18-037) – Mr. Pemberton moved this item up in the agenda.

- Due to the increase in investigations from mandatory reporting and peer-to-peer incidents, staff is requesting that the open part-time position be reclassified as a full-time investigator position. Funding for the increased expense of \$21,000 will be covered by additional quality assurance revenue from new enrollments that generate about \$25 per member per month.

Dr. Fishbein moved to approve the reclassification from a part-time Quality Assurance position to full-time. Seconded by Mrs. Hartley and carried unanimously.

- There was discussion about the 2017 Mill Levy Report. It was decided that moving forward an executive summary will be added. The report will be posted on the DDRC website and sent to the county.

Dr. Fishbein moved to approve the 2017 Mill Levy report as written. Seconded by Mrs. Elliott and carried unanimously.

A. LEGISLATIVE UPDATE (18-034)

- The Early Intervention budget now includes more funding. Staff will monitor how these funds will be distributed. There also could be some future changes to the funding methodology.
- The Joint Budget Committee (JBC) has approved the move of Child Find (for kids 0-3 years of age) from the Colorado Department of Education to the Colorado Department of Human Services and has approved \$2.7 million for the endeavor. The two departments

are required to study the pertinent factors associated with the transition and bring back recommendations by June 30, 2019. Staff will monitor the transition and adequacy of the funding for the program, which will be called Early Intervention Evaluations.

- The Access to Disabilities Services and Stable Workforce legislation is moving forward. The JBC approved funding for 300 new resources statewide to take people off the Home and Community Based Services – Developmental Disabilities (comprehensive) waiver waitlist. DDRC families could receive 10-12 of those resources the first year. If an individual in services passes away and/or no longer needs services, the resource goes back the state for allocation. The target for these funds has been broadened from elderly caregivers to include families deemed most in need and at risk of emergencies. The Department of Healthcare Policy and Financing (HCPF) will further establish criteria with input from stakeholders. The second part of the legislation involves a possible 6.5% rate increase for Direct Service Providers (DSPs) compensation. The categories of DSPs will be further solidified. The JBC has approved funding for inclusion in the proposed long bill. The official Access to Disabilities Services and Stable Workforce bill is expected from the JBC in the next couple of weeks. DDRC reached out to families and constituents regarding this bill. Information is also on the DDRC website.
- Although there have been discussions about possible legislation around increased safety regulations for host homes, there is no bill as of yet. There is support for increased regulations if they balance protection with provider capacity and individuals' rights and choice.
- Approximately \$800,000 has been attached to the Employment First bill, which calls for a curriculum and training for employment counselors and coaches.
- The governor signed SB 18-096 that calls for modernizing and replacing terminology in all legislation to use "Intellectual and Developmental Disabilities" rather than outdated language.
- There is a bill to bring the statute regarding tenant rights for individuals in compliance with the home and community based settings rule.

B. EXECUTIVE DIRECTOR'S REPORT (18-035)

- A Donor Appreciation Event is scheduled for April 10 and all Board members are invited.
- Staff continues to work on the CCB designation application, the Quality Improvement Survey and state audit.
- DDRC is a sponsor of the Colorado Arc Film Festival. There are still a couple of tickets left that are part of our sponsorship.

C. CONFLICT FREE CASE MANAGEMENT (CFCM) UPDATE (18-036)

- Work continues on the Business Continuity Plan.
- There is a bill draft dealing with CFCM for the Single Entry Points (SEPs). The Colorado Counties, Inc. (CCI), which is a statewide group of county commissioners, has opposed the bill because it may cause fragmentation of services.

- E. GOVERNANCE COMMITTEE UPDATE (18-038)
- A template for committee descriptions has been sent to Board committee chairs so that all descriptions are in the same format.
 - The website has been updated to make applying for the Board easier with links and an online application form.
 - Work continues on a reference book that will be a small manual to complement the large orientation notebook.
 - The committee has made preliminary bylaw revisions to bring language up-to-date and consistent. Other changes include replacing the Nominations Committee with the Governance Committee and broadening the Board position categories.
 - A short online survey will be sent to the Board to determine current composition with regard to skill sets and look for areas that could be filled during future recruitment.
 - The committee is interested in what support or materials the Board members need for ongoing candidate recruitment efforts. Some suggestions were made about possible places to find potential Board members, such as Metro Volunteers.
- F. POLICIES SUBMITTED FOR DELETION (18-039) – Presented as a study item.
- G. CONFLICT OF INTEREST FORMS (18-040) – Board members were reminded to sign their annual form.

X – SPECIAL ITEM

Zach Maple, Behavioral Health Manager, presented an overview of the services provided by DDRC's Behavioral Health program, including psychiatric and behavioral intervention services as well as Applied Behavioral Analysis (ABA) training.

