



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 26, 2026

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. Hartley, Chair of the Board, called the regular meeting of the Board of Directors of the Developmental Disabilities Resource Center for August 26, 2026, to order at 5:30 p.m.

- B. **ROLL CALL:**

BOARD MEMBERS ATTENDING

Susan Hartley, Chair
Mary Margaret Fouse-Bishop
Megan MacHatton
David Pemberton
Doreen Raad
Matt Rotter
Jodi Schoemer
Sharon Sena

BOARD MEMBERS ABSENT

Pat Bolton
Amy Miller
Jennifer Thompson
Mary Ann Tillman

SENIOR STAFF PRESENT

Rob DeHerrera, Executive Dir.
Veronica Canto
Patrick Glover
Heather Hagen
Meghan Horihan
Lambert Hubel
Terri Hulstrom
Steve Jimenez
Micki Klawes
Ashley Lee
Jamie Luark
Michele Majeune
Lindsay Menough
Kerrienne Rigney
Annette Rogers
Theresa Vosberg

A quorum was present.

- C. **MINUTES:** Mr. Rotter moved to approve the minutes of the June 24, 2026, meeting as written. Seconded by Ms. Schoemer and carried unanimously.
- D. **FINANCIAL STATEMENTS:** Mr. Rotter, Treasurer, presented the May financial statements including revenue, expenses and variances.

Ms. Sena moved to approve the financial statements as submitted. Seconded by Ms. Fouse-Bishop and carried unanimously.

II – COMMUNICATIONS

The Board formally acknowledged receipt of a communication from a staff member

III – PUBLIC COMMENT

None.

IV – ACTION ON ROUTINE ITEMS

CONSENT AGENDA: Ms. Fouse-Bishop moved that Board approve the following items under the consent agenda.

- VI Human Resources Report
- VII Development Report
- VIII-A Early Intervention Service Broker Status Report
- VIII-B Community Services Status Report
- IX-D Executive Committee and Finance/HR Committee Recommendations
 - Approval of adding funds from cash reserves to DDRC’s long-term investments.

Seconded by Mr. Rotter and carried unanimously.

V – COMMENDATIONS

There were two Customer Service Awards, two D.U.C.K Awards and two Teamwork Awards given this month.

Ms. Schoemer moved to approve the commendations report as presented. Seconded by Ms. Sena and carried unanimously.

IX – BUSINESS

A. EXECUTIVE DIRECTOR’S REPORT

- Federal
 - A bill named “Recognizing the Role of Direct Support Professionals Act,” which was first introduced in 2020, passed through the Senate Homeland and Government Affairs Committee. This legislation urges the Office of Management and Budget to establish a Standard Occupational Classification (SOC) code for DSPs. A distinct SOC code would provide everyone with more accurate information about the DSP workforce. The next step is consideration by the full Senate, with timing still to be determined.
- DDRC
 - Congratulations to Lindsay Menough, DDRC’s Deputy Director, on her appointment to the ANCOR Board of Representatives. ANCOR is a national association of providers, which DDRC is a member of, dedicated to advocacy, resources, education, and strengthening services for people with IDD and the

organizations that support them. Lindsay will serve as a liaison between the ANCOR leadership and Colorado providers.

- DDRC will be celebrating Direct Support Professionals Recognition Week September 13th-19th with exciting plans to honor our DSPs, host home providers and family caregivers. Staff will provide more information on how Board members can get involved.
- This year's Golf Tournament, held August 10th, was a sold-out success. We raised nearly \$74,000. Thank you to Board members who were able to attend. And a special thanks to Ashley Lee, Addie Ewalt and Michele Majeune for all their work.
- The DDRC Recognition Committee hosted our second annual Summer Sizzler at the Weiland Center. It was a fun lunchtime event for all staff and people who receive DDRC services. Thank you to the Board members who were able to attend.
- Upcoming events:
 - Legislative BBQ – September 10th at the Apex Community Center in Arvada from 4:30-7 pm. Staff will send the Board the registration link for the event.
 - Dedication of the Mai Family Wellness Center – October 3rd at Walters from 11 am-1 pm.
 - Annual Celebration – October 28th at Baldoria on the Walter. The Board meeting will be at 5:30 pm immediately followed by the celebratory event.

