

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

B. **ROLL CALL:**

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Jan Beckett
Pat Bolton
Doreen Raad

SENIOR STAFF PRESENT

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

A quorum was declared present.

C. **MINUTES:** One change to correct a misspelled word was requested in the minutes. Mrs. Tillman moved to approve the minutes of the February 27, 2019, meeting as amended, seconded by Mrs. Hartley and carried unanimously.

D. **FINANCIAL STATEMENTS:** Mrs. Hartley, Treasurer, presented the January financial statements, including revenue, expenses and variances. An ad hoc work group has been established to oversee the development of an investment policy and the engagement of an investment advisor. Board members interested in participating should contact Mrs. Hartley or Mr. Pemberton.

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

II -- COMMUNICATIONS

The Board received a standard communication from Logan, Thomas and Johnson, LLC, regarding the upcoming 6/30/19 401(k) audit. The letter identifies the auditor's responsibility, planned scope

and timing of the audit. It also references a separate engagement letter that provides additional information about the audit and terms of the engagement.

III – PUBLIC COMMENT

Andrew DeBruzzi, General Manager of the Fairfield Inn and Suites that was built on the purchased site of the Bruno Vocational Work Center, addressed the Board about the company’s desire to build a strong partnership with DDRC. Several Board members and staff will attend the grand opening on March 28, 2019, which will include a celebration of DDRC’s history.

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.

- VI Human Resources Report
- VII Development Report
- VIII-A Enrollment Status reports
- VIII-B Status of Waiting List
- IX-D Executive Committee and Finance/HR Committee Recommendations
 - Approval of the proposed 2019-2020 holiday calendars.
 - Approval of the Mill Levy report.

Motion seconded by Mrs. Tillman and carried unanimously.

V – COMMENDATIONS AND AWARDS

COMMENDATIONS – There were two 20/20 Vision Awards, one Dynamo Award and three Customer Service Awards given this month.

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

VIII – INFORMATION ON PEOPLE RECEIVING SERVICES

C. HUMAN RIGHTS COMMITTEE (HRC) – Ms. Armour, presented the HRC report, including an overview of recent investigations and review schedules.

Mrs. Tillman moved to approve the HRC report as submitted. Seconded by Mrs. Schoemer and carried unanimously.

IX – BUSINESS

A. EXECUTIVE DIRECTOR’S REPORT – The Executive Director’s report is in a new format to reflect how current activities, events, operations and initiatives fit into the strategic plan. It

combines the original Legislative Update and Executive Director's Report. Highlights included:

- 162 people are registered for the Navigation Fair being held at DDRC on April 4th.
- We are close to getting the Early Intervention funding that is needed.
- The Joint Budget Committee (JBC) approved 150 HCBS-DD resources statewide for families on the waitlist for comprehensive services. They also approved 242 state Supported Living Services (SLS) resources statewide to eliminate that waiting list and 272 new family support resources. It further approved a 1% rate increase for providers. All of this will hopefully be included in the Long Bill (state budget) that is scheduled to be finalized in May.
- DDRC is participating in a new King Soopers/City Market loyalty card program to generate funds for the organization. The Board discussed how this could be a very big income producer. There is a cap of \$125,000.
- Monies from the Golf Tournament will go toward the CFS unmet needs fund, which will be available in Jefferson, Gilpin, Clear Creek and Summit Counties.
- First Bank has donated \$5,000 to the 25th Hour Fund that helps families in crisis situations.
- Many workforce/Employee Engagement initiatives are in progress.
- Significant raises are being implemented as a result of HB 18-1407 and proactive budget planning for staff compensation.
- Work is in progress on this year's CCB Designation application.
- Many technology initiatives are underway to provide efficiency and effectiveness.

B. CONFLICT FREE CASE MANAGEMENT (CFCM) UPDATE

- The Department of Healthcare Policy and Financing (HCPF) is continuing to work on rules for case management agency qualifications, case manager qualifications and the 3rd party entity to help families select their case manager to submit to the Medical Services Board.
- A new funding mechanism for Targeted Case Management is expected to be implemented by July 2020.