XI – PUBLIC COMMENT

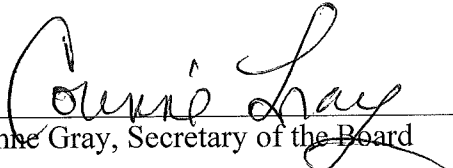
None

XII – ITEMS OF GENERAL DISCUSSION

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

XIII – ADJOURNMENT

Meeting adjourned at 7:40 p.m. The next regular meeting of the board will be held on Wednesday, April 25, 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 FEBRUARY 28, 2018

	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	\$ 3,138,502	\$25,162,957	\$ 25,042,144	(\$120,813)	-0.5%
EXPENDITURES							
PERSONNEL	\$22,622,146	\$1,885,179	\$ 1,852,431	\$15,081,431	\$ 14,554,842	\$526,589	3.5%
OPERATING	\$10,383,778	\$865,315	\$ 901,277	\$6,922,519	\$ 6,766,310	\$156,209	2.3%
HOST HOMES	\$1,409,326	\$117,444	\$ 100,817	\$939,551	\$ 889,277	\$50,274	5.4%
PURCHASE OF SERVICES	\$3,137,345	\$261,445	\$ 229,077	\$2,091,563	\$ 2,028,456	\$63,107	3.0%
TOTAL EXPENDITURES	\$37,552,595	\$3,129,383	\$ 3,083,602	\$25,035,063	\$ 24,238,885	\$796,178	3.2%
REVENUES OVER EXPENSES NET INCOME/(LOSS)	\$191,840	\$15,987	\$ 54,900	\$127,893	\$ 803,259	\$675,366	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

MONTH ENDED FEBRUARY 28, 2018

MONTH 8

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
STATE PROGRAM	\$5,380,776	\$448,398	\$ 491,817	\$3,587,184	\$ 3,503,646	(\$83,538)	-2.3%
FAMILY SUPPORT SERVICES	\$664,718	\$55,393	\$ 45,124	\$443,145	\$ 300,918	(\$142,227)	-32.1%
MEDICAID COMPREHENSIVE SERVICES	\$17,048,859	\$1,420,738	\$ 1,309,571	\$11,365,906	\$ 11,014,935	(\$350,971)	-3.1%
SUPPORTED LIVING SERVICES	\$3,263,027	\$271,919	\$ 267,239	\$2,175,351	\$ 2,122,540	(\$52,811)	-2.4%
CHILDREN'S EXTENSIVE SUPPORT	\$673,676	\$56,140	\$ 44,641	\$449,117	\$ 399,137	(\$49,980)	-11.1%
JEFFERSON COUNTY	\$7,971,017	\$664,251	\$ 769,298	\$5,314,011	\$ 5,524,105	\$210,094	4.0%
ROOM AND BOARD	\$1,242,139	\$103,512	\$ 99,531	\$828,093	\$ 791,481	(\$36,612)	-4.4%
WORK CONTRACTS	\$292,000	\$24,333	\$ 20,568	\$194,667	\$ 168,168	(\$26,499)	-13.6%
HUD SUBSIDIES	\$190,748	\$15,896	\$ 10,284	\$127,165	\$ 124,239	(\$2,926)	-2.3%
INTEREST	\$1,500	\$125	\$ 53	\$1,000	\$ 1,508	\$508	50.8%
RENTAL REVENUE	\$402,688	\$33,557	\$ 24,710	\$268,459	\$ 261,014	(\$7,445)	-2.8%
DONATIONS/GRANTS	\$20,000	\$1,667	\$ 7,823	\$13,333	\$ 52,118	\$38,785	290.9%
MISCELLANEOUS	\$73,578	\$6,132	\$ 3,557	\$49,052	\$ 427,883	\$378,831	772.3%
ELDERLY, BLIND AND DISABLED	\$205,647	\$17,137	\$ 18,567	\$137,098	\$ 143,850	\$6,752	4.9%
EXTERNAL TOTAL REVENUE	\$37,430,373	\$3,119,198	\$ 3,112,783	\$24,953,582	\$ 24,835,542	(\$118,040)	-0.5%
INTERNAL REVENUES	\$314,062	\$26,172	\$ 25,719	\$209,375	\$ 206,602	(\$2,773)	-1.3%
	\$37,744,435	\$3,145,370	\$ 3,138,502	\$25,162,957	\$ 25,042,144	(\$120,813)	-0.5%
1% OF Y-T-D REVENUE					\$ 248,355		
1/2 % OF Y-T-D REVENUE					\$ 124,178		
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 FEBRUARY 28, 2018