B. GOVERNANCE COMMITTEE UPDATE

- Four Directors are up for re-election this year at the Board's Annual Meeting in October. The Board Chair and/or Governance Committee Chair will connect with them to confirm their interest in running for re-election. The officers are also up for re-election. The Board Chair will reach out to the current officers. Anyone who is interested in becoming an officer either this year or in the future can reach out to the Board Chair, Chair of the Governance Committee or the Executive Director.
- According to the current bylaws, the Board must meet a minimum of ten times a year, including the Annual Board Meeting. The Governance Committee and Executive Committee recommend reducing that number to better align with industry norms, enhance the value of the Board meetings and respect the staff time it takes to prepare. The Board consensus was to meet a minimum of four times a year, including the Annual Board Meeting. Draft revised bylaws will be provided to the Board for study with formal approval scheduled for the September Board meeting. If they are approved, staff will bring a proposed resolution outlining dates for the upcoming year to the Annual Board meeting in October.

C. DIRECT SUPPORT PROFESSIONALS WEEK PROCLAMATION - Direct Support Professionals Week is September 13TH-19TH, 2026. Mrs. Hartley presented a proclamation recognizing DDRC's valuable direct support staff.

X – SPECIAL ITEM

Kerrienne Rigney, Director of Day Program, gave an overview of DDRC's Day Program..

XI – PUBLIC COMMENT

None

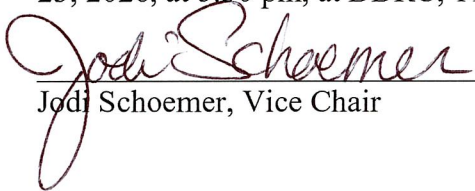
XII – ITEMS OF GENERAL DISCUSSION

A. UNFINISHED BUSINESS – None

B. NEW BUSINESS – None

XIII – ADJOURNMENT

Meeting adjourned at 7 p.m. The next regular meeting of the Board is on Wednesday, September 23, 2026, at 5:30 pm, at DDRC, 11177 W. 8th Avenue, Lakewood, CO 80215.



Jodi Schoemer, Vice Chair



Annette Rogers, Executive Assistant

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED SUMMARY OF REVENUES & EXPENSES

June 30, 2026

	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH ACTUAL	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D VARIANCE FAV (-UNFAV) DOLLARS	%
REVENUES	\$ 41,595,952	\$ 3,466,329	\$ 3,811,708	\$ 41,595,952	\$ 42,655,339	\$ 1,059,387	2.5%
EXPENDITURES							
PERSONNEL	\$ 24,279,369	\$ 2,023,281	\$ 2,657,218	\$ 24,279,369	\$ 24,347,497	\$ (68,128)	-0.3%
OPERATING	\$ 9,710,059	\$ 809,172	\$ 886,899	\$ 9,710,059	\$ 9,780,010	\$ (69,951)	-0.7%
PURCHASE OF SERVICES	\$ 4,430,810	\$ 369,234	\$ 342,085	\$ 4,430,810	\$ 4,160,965	\$ 269,845	6.1%
COMMUNITY FUNDED PROGRAMS	\$ 3,039,161	\$ 253,263	\$ 382,069	\$ 3,039,161	\$ 2,315,368	\$ 723,793	23.8%
TOTAL EXPENDITURES	\$ 41,459,399	\$ 3,454,950	\$ 4,268,271	\$ 41,459,399	\$ 40,603,840	\$ 855,559	2.1%
REVENUES OVER EXPENSES SURPLUS/(DEFICIET)	\$ 136,552	\$ 11,379	\$ (456,563)	\$ 136,553	\$ 2,051,498	\$ 1,914,946	
UNREALIZED GAIN/(LOSS) ON LT INVESTMENTS	\$ -	\$ -	\$ 31,555	\$ -	\$ 815,612	\$ 815,612	
REVENUES OVER EXPENSES NET OF LT INVESTMENTS SURPLUS/(DEFICIT)	\$ 136,552	\$ 11,379	\$ (488,118)	\$ 136,553	\$ 1,235,886	\$ 1,099,334	