C. POLICY REVIEW – Four policies were presented for approval. Mr. Rotter moved to approve the policies as written:

- Board of Directors Conflict of Interest Policy
- Attendance of Board of Directors at Meetings Policy
- Performance Evaluation of the Executive Director Policy
- Executive Director's Description of Responsibilities Policy.

Seconded by Mrs. Tillman and approved unanimously.

One policy was presented for study:

- Mistreatment Policy: Prohibition, Reporting and Monitoring

X – SPECIAL ITEM

Tammy Drumright, Director of Walters, Diana Holland, Director of Weiland, and Heather Hagen, Assistant Director of Employment Services, presented information about DDRC's Employment Services

XI – PUBLIC COMMENT

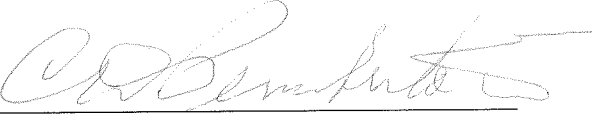
None

XII – ITEMS OF GENERAL DISCUSSION

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

XIII – ADJOURNMENT

Meeting adjourned at 7:45 p.m. The next regular meeting of the Board will be held on Wednesday, April 24, 2019, at 5:30 p.m. at the DDRC building, 11177 W. 8th Ave., Lakewood, CO 80215.



David Pemberton, President of the Board



Annette Rogers, Executive Assistant

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES

MONTH ENDED FEBRUARY 28, 2019

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	<u>\$38,492,791</u>	<u>\$3,207,733</u>	<u>\$ 3,017,971</u>	<u>\$25,661,861</u>	<u>\$ 25,218,388</u>	<u>(\$443,473)</u>	<u>-1.7%</u>
EXPENDITURES							
PERSONNEL	\$23,481,939	\$1,956,828	\$ 2,036,941	\$15,654,626	\$ 15,181,908	\$472,718	3.0%
OPERATING	\$10,086,427	\$840,536	\$ 822,706	\$6,724,285	\$ 6,892,290	(\$168,005)	-2.5%
HOST HOMES	\$1,524,081	\$127,007	\$ 99,059	\$1,016,054	\$ 860,268	\$155,786	15.3%
PURCHASE OF SERVICES	<u>\$3,182,025</u>	<u>\$265,169</u>	<u>\$ 220,833</u>	<u>\$2,121,350</u>	<u>\$ 1,904,312</u>	<u>\$217,038</u>	<u>10.2%</u>
TOTAL EXPENDITURES	<u>\$38,274,472</u>	<u>\$3,189,539</u>	<u>\$ 3,179,539</u>	<u>\$25,516,315</u>	<u>\$ 24,838,778</u>	<u>\$677,537</u>	<u>2.7%</u>
REVENUES OVER EXPENSES NET INCOME/(LOSS)	<u>\$218,319</u>	<u>\$18,193</u>	<u>\$ (161,568)</u>	<u>\$145,546</u>	<u>\$ 379,610</u>	<u>\$234,064</u>	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES

