



July 17th, 2017

**Camden County Senate Bill 40 Board
(dba) Camden County Developmental
Disability Resources**

Open Session Board Meeting

Agenda

Camden County Senate Bill 40 Board
D/b/a Camden County Developmental Disability Resources
100 Third Street
Camdenton, MO 65020

Tentative Agenda for Open Session Board Meeting on July 17th, 2017, 4:00 PM

This Board Meeting will be held at:

255 Keystone Industrial Park Drive

Camdenton, MO 65020

Call to Order/Roll Call

Approval of Agenda

Approval of Open Session Board Meeting Minutes for June 19th, 2017

Acknowledgement of Distributed Materials to Board Members

- CLC Monthly Reports
- LAI Monthly Reports
- June 2017 Support Coordination Report
- June 2017 CARF Reports
- June 2017 Employment Report
- June 2017 Agency Economic Report
- May 2017 Credit Card Statement
- Resolutions 2017-24 & Resolution 2017-25

Speakers/Guests

- NONE

Monthly Reports

- Arc of the Lake
- Lake of the Ozarks Developmental Center (LODC)
- Children's Learning Center (CLC)
- Lake Area Industries (LAI)

Old Business for Discussion

- TCM Contract Negotiations

New Business for Discussion

- RFP 2017-1: REPAIR OF DAMAGED STRUCTURAL AREAS & ROOF REPLACEMENT - Opening of Bid(s)
- CCDDR/LAI Joint Committee Report
- 2017 Revised Budget Progress

June Support Coordination Report

June CARF Reports

June Employment Report

June Agency Economic Report

May 2017 Credit Card Statement

Discussion & Conclusion of Resolutions:

1. Resolution 2017-24: Amendment to LAI Capital Funding Contract January 1st, 2016, to December 31st, 2017
2. Resolution 2017-25: Approval of Amended Client-Family Handbook

Public Comment

Pursuant to **ARTICLE IV, "Meetings"**, Section 5. Public Comment:

"The Board values input from the public. There shall be opportunity for comment by the public during the portion of the Board agenda designated for "Public Comment". Public comment shall be limited to no more than 3 minutes per person to allow all who wish to participate to speak. It is the policy of the Board that the Board shall not respond to public comment at the Board meeting."

"Only comments related to agency-related matters will be received, however such comments need not be related to specific items of the Board's agenda for the meeting. The Board shall not receive comments related to specific client matters and/or personnel grievances, which are addressed separately per Board policies and procedures."

Adjournment

The news media may obtain copies of this notice by contacting:

Ed Thomas, CCDDR Executive Director

5816 Osage Beach Parkway, Suite 108, Osage Beach, MO 65065

Office: 573-693-1511 Fax: 573-693-1515 Email: director@ccddr.org

June 19th, 2017

Open Session Minutes

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Open Session Minutes of June 19th, 2017

Members Present Shana Weber, Lisa Jackson, Suzanne Perkins,
Chris Bothwell, Jim Powell, Brian Willey (arrived at 4:17 PM),
Max Fisher via telephone

Members Absent Angela Sellers, Paul DiBello

Others Present Ed Thomas, Executive Director

Guests Natalie Couch, Lillie Smith, Jim Rogers
Susan Daniels (CLC)
Marilyn Martin (LODC)
Rachel Baskerville, Jeanna Booth, Linda Gifford, Gigi Maha,
Myrna Blaine, Edmond Thomas, Linda Simms (CCDDR)

Approval of Agenda

Motion by Chris Bothwell, second Shana Weber, to approve the agenda as presented.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell

NO: None

Approval of Open Session Board Minutes for May 15th, 2017

Motion by Chris Bothwell, second Shana Weber, to approve the May 15th minutes as presented.

AYE: Shana Weber, Lisa Jackson, Max Fisher,
Chris Bothwell

NO: None

Abstain: Suzanne Perkins, Jim Powell
because they were not present at the
May 15th, 2017 meeting.