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.
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 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 FEBRUARY 28, 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	\$ 118,631	\$1,032,580	\$ 934,469	\$98,111	9.5%
OPERATING / PURCHASE OF SERVICE	\$1,434,077	\$119,506	\$ 140,432	\$956,051	\$ 1,062,831	(\$106,780)	-11.2%
TOTALS	\$2,982,947	\$248,579	\$ 259,063	\$1,988,631	\$ 1,997,300	(\$8,669)	-0.4%
ADULT DAY PROGRAM							
PERSONNEL	\$4,568,552	\$380,713	\$ 367,978	\$3,045,701	\$ 2,821,963	\$223,738	7.3%
OPERATING	\$1,163,701	\$96,975	\$ 141,165	\$775,801	\$ 884,826	(\$109,025)	-14.1%
PURCHASE OF SERVICES	\$664,423	\$55,369	\$ 48,687	\$442,949	\$ 412,168	\$30,781	6.9%
TOTALS	\$6,396,676	\$533,056	\$ 557,830	\$4,264,451	\$ 4,118,957	\$145,494	3.4%
ADMINISTRATION							
PERSONNEL	\$3,217,570	\$268,131	\$ 265,631	\$2,145,047	\$ 2,180,696	(\$35,649)	-1.7%
OPERATING	\$1,010,017	\$84,168	\$ 76,380	\$673,345	\$ 678,153	(\$4,808)	-0.7%
TOTALS	\$4,227,587	\$352,299	\$ 342,011	\$2,818,391	\$ 2,858,849	(\$40,458)	-1.4%
THERAPEUTIC LEARNING CONNECTIONS							
PERSONNEL	\$434,916	\$36,243	\$ 33,208	\$289,944	\$ 289,489	\$455	0.2%
OPERATING	\$92,288	\$7,691	\$ 6,505	\$61,525	\$ 59,613	\$1,912	3.1%
TOTALS	\$527,204	\$43,934	\$ 39,713	\$351,469	\$ 349,102	\$2,367	0.7%
TRANSPORTATION							
PERSONNEL	\$422,058	\$35,172	\$ 35,117	\$281,372	\$ 274,670	\$6,702	2.4%
OPERATING / PURCHASE OF SERVICE	\$485,064	\$40,422	\$ 34,425	\$323,376	\$ 293,289	\$30,087	9.3%
TOTALS	\$907,122	\$75,594	\$ 69,542	\$604,748	\$ 567,959	\$36,789	6.1%
RESOURCE COORDINATION							
PERSONNEL	\$2,897,079	\$241,423	\$ 247,106	\$1,931,386	\$ 1,888,319	\$43,067	2.2%
OPERATING	\$227,776	\$18,981	\$ 15,687	\$151,851	\$ 146,397	\$5,454	3.6%
TOTALS	\$3,124,855	\$260,405	\$ 262,793	\$2,083,237	\$ 2,034,716	\$48,521	2.3%
CHILDREN AND FAMILY SERVICES							
PERSONNEL	\$1,373,468	\$114,456	\$ 121,176	\$915,645	\$ 903,950	\$11,695	1.3%
OPERATING	\$183,555	\$15,296	\$ 15,829	\$122,370	\$ 132,572	(\$10,202)	-8.3%
DIRECT FAMILY	\$664,718	\$55,393	\$ 45,124	\$443,145	\$ 300,918	\$142,227	32.1%
JEFFCO CFS FUND	\$0	\$0	\$ 30,656	\$0	\$ 83,514	(\$83,514)	100.0%
TOTALS	\$2,221,741	\$185,145	\$212,785	\$1,481,161	\$1,420,954	\$60,207	4.1%