MONTH ENDED FEBRUARY 28, 2019

SOURCE	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	MONTH	%
						8	
STATE PROGRAM	\$5,229,759	\$435,813	\$ 451,933	\$3,486,506	\$ 3,694,184	\$207,678	6.0%
FAMILY SUPPORT SERVICES	\$668,086	\$55,674	\$ 32,457	\$445,391	\$ 359,611	(\$85,780)	-19.3%
MEDICAID REVENUE	\$17,030,740	\$1,419,228	\$ 1,293,045	\$11,353,827	\$ 10,944,426	(\$409,401)	-3.6%
SUPPORTED LIVING SERVICES	\$3,229,218	\$269,102	\$ 214,781	\$2,152,812	\$ 1,903,670	(\$249,142)	-11.6%
CHILDREN'S EXTENSIVE SUPPORT	\$585,980	\$48,832	\$ 43,125	\$390,653	\$ 425,428	\$34,775	8.9%
JEFFERSON COUNTY	\$9,231,578	\$769,298	\$ 769,379	\$6,154,385	\$ 6,154,547	\$162	0.0%
ROOM AND BOARD	\$1,187,215	\$98,935	\$ 111,170	\$791,477	\$ 777,731	(\$13,746)	-1.7%
WORK CONTRACTS	\$210,007	\$17,501	\$ 13,961	\$140,005	\$ 124,095	(\$15,910)	-11.4%
HUD SUBSIDIES	\$197,089	\$16,424	\$ 17,535	\$131,393	\$ 140,835	\$9,442	7.2%
INTEREST	\$2,166	\$181	\$ 1,331	\$1,444	\$ 12,437	\$10,993	761.3%
RENTAL REVENUE	\$399,597	\$33,300	\$ 33,845	\$266,398	\$ 256,889	(\$9,509)	-3.6%
DONATIONS/GRANTS	\$20,000	\$1,667	\$ 842	\$13,333	\$ 52,382	\$39,049	292.9%
MISCELLANEOUS	\$75,452	\$6,288	\$ 5,114	\$50,301	\$ 94,123	\$43,822	87.1%
ELDERLY, BLIND AND DISABLED	\$220,450	\$18,371	\$ 16,031	\$146,967	\$ 149,974	\$3,007	2.0%
EXTERNAL TOTAL REVENUE	\$38,287,337	\$3,190,611	\$ 3,004,549	\$25,524,891	\$ 25,090,332	(\$434,559)	-1.7%
INTERNAL REVENUES	\$205,454	\$17,121	\$ 13,422	\$136,969	\$ 128,056	(\$8,913)	-6.5%
	<u>\$38,492,791</u>	<u>\$3,207,733</u>	<u>\$ 3,017,971</u>	<u>\$25,661,861</u>	<u>\$ 25,218,388</u>	<u>(\$443,473)</u>	<u>-1.7%</u>
1% OF Y-T-D REVENUE					\$ 250,903		
1/2 % OF Y-T-D REVENUE					\$ 125,452		
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, 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.
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.
INTEREST	DDRC IS OVER BUDGET IN INTEREST INCOME AS WE HAVE SEEN A SLIGHT INCREASE VERSUS WHAT WAS BUDGETED.
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