Approval of Closed Session Board Minutes for May 15th, 2017

Motion by Shana Weber, second Chris Bothwell, to approve the May 15th minutes as presented.

AYE: Shana Weber, Lisa Jackson, Max Fisher,
Chris Bothwell

NO: None

Abstain: Suzanne Perkins, Jim Powell
because they were not present at the
May 15th, 2017 meeting

Acknowledgement of Distributed Materials to Board Members

- CLC Monthly Reports
- LAI Monthly Reports
- May 2017 Support Coordination Report
- May 2017 CARF Report
- CARF Performance Measurement & Management Report 2015 to 2017
- May 2017 Employment Report
- May 2017 Agency Economic Report
- April 2017 Credit Card Statement
- Resolution 2017-22, Resolution 2017-23, & Biannual Ethics Commission Resolution

Speakers/Guests

- None

Monthly Reports

Lake of the Ozarks Developmental Center (LODC)

Marilyn Martin

Marilyn was successful in filling the position for CNA and thanked the board for suggesting VoTech as a resource. The day program was converted for many LODC consumers with significant medical needs who met the DMH definition of benefits exception. LODC consumers enjoyed special event outings thru locally funded grants. Several LODC folks are preparing crafts to submit at the Laclede County Fair. Two vehicles were granted by MoDot to LODC to replace agency vans.

Children's Learning Center (CLC)

Susan Daniels

CLC initial attendance is at capacity (18 – 20) but sickness, vacation and surgeries are pulling daily attendance down. A part time PARA has been hired and will begin in the fall. Wet Steps Raffle raised \$1783. The 5K Night Glow had 290 registered and over 300 attending. 226 runners crossed the finish line. The event went great, raising over \$12,000. All is going good at CLC.

Lake Area Industries (LAI)

Natalie Couch

A lot of digging has been done into the financials and there are a few things that should be taken into consideration in regards to the performance record. Reimbursements received from SB40 for capital expenditures are not recorded as an expense on P & L statement but go on books as an asset. The expense on the books will never be seen but the income will. This is kind of a false income and it has been removed. Grant money has not been spent. Once everything was removed from books, a net income for May was about \$7,000. Contract Packaging is very busy with creamer project being finished half way. The foam was not picked up by the buyer on the foam recycling project but another buyer is paying .12 cents a pound for foam and presently there are 3 interested buyers to purchase foam. DNR will not fund foam project for 2018 as they have spent over \$200,000 on project and say the foam is not a high priority as environmental hazards go. Congressman and representatives are being contacted by LAI seeking assistance to keep the project going.

Shredding sales did very well for the month of May. A small inventory remains in Gifted Gardens and no additional funds will be added for 2017. Gifted Gardens has a pure profit for end of season of \$5,000; sales were lower due to not carrying a large inventory. A \$4,200 grant was received from Laclede Electric to assist in updating florescent to LED lighting.. Funds are also expected from Pumpkin Chunkin. Suzanne asked if the grant would take care of changing out all lights and Natalie replied she did not plan to pay anymore than amount funded. LAI received \$75 from the fundraiser at Buffalo Wild Wings and the results of Culver's event have not been received. Lisa asked about other fund raisers, one being to raise funds for an automatic door and asked if the fundraisers were for this project. Natalie reported that the fundraiser goals are to pay off debt.

Brian Willey came in at 4:17PM during the LAI presentation

The Executive Director provided some news he had just learned before the Board meeting. As a result of the work CCDDR and the Arc has done currently and in the past related to victimization, the Ohio Association of Boards, Ohio's MACDDS equivalent, has invited the Executive Director to speak and present at the Ohio Association of Boards annual convention this fall. The Executive Director will keep the Board updated.