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED REVENUES
June 30, 2026

SOURCE							MONTH #	12
	TOTAL BUDGET	MONTHLY BUDGET	CURRENT MONTH REVENUE	Y-T-D BUDGET	Y-T-D REVENUE	Y-T-D VARIANCE FAV (UNFAV) DOLLARS		%
MEDICAID REVENUE	\$ 14,353,780	\$ 1,196,148	\$ 1,161,791	\$ 14,353,780	\$ 14,124,190	\$ (229,590)		-1.6%
JEFFERSON COUNTY	\$ 13,274,053	\$ 1,106,171	\$ 1,029,805	\$ 13,274,053	\$ 12,815,857	\$ (458,196)		-3.5%
STATE PROGRAM	\$ 10,241,201	\$ 853,433	\$ 1,299,502	\$ 10,241,201	\$ 10,459,389	\$ 218,188		2.1%
SUPPORTED LIVING SERVICES	\$ 860,277	\$ 71,690	\$ 72,419	\$ 860,277	\$ 799,829	\$ (60,448)		-7.0%
ROOM AND BOARD	\$ 1,032,129	\$ 86,011	\$ 67,857	\$ 1,032,129	\$ 978,807	\$ (53,322)		-4.2%
DONATIONS/GRANTS	\$ 762,130	\$ 63,511	\$ 31,018	\$ 762,130	\$ 1,396,426	\$ 634,296		83.2%
RENTAL REVENUE	\$ 403,372	\$ 33,614	\$ 41,806	\$ 403,372	\$ 485,612	\$ 82,240		20.4%
HUD SUBSIDIES	\$ 263,460	\$ 21,955	\$ 20,608	\$ 263,460	\$ 243,053	\$ (20,407)		-8.7%
MISCELLANEOUS	\$ 20,000	\$ 1,667	\$ 258	\$ 20,000	\$ 28,775	\$ 8,775		43.9%
INTEREST	\$ 300,000	\$ 25,000	\$ 44,792	\$ 300,000	\$ 372,672	\$ 72,672		24.2%
PRIVATE PAY	\$ 21,464	\$ 1,789	\$ 4,855	\$ 21,464	\$ 69,466	\$ 48,002		223.6%
UNREALIZED GAIN/(LOSS) ON INVESTMENT	\$ -	\$ -	\$ 31,555	\$ -	\$ 815,612	\$ 815,612		100.0%
EXTERNAL TOTAL REVENUE	\$ 41,531,866	\$ 3,460,989	\$ 3,806,266	\$ 41,531,866	\$ 42,589,688	\$ 1,057,822		2.5%
INTERNAL REVENUES	\$ 64,086	\$ 5,341	\$ 5,442	\$ 64,086	\$ 65,651	\$ 1,565		4.4%
	\$ 41,595,952	\$ 3,466,329	\$ 3,811,708	\$ 41,595,952	\$ 42,655,339	\$ 1,059,387		2.5%
1% OF Y-T-D REVENUE					\$ 425,897			
1/2 % OF Y-T-D REVENUE					\$ 212,948			
FLUCTUATION THRESHOLD					\$ 25,000	& 10%		