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MONTH ENDED FEBRUARY 28, 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	\$ 144,099	\$1,178,564	\$ 1,142,774	\$35,790	3.0%
OPERATING / PURCHASE OF SERVICE	\$1,443,388	\$120,282	\$ 168,983	\$962,259	\$ 1,344,202	(\$381,943)	-39.7%
TOTALS	\$3,211,234	\$267,603	\$ 313,082	\$2,140,823	\$ 2,486,976	(\$346,153)	-16.2%
ADULT DAY PROGRAM							
PERSONNEL	\$4,632,725	\$386,060	\$ 379,218	\$3,088,483	\$ 2,822,426	\$266,057	8.6%
OPERATING	\$1,152,138	\$96,012	\$ 98,620	\$768,092	\$ 848,521	(\$80,429)	-10.5%
PURCHASE OF SERVICES	\$612,046	\$51,004	\$ 53,615	\$408,031	\$ 411,672	(\$3,641)	-0.9%
TOTALS	\$6,396,909	\$533,076	\$ 531,453	\$4,264,606	\$ 4,082,619	\$181,987	4.3%
ADMINISTRATION							
PERSONNEL	\$3,351,795	\$279,316	\$ 296,494	\$2,234,530	\$ 2,243,202	(\$8,672)	-0.4%
OPERATING	\$950,853	\$79,238	\$ 81,673	\$633,902	\$ 673,265	(\$39,363)	-6.2%
TOTALS	\$4,302,648	\$358,554	\$ 378,167	\$2,868,432	\$ 2,916,467	(\$48,035)	-1.7%
THERAPEUTIC LEARNING CONNECTIONS							
PERSONNEL	\$454,710	\$37,893	\$ 38,313	\$303,140	\$ 278,406	\$24,734	8.2%
OPERATING	\$89,540	\$7,462	\$ 7,158	\$59,693	\$ 54,227	\$5,466	9.2%
TOTALS	\$544,250	\$45,354	\$ 45,471	\$362,833	\$ 332,633	\$30,200	8.3%
TRANSPORTATION							
PERSONNEL	\$417,626	\$34,802	\$ 36,096	\$278,417	\$ 272,512	\$5,905	2.1%
OPERATING / PURCHASE OF SERVICE	\$460,974	\$38,415	\$ 37,921	\$307,316	\$ 278,084	\$29,232	9.5%
TOTALS	\$878,600	\$73,217	\$ 74,017	\$585,733	\$ 550,596	\$35,137	6.0%
RESOURCE COORDINATION							
PERSONNEL	\$3,110,553	\$259,213	\$ 266,577	\$2,073,702	\$ 1,989,019	\$84,683	4.1%
OPERATING	\$248,541	\$20,712	\$ 26,546	\$165,694	\$ 178,739	(\$13,045)	-7.9%
TOTALS	\$3,359,094	\$279,925	\$ 293,123	\$2,239,396	\$ 2,167,758	\$71,638	3.2%
CHILDREN AND FAMILY SERVICES							
PERSONNEL	\$1,455,292	\$121,274	\$ 151,681	\$970,195	\$ 1,037,239	(\$67,044)	-6.9%
OPERATING	\$195,245	\$16,270	\$ 16,976	\$130,163	\$ 138,871	(\$8,708)	-6.7%
DIRECT FAMILY	\$668,086	\$55,674	\$ 32,457	\$445,391	\$ 359,611	\$85,780	19.3%
JEFFCO CFS FUND	\$0	\$0	\$ 3,732	\$0	\$ 3,732	(\$3,732)	100.0%
TOTALS	\$2,318,623	\$193,219	\$204,846	\$1,545,749	\$1,539,453	\$6,296	0.4%