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

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MONTH ENDED FEBRUARY 28, 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	\$ 505,796	\$4,223,583	\$ 4,045,180	\$178,403	4.2%
OPERATING	\$2,114,942	\$176,245	\$ 155,194	\$1,409,961	\$ 1,295,213	\$114,748	8.1%
HOST HOMES	\$1,409,326	\$117,444	\$ 100,817	\$939,551	\$ 889,277	\$50,274	5.4%
PURCHASE OF SERVICES	\$2,472,922	\$206,077	\$ 180,390	\$1,648,615	\$ 1,616,288	\$32,327	2.0%
TOTALS	\$12,332,564	\$1,027,714	\$ 942,197	\$8,221,709	\$ 7,845,958	\$375,751	4.6%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$1,439,351	\$119,946	\$ 125,246	\$959,567	\$ 974,980	(\$15,413)	-1.6%
OPERATING / PURCHASE OF SERVICE	\$2,531,960	\$210,997	\$ 206,942	\$1,687,973	\$ 1,582,671	\$105,302	6.2%
TOTALS	\$3,971,311	\$330,943	\$ 332,188	\$2,647,541	\$ 2,557,651	\$89,890	3.4%
GRANTS							
PERSONNEL	\$56,103	\$4,675	\$ 4,852	\$37,402	\$ 38,992	(\$1,590)	-4.3%
OPERATING	\$1,518	\$127	\$ 327	\$1,012	\$ 6,931	(\$5,919)	-584.9%
TOTALS	\$57,621	\$4,802	\$ 5,179	\$38,414	\$ 45,923	(\$7,509)	-19.5%
BEHAVIORAL HEALTH							
PERSONNEL	\$328,805	\$27,400	\$ 27,690	\$219,203	\$ 202,134	\$17,069	7.8%
OPERATING	\$174,162	\$14,514	\$ 14,756	\$116,108	\$ 114,105	\$2,003	1.7%
TOTALS	\$502,967	\$41,914	\$ 42,446	\$335,311	\$ 316,239	\$19,072	5.7%
SELF DETERMINATION							
OPERATING	\$300,000	\$25,000	\$ 17,855	\$200,000	\$ 125,277	\$74,723	37.4%
SUMMARY							
PERSONNEL	\$ 22,622,146	\$ 1,885,179	\$ 1,852,431	\$ 15,081,431	\$ 14,554,842	\$ 526,589	3.5%
OPERATING	\$10,383,778	\$865,315	\$901,277	\$6,922,519	\$6,766,310	\$156,209	2.3%
HOST HOMES	\$1,409,326	\$117,444	\$100,817	\$939,551	\$889,277	\$50,274	5.4%
PURCHASE OF SERVICES	\$3,137,345	\$261,445	\$229,077	\$2,091,563	\$2,028,456	\$63,107	3.0%
TOTALS	\$37,552,595	\$3,129,383	\$ 3,083,602	\$25,035,063	\$ 24,238,885	\$796,178	3.2%
1% OF Y-T-D EXPENSE					\$ 242,389		
1/2 % OF Y-T-D EXPENSE					\$ 121,194		
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 FEBRUARY 28, 2018

EARLY INTERVENTION	OPERATING	OVER BUDGET IN OPERATING EXPENSES FOR CONTRACTED THERAPISTS TO OFFSET VACANCY SAVINGS.
ADULT DAY PROGRAM	OPERATING	ADULT VOCATIONAL SERVICES IS OVER BUDGET IN A VARIETY OF OPERATING EXPENSES INCLUDING PROGRAM SUPPLIES, FURNISHINGS AND REPAIRS AND MAINTENANCE.
CHILDREN AND FAMILY SERVICES	DIRECT FAMILY	REVENUE IS RECOGNIZED AS EXPENSES ARE INCURRED. SEE CORRESPONDING VARIANCE IN FAMILY SUPPORT SERVICES REVENUE.
	JEFFCO CFS FUND	OVER BUDGET IN THE JEFFCO CFS FUND AS THE BOARD APPROVED \$500,000 OF NEW SPENDING IN DECEMBER 2017
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 February 28, 2018	Audited June 30, 2017
Current Assets		
Cash		
Cash and cash equivalents	\$13,338,664	\$14,275,081
Including capital reserve of \$4,036,066		
Certificates of deposit	1,069,715	1,068,859
Receivables		
Fees and grants from governmental agencies	6,319,150	4,198,347
Workshop contracts	7,933	23,076
Other	435,751	939,053
Prepaid expenses and other	546,904	494,268
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Total Current Assets	21,718,117	20,998,684
Land, building and equipment	24,483,202	24,040,203
Less: Accumulated Depreciation	15,444,066	15,027,894
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Net Fixed Assets	9,039,136	9,012,309
Restricted certificates of deposit	159,507	159,267
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Total Assets	<u>\$30,916,760</u>	<u>\$30,170,260</u>
Days of operations in operating cash balance	106	114
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	\$1,957,737	\$1,660,666
Notes payable	183,400	183,400
Accrued expenses	1,657,903	2,153,960
Deferred Revenue	373,025	230,798
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Total liabilities	4,172,065	4,228,824
Net assets		
Net assets	26,744,695	25,941,436
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Total net assets	26,744,695	25,941,436
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Total liabilities and net assets	<u>\$30,916,760</u>	<u>\$30,170,260</u>

Developmental Disabilities Resource Center
 Unaudited Statement of Cash Flows

	Unaudited February 28, 2018	Audited June 30, 2017
Cash flows from operating activities:		
Change in net assets	\$803,259	\$990,822
Adjustment for non cash items:		
In-Kind Donation	0	(478,153)
Depreciation	577,259	968,229
(Gain)/loss on asset disposition	(361,788)	(425,993)
Change in assets and liabilities:		
Accounts receivable	(1,602,358)	1,160,245
Other assets	(52,636)	(128,681)
Accounts payable and accrued expense	(198,986)	521,574
Deferred Revenue	142,227	230,798
Cash provided by operations	<u>(693,023)</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	(665,757)	(599,820)
Cash provided by investing activity	<u>(243,394)</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	(936,417)	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>\$13,338,664</u></u>	<u><u>\$14,275,081</u></u>