DEVELOPMENTAL DISABILITIES RESOURCE CENTER

UNAUDITED EXPENSES
June 30, 2026

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	\$ 6,678,817	\$ 556,568	\$ 752,176	\$ 6,678,817	\$ 6,724,380	\$ (45,563)	-0.7%
OPERATING	\$ 1,931,662	\$ 160,972	\$ 152,860	\$ 1,931,662	\$ 1,813,442	\$ 118,220	6.1%
PURCHASE OF SERVICES	\$ 4,430,810	\$ 369,234	\$ 342,085	\$ 4,430,810	\$ 4,160,965	\$ 269,845	6.1%
TOTALS	\$ 13,041,289	\$ 1,086,774	\$ 1,247,121	\$ 13,041,289	\$ 12,698,787	\$ 342,502	2.6%
EARLY INTERVENTION							
PERSONNEL	\$ 7,336,875	\$ 611,406	\$ 822,203	\$ 7,336,875	\$ 7,394,950	\$ (58,075)	-0.8%
OPERATING / PURCHASE OF SERVICE	\$ 3,346,321	\$ 278,860	\$ 353,302	\$ 3,346,321	\$ 3,568,663	\$ (222,342)	-6.6%
TOTALS	\$ 10,683,196	\$ 890,266	\$ 1,175,505	\$ 10,683,196	\$ 10,963,613	\$ (280,417)	-2.6%
ADULT DAY PROGRAM							
PERSONNEL	\$ 3,693,146	\$ 307,762	\$ 438,393	\$ 3,693,146	\$ 3,771,696	\$ (78,550)	-2.1%
OPERATING	\$ 1,926,979	\$ 160,582	\$ 157,383	\$ 1,926,979	\$ 1,714,488	\$ 212,491	11.0%
TOTALS	\$ 5,620,125	\$ 468,344	\$ 595,776	\$ 5,620,125	\$ 5,486,184	\$ 133,941	2.4%
ADMINISTRATION							
PERSONNEL	\$ 3,427,286	\$ 285,607	\$ 349,082	\$ 3,427,286	\$ 3,581,029	\$ (153,743)	-4.5%
OPERATING	\$ 1,743,782	\$ 145,315	\$ 151,679	\$ 1,743,782	\$ 1,894,813	\$ (151,031)	-8.7%
TOTALS	\$ 5,171,068	\$ 430,922	\$ 500,761	\$ 5,171,068	\$ 5,475,842	\$ (304,774)	-5.9%
SUPPORTED LIVING SERVICES							
PERSONNEL	\$ 1,472,816	\$ 122,735	\$ 131,329	\$ 1,472,816	\$ 1,222,988	\$ 249,828	17.0%
OPERATING	\$ 207,525	\$ 17,294	\$ 24,496	\$ 207,525	\$ 219,726	\$ (12,201)	-4.9%
TOTALS	\$ 1,680,341	\$ 140,028	\$ 155,825	\$ 1,680,341	\$ 1,442,714	\$ 237,627	14.1%
BEHAVIORAL HEALTH							
PERSONNEL	\$ 746,595	\$ 62,216	\$ 63,853	\$ 746,595	\$ 711,327	\$ 35,268	4.7%
OPERATING	\$ 288,317	\$ 24,026	\$ 21,582	\$ 288,317	\$ 260,708	\$ 27,609	9.6%
TOTALS	\$ 1,034,912	\$ 86,243	\$ 85,435	\$ 1,034,912	\$ 972,035	\$ 62,877	6.1%
THERAPEUTIC RECREATION							
PERSONNEL	\$ 605,743	\$ 50,479	\$ 67,525	\$ 605,743	\$ 622,404	\$ (16,661)	-2.8%
OPERATING	\$ 184,128	\$ 15,344	\$ 11,564	\$ 184,128	\$ 231,030	\$ (46,902)	-25.5%
TOTALS	\$ 789,871	\$ 65,823	\$ 79,089	\$ 789,871	\$ 853,434	\$ (63,563)	-8.0%
TERMINAL							
PERSONNEL	\$ 191,985	\$ 15,999	\$ 20,586	\$ 191,985	\$ 191,706	\$ 279	0.1%
OPERATING / PURCHASE OF SERVICE	\$ 77,063	\$ 6,422	\$ 13,829	\$ 77,063	\$ 74,455	\$ 2,608	3.4%
TOTALS	\$ 269,048	\$ 22,421	\$ 34,415	\$ 269,048	\$ 266,161	\$ 2,887	1.1%
COMMUNITY PROGRAMS							
PERSONNEL	\$ 126,107	\$ 10,509	\$ 12,071	\$ 126,107	\$ 127,017	\$ (910)	-0.7%
OPERATING	\$ 4,282	\$ 357	\$ 204	\$ 4,282	\$ 2,685	\$ 1,597	37.3%
COMMUNITY FUNDED PROGRAMS	\$ 3,039,161	\$ 253,263	\$ 382,069	\$ 3,039,161	\$ 2,315,368	\$ 723,793	23.8%
	\$ 3,169,550	\$ 264,129	\$ 394,344	\$ 3,169,550	\$ 2,445,070	\$ 724,480	22.9%
SUMMARY							
PERSONNEL	\$ 24,279,369	\$ 2,023,281	\$ 2,657,218	\$ 24,279,369	\$ 24,347,497	\$ (68,128)	-0.3%
OPERATING	\$ 9,710,059	\$ 809,172	\$ 886,899	\$ 9,710,059	\$ 9,780,010	\$ (69,951)	-0.7%
PURCHASE OF SERVICES	\$ 4,430,810	\$ 369,234	\$ 342,085	\$ 4,430,810	\$ 4,160,965	\$ 269,845	6.1%
COMMUNITY FUNDED PROGRAMS	\$ 3,039,161	\$ 253,263	\$ 382,069	\$ 3,039,161	\$ 2,315,368	\$ 723,793	23.8%
TOTALS	\$ 41,459,399	\$ 3,454,950	\$ 4,268,271	\$ 41,459,399	\$ 40,603,840	\$ 855,559	2.1%
1% OF Y-T-D EXPENSE					\$ 406,038		
1/2 % OF Y-T-D EXPENSE					\$ 203,019		
FLUCTUATION THRESHOLD					\$ 25,000	& 10%	