Old Business for Discussion

- **FY 2018 TCM Contract Negotiations**

A 90 day extension period (July, August and September) was given for TCM contract negotiations due to more discussion being needed. There seems to be a push to get this signed without thorough review. The pay for services of Non-Medicaid clients, as well as the allocation cap is a big topic of discussion. The allocation formula is based on a percentage. Payment for services rendered cannot be withheld from State Medicare plan without legitimate reason to pay. In 2014 changed from IGA (inter governmental contract) to a provider contract. CCDDR is scheduled to pay \$65,000 to \$70, 000 this year for state allocated formula services. Two attorneys are researching the TCM contract allocation cap and non-Medicaid services. CCDDR is now paid for non-Medicaid thru county tax funds. 36,000 people receive TCM services in the state thru DMH. 7,000 to 8,000 of the 36,000 are not Medicaid eligible. Missouri is one of 4 states providing non-Medicaid TCM services. The state has a vested interest to reduce to a 40 to 1 ratio. CCDDR is setting precedence for the state. Billing now for eligible and non-eligible Medicaid is at same cost. The county will pick up and pay only for those that are non-Medicaid eligible. CCDDR hopes to keep all Medicaid funds and to pick up what

Medicaid and the state cannot pay. The Community and Comprehensive Waiver match agreement will terminate at end of June.

New Business for Discussion

- **Policy #10 Modifications & Capital Funding Agreement**

Investments are made with tax dollars; assets must be identified and protected. Some monies need to be recouped if lost. (CCDDR asset policy limit is \$500). Policy #10 was reviewed and modifications for the last 5 years were made. The policy has been sent to CCDDR attorney for review. LAI Capital funding agreement changes were identified, one being protection needs to be in place to have interest in the property, an “Instrument for security and protection.” Some items have to be used for intended specific purposes and cannot be sold

May Support Coordination Report

At May’s end, agency had 320 clients, 85% Medicaid eligible. Caseloads are still growing. TCM team is doing great things.

Motion by Suzanne Perkins, second Chris Bothwell, to approve the report as presented.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

May CARF Report

Percentages do not really change from month to month, IP outcomes are still low, but not sure why. The new software support system and state releasing new ISP guides takes more time to write.

Motion by Jim Powell, second Brian Willey, to approve the report as presented.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

CARF Performance Measurement & Management Report 2015 to 2017

CARF accreditation survey has to include performance analysis for 2014, 2015, and 2016. This year performance measurements will be set for 3 years. CARF requires certain standards be met and other outcomes can be determined. Suzanne asked if it was possible to ask CARF how other agencies gather needed data. Myrna converses with other agencies on how they gather data and she gathers ideas on how to capture, gather and tract data. CCDDR was the experiment as it was the first agency in the state to use Set-Works software for TCM services. Set-Works users group meets when MACDDS meet. We went thru a year long process of determining what we needed to measure.

Other counties come to CCDDRs' office to see how Set-Works is being used. CARF accreditation was explained. Several of CCDDR plans have been updated and reports must be turned into CARF by end of June.

Motion by Jim Powell, second Chris Bothwell, to approve the report as presented.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

May Employment Report:

Linda Gifford, Community Living Coordinator, gave brief update that client information had been in 3 software programs and was reduced to one which is Set-Works. Employment for our clients is holding steady with percentages being high for competitive employment. Camden County is at the top in our region. Myrna and Linda met with persons from the Springfield office regarding benefits could be kept while clients were employed.

Motion by Suzanne Perkins, second Chris Bothwell, to approve the report as presented.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

May Agency Economic Report

Income year to date – is pretty well balanced and even out. TCM expenses now reflect staff pay rate increases. CLC is less than budgeted on the grants side while LAI is over budget. Currently, possible revisions to the 2017 budget are being reviewed.

Motion by Chris Bothwell, second Brian Willey to approve the report as presented.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell, Brian Willey

NO: None

April 2017 Credit Card Statement

No Questions and a vote not necessary.