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES

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MONTH ENDED FEBRUARY 28, 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	\$ 570,538	\$4,248,259	\$ 4,206,807	\$41,452	1.0%
OPERATING	\$2,000,565	\$166,714	\$ 142,939	\$1,333,710	\$ 1,175,473	\$158,237	11.9%
HOST HOMES	\$1,524,081	\$127,007	\$ 99,059	\$1,016,054	\$ 860,268	\$155,786	15.3%
PURCHASE OF SERVICES	\$2,569,979	\$214,165	\$ 167,218	\$1,713,319	\$ 1,492,640	\$220,679	12.9%
TOTALS	\$12,467,014	\$1,038,918	\$ 979,754	\$8,311,343	\$ 7,735,188	\$576,155	6.9%
SUPPORTED LIVING SERVICES/CES							
PERSONNEL	\$1,509,456	\$125,788	\$ 119,239	\$1,006,304	\$ 917,169	\$89,135	8.9%
OPERATING / PURCHASE OF SERVICE	\$2,397,935	\$199,828	\$ 176,425	\$1,598,623	\$ 1,558,612	\$40,011	2.5%
TOTALS	\$3,907,391	\$325,616	\$ 295,664	\$2,604,927	\$ 2,475,781	\$129,146	5.0%
GRANTS							
PERSONNEL	\$60,501	\$5,042	\$ 5,101	\$40,334	\$ 40,172	\$162	0.4%
OPERATING	\$5,400	\$450	\$ 2,110	\$3,600	\$ 1,545	\$2,055	57.1%
TOTALS	\$65,901	\$5,492	\$ 7,211	\$43,934	\$ 41,717	\$2,217	5.0%
BEHAVIORAL HEALTH							
PERSONNEL	\$349,046	\$29,087	\$ 29,585	\$232,697	\$ 232,182	\$515	0.2%
OPERATING	\$173,762	\$14,480	\$ 14,928	\$115,841	\$ 116,194	(\$353)	-0.3%
TOTALS	\$522,808	\$43,567	\$ 44,513	\$348,539	\$ 348,376	\$163	0.0%
SELF DETERMINATION							
OPERATING	\$300,000	\$25,000	\$ 12,238	\$200,000	\$ 161,214	\$38,786	19.4%
SUMMARY							
PERSONNEL	\$ 23,481,939	\$ 1,956,828	\$ 2,036,941	\$ 15,654,626	\$ 15,181,908	\$ 472,718	3.0%
OPERATING	\$10,086,427	\$840,536	\$822,706	\$6,724,285	\$6,892,290	(\$168,005)	-2.5%
HOST HOMES	\$1,524,081	\$127,007	\$99,059	\$1,016,054	\$860,268	\$155,786	15.3%
PURCHASE OF SERVICES	\$3,182,025	\$265,169	\$220,833	\$2,121,350	\$1,904,312	\$217,038	10.2%
TOTALS	<u>\$38,274,472</u>	<u>\$3,189,539</u>	<u>\$ 3,179,539</u>	<u>\$25,516,315</u>	<u>\$ 24,838,778</u>	<u>\$677,537</u>	<u>2.7%</u>
1% OF Y-T-D EXPENSE					\$ 248,388		
1/2 % OF Y-T-D EXPENSE					\$ 124,194		
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, 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, TELEPHONE EXPENSE AND TEMPORARY LABOR.
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 February 28, 2019	Audited June 30, 2018
Current Assets		
Cash		
Cash and cash equivalents	\$15,390,517	\$15,501,755
Including capital reserve of \$4,606,740		
Certificates of deposit	1,073,768	1,071,063
Receivables		
Fees and grants from governmental agencies	4,142,154	3,845,467
Workshop contracts	9,379	11,049
Other	227,248	614,350
Prepaid expenses and other	609,832	543,690
	21,452,898	21,587,374
Total Current Assets		
Land, building and equipment	24,295,495	24,283,026
Less: Accumulated Depreciation	15,691,389	15,511,213
	8,604,106	8,771,813
Net Fixed Assets		
Restricted certificates of deposit	160,772	159,745
Total Assets	\$30,217,776	\$30,518,932
Days of operations in operating cash balance	118	120
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	\$1,365,277	\$1,874,344
Notes payable	175,360	175,360
Accrued expenses	1,671,816	2,068,347
Deferred Revenue	254,154	29,322
	3,466,607	4,147,373
Total liabilities		
Net assets		
Net assets	26,751,169	26,371,559
	26,751,169	26,371,559
Total net assets		
Total liabilities and net assets	\$30,217,776	\$30,518,932

Developmental Disabilities Resource Center
 Unaudited Statement of Cash Flows

	Unaudited February 28, 2019	Audited June 30, 2018
Cash flows from operating activities:		
Change in net assets	\$379,610	\$430,123
Adjustment for non cash items:		
In-Kind Donation	-	-
Depreciation	509,123	837,776
(Gain)/loss on asset disposition	(38,141)	(405,830)
Change in assets and liabilities:		
Accounts receivable	92,085	161,298
Other assets	(66,142)	(49,422)
Accounts payable and accrued expense	(905,598)	128,065
Deferred Revenue	224,832	(201,476)
Cash provided by operations	<u>195,769</u>	<u>900,534</u>
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	(341,416)	(689,035)
Cash provided by investing activity	<u>(307,007)</u>	<u>334,180</u>
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	(8,040)
	<u>-</u>	<u>(8,040)</u>
NET INCREASE (DECREASE) IN CASH	(111,238)	1,226,674
Cash balance, beginning of period	<u>15,501,755</u>	<u>14,275,081</u>
Cash balance, end of period	<u><u>\$15,390,517</u></u>	<u><u>\$15,501,755</u></u>