Developmental Disabilities Resource Center
Unaudited Statement of Financial Position

ASSETS	Unaudited June 30, 2026	Audited June 30, 2025
Current Assets		
Cash		
Cash and cash equivalents	\$16,811,855	\$19,491,130
Including capital reserve of \$6,609,311		
Certificates of deposit	976,403	407,442
Receivables		
Fees and grants from governmental agencies	4,396,311	3,929,454
Other	2,266,248	507,003
Prepaid expenses and other	1,361,872	1,269,443
Total Current Assets	<u>25,812,689</u>	<u>25,604,472</u>
Land, building and equipment	27,700,113	26,422,301
Less: Accumulated Depreciation	(20,689,090)	(19,893,084)
Net Fixed Assets	<u>7,011,023</u>	<u>6,529,217</u>
Restricted certificates of deposit	179,471	173,403
Investments	7,132,878	5,919,049
Restricted cash	136,608	136,608
Total Assets	<u><u>\$40,272,669</u></u>	<u><u>\$38,362,749</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	2,627,814	\$2,696,153
Notes payable	96,525	96,525
Accrued expenses	1,761,063	1,898,243
Deferred revenue	68,371	4,430
Total liabilities	<u>4,553,773</u>	4,695,351
Net assets		
Net assets	<u>35,718,896</u>	33,667,398
Total net assets	<u>35,718,896</u>	33,667,398
Total liabilities and net assets	<u><u>\$40,272,669</u></u>	<u><u>\$38,362,749</u></u>

Developmental Disabilities Resource Center
Unaudited Statement of Cash Flows

	Unaudited June 30, 2026	Audited June 30, 2025
Cash flows from operating activities:		
Change in net assets	\$2,051,498	\$2,488,197
Adjustment for non cash items:		
In-Kind Donation		
Depreciation	795,965	689,397
(Gain)/loss on asset disposition	(5,741)	36,577
Unrealized (Gain)/Loss on Investment	(1,213,829)	(395,982)
Change in assets and liabilities:		
Accounts receivable	(2,226,102)	1,904,103
Other assets	(92,429)	(157,893)
Accounts payable and accrued expense	(205,519)	650,781
Deferred Revenue	63,941	162
Cash provided by operations	<u>(832,216)</u>	<u>5,215,342</u>
Cash flows from investing activities:		
Change in CDs	(575,029)	(15,745)
Proceeds from redemption of investments	-	1,772,298
Proceeds from sale of fixed assets	5,741	20,699
Purchase of investments	-	(1,830,511)
Purchase of fixed assets	(1,277,771)	(1,224,422)
Cash provided by investing activity	<u>(1,847,059)</u>	<u>(1,277,681)</u>
Cash flows from financing activities:		
Issuance of notes payable	-	-
Payments on notes payable	-	(14,172)
	<u>-</u>	<u>(14,172)</u>
NET INCREASE (DECREASE) IN CASH	(2,679,275)	3,923,489
Cash balance, beginning of period	<u>19,627,734</u>	<u>15,704,249</u>
Cash balance, end of period	<u><u>\$16,948,459</u></u>	<u><u>\$19,627,734</u></u>