Discussion & Conclusion of Resolutions:

1. Resolution 2017-22: LAI Capital Agreement Continuance

LAI Capital Funding Contract Continuance Agreement, Paragraph 18 Terms of agreement date will be changed from January 1st, 2016 to December 31st, 2017. All other terms and conditions are to Remain the same. \$28,000 is left in fund

Motion by Suzanne Perkins, second Jim Powell, to approve the resolution as presented:

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

2. Resolution 2017-23: OATS Inc Contract Renewed July 1st, 2017 to June 30th, 2018 – Employment Transportation

Contract between CCDDR and OATS, Inc. is related to transportation for employment only of CCDDR clients beginning July 1st, 2017. Lisa asked if transportation transition had been good for LAI and Natalie replied yes.

Motion by Brian Willey, second Shana Weber, to approve the resolution as presented:

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

3. Biannual Ethics Commission Resolution

The resolution is required by Mo. Ethics bi-annually.

Motion by Jim Powell, second Brian Willey, to approve the Board of Directors Bi-Annual Ethics Commission Resolution as presented:

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

Adjournment:

Motion by Suzanne Perkins, second Chris Bothwell, to adjourn meeting.

AYE: Shana Weber, Lisa Jackson, Suzanne Perkins,
Max Fisher, Chris Bothwell, Jim Powell,
Brian Willey

NO: None

Board Chairman

Secretary

CLC Monthly Report



**SB40/CCDDR Funding Request
for
JULY 2017**

Utilizing JUNE 2017 Records

CHILDREN'S LEARNING CENTER
Statement of Activity
June 2017

	First Steps	Step Ahead	Not Specified	TOTAL
Revenue				0.00
40000 INCOME				0.00
41000 Contributions & Grants				12,777.53
41200 Camden County SB40	1,544.40	11,233.13		12,777.53
Total 41000 Contributions & Grants	\$ 1,544.40	\$ 11,233.13	\$ 0.00	\$ 12,777.53
42000 Program Services				0.00
Total 42100 First Steps	\$ 7,968.00	\$ 4,224.00	\$ 0.00	\$ 12,192.00
Total 42000 Program Services	\$ 7,968.00	\$ 4,224.00	\$ 0.00	\$ 12,192.00
43000 Tuition				0.00
43100 Dining				0.00
43120 Lunch		260.00		260.00
43130 Snack		70.00		70.00
Total 43100 Dining	\$ 0.00	\$ 330.00	\$ 0.00	\$ 330.00
43500 Tuition		3,507.00		3,507.00
43505 Subsidy Tuition		1,597.74		1,597.74
Total 43500 Tuition	\$ 0.00	\$ 5,104.74	\$ 0.00	\$ 5,104.74
Total 43000 Tuition	\$ 0.00	\$ 5,434.74	\$ 0.00	\$ 5,434.74
45000 Other Revenue				0.00
45200 Fundraising Income				0.00
45220 Summer Night Glow 5K		7,337.33		7,337.33
45221 Raffle-Summer Night Glow		145.00		145.00
Total 45220 Summer Night Glow 5K	\$ 0.00	\$ 7,482.33	\$ 0.00	\$ 7,482.33
Total 45200 Fundraising Income	\$ 0.00	\$ 7,482.33	\$ 0.00	\$ 7,482.33
45300 Miscellaneous Revenue				0.00
45310 Donations		2,250.00		2,250.00
45350 WetSteps		1,773.00		1,773.00
Total 45310 Donations	\$ 0.00	\$ 4,023.00	\$ 0.00	\$ 4,023.00
Total 45300 Miscellaneous Revenue	\$ 0.00	\$ 4,023.00	\$ 0.00	\$ 4,023.00
Total 45000 Other Revenue	\$ 0.00	\$ 11,505.33	\$ 0.00	\$ 11,505.33
Total 40000 INCOME	\$ 9,512.40	\$ 32,397.20	\$ 0.00	\$ 41,909.60
Total Revenue	\$ 9,512.40	\$ 32,397.20	\$ 0.00	\$ 41,909.60
Gross Profit	\$ 9,512.40	\$ 32,397.20	\$ 0.00	\$ 41,909.60
Expenditures				0.00
50000 EXPENDITURES				0.00
51000 Payroll Expenditures				0.00
Total 51100 Employee Salaries	\$ 0.00	\$ 16,585.23	\$ 0.00	\$ 16,585.23
Total 51500 Employee Taxes	\$ 0.00	\$ 1,501.17	\$ 0.00	\$ 1,501.17
Total 51600 Health Insurance	\$ 0.00	\$ 954.68	\$ 0.00	\$ 954.68
Total 51000 Payroll Expenditures	\$ 0.00	\$ 19,041.08	\$ 0.00	\$ 19,041.08
52000 Advertising/Promotional		16.95		16.95
53000 Equipment		109.98		109.98
54000 Fundraising/Grants				0.00

54200 Summer Night Glow 5K		1,674.19		1,674.19
Total 54000 Fundraising/Grants	\$ 0.00	\$ 1,674.19	\$ 0.00	\$ 1,674.19
56000 Office Expenditures				0.00
56100 Copy Machine	106.39	486.71		593.10
56300 Office Supplies		157.28		157.28
56400 Postage & Delivery		49.00		49.00
Total 56000 Office Expenditures	\$ 106.39	\$ 692.99	\$ 0.00	\$ 799.38
57000 Office/General Administrative Expenditures				0.00
57100 Accounting Fees				0.00
57150 Online Accounting Software Service		109.50		109.50
Total 57100 Accounting Fees	\$ 0.00	\$ 109.50	\$ 0.00	\$ 109.50
57160 QuickBooks Payments Fees	11.99	27.96		39.95
57400 Child Management Software		35.00		35.00
57900 Seminars/Training		80.00		80.00
57960 Janitorial/Custodial		850.00		850.00
Total 57000 Office/General Administrative Expenditures	\$ 11.99	\$ 1,102.46	\$ 0.00	\$ 1,114.45
58000 Operating Supplies		287.42		287.42
58100 Consumables		64.60		64.60
58200 Dining		1,356.25		1,356.25
58400 Sanitizing		56.95		56.95
Total 58000 Operating Supplies	\$ 0.00	\$ 1,765.22	\$ 0.00	\$ 1,765.22
59000 Program Service Fees				0.00
Total 59100 First Steps	\$ 7,873.70	\$ 0.00	\$ 0.00	\$ 7,873.70
Total 59000 Program Service Fees	\$ 7,873.70	\$ 0.00	\$ 0.00	\$ 7,873.70
61000 Repair & Maintenance		1,240.00		1,240.00
63000 Utilities				0.00
63100 Electric	198.78	463.81		662.59
63200 Internet	18.00	41.99		59.99
63300 Telephone	38.57	90.00		128.57
63400 Trash Service		72.74		72.74
63500 Water Softener		48.00		48.00
Total 63000 Utilities	\$ 255.35	\$ 716.54	\$ 0.00	\$ 971.89
Total 50000 EXPENDITURES	\$ 8,247.43	\$ 26,359.41	\$ 0.00	\$ 34,606.84
Total Expenditures	\$ 8,247.43	\$ 26,359.41	\$ 0.00	\$ 34,606.84
Net Operating Revenue	\$ 1,264.97	\$ 6,037.79	\$ 0.00	\$ 7,302.76
Net Revenue	\$ 1,264.97	\$ 6,037.79	\$ 0.00	\$ 7,302.76

CHILDREN'S LEARNING CENTER
Statement of Activity
 January - June, 2017

	First Steps	Step Ahead	Not Specified	TOTAL
Revenue				0.00
40000 INCOME				0.00
41000 Contributions & Grants				3,547.83
41100 CACFP		3,547.83		3,547.83
41200 Camden County SB40	5,148.00	55,757.49		60,905.49
41500 Misc. Grant Revenue		2,962.44		2,962.44
Total 41000 Contributions & Grants	\$ 5,148.00	\$ 62,267.76	\$ 0.00	\$ 67,415.76
42000 Program Services				0.00
Total 42100 First Steps	\$ 57,515.87	\$ 19,911.00	\$ 0.00	\$ 77,426.87
Total 42000 Program Services	\$ 57,515.87	\$ 19,911.00	\$ 0.00	\$ 77,426.87
43000 Tuition				0.00
43100 Dining				0.00
43110 Birthday		10.00		10.00
43120 Lunch		1,285.00		1,285.00
43130 Snack		265.00		265.00
Total 43100 Dining	\$ 0.00	\$ 1,560.00	\$ 0.00	\$ 1,560.00
43200 Enrollment Fees		75.00		75.00
43500 Tuition		18,345.00		18,345.00
43505 Subsidy Tuition		11,149.83		11,149.83
Total 43500 Tuition	\$ 0.00	\$ 29,494.83	\$ 0.00	\$ 29,494.83
Total 43000 Tuition	\$ 0.00	\$ 31,129.83	\$ 0.00	\$ 31,129.83
45000 Other Revenue		200.90		200.90
45200 Fundraising Income				0.00
45220 Summer Night Glow 5K		11,447.33		11,447.33
45221 Raffle-Summer Night Glow		365.00		365.00
Total 45220 Summer Night Glow 5K	\$ 0.00	\$ 11,812.33	\$ 0.00	\$ 11,812.33
45240 Scholastic, Inc.		36.00		36.00
45270 Frosty Float Fundraiser		2,300.00		2,300.00
45280 Pizza For A Purpose		3,643.27		3,643.27
Total 45200 Fundraising Income	\$ 0.00	\$ 17,791.60	\$ 0.00	\$ 17,791.60
45300 Miscellaneous Revenue				0.00
45310 Donations		3,702.50		3,702.50
45312 Community Rewards		392.61		392.61
45350 WetSteps		1,793.00		1,793.00
Total 45310 Donations	\$ 0.00	\$ 5,888.11	\$ 0.00	\$ 5,888.11
Total 45300 Miscellaneous Revenue	\$ 0.00	\$ 5,888.11	\$ 0.00	\$ 5,888.11
Total 45000 Other Revenue	\$ 0.00	\$ 23,880.61	\$ 0.00	\$ 23,880.61
Total 40000 INCOME	\$ 62,663.87	\$ 137,189.20	\$ 0.00	\$ 199,853.07
Total Revenue	\$ 62,663.87	\$ 137,189.20	\$ 0.00	\$ 199,853.07
Gross Profit	\$ 62,663.87	\$ 137,189.20	\$ 0.00	\$ 199,853.07
Expenditures				0.00
50000 EXPENDITURES				0.00
51000 Payroll Expenditures				0.00
Total 51100 Employee Salaries	\$ 0.00	\$ 91,163.14	\$ 0.00	\$ 91,163.14
Total 51500 Employee Taxes	\$ 0.00	\$ 8,836.83	\$ 0.00	\$ 8,836.83
Total 51600 Health Insurance	\$ 131.06	\$ 5,796.29	\$ 0.00	\$ 5,927.35
51800 Payroll Bank/Electronic Transaction Fees		-11.00		-11.00
51900 Workermans Comp Insurance		1,807.00		1,807.00
Total 51000 Payroll Expenditures	\$ 131.06	\$ 107,592.26	\$ 0.00	\$ 107,723.32
52000 Advertising/Promotional		385.39		385.39
53000 Equipment		3,048.32		3,048.32
54000 Fundraising/Grants		9.85		9.85
54200 Summer Night Glow 5K		3,957.27		3,957.27

54400 Scholastic, Inc.		36.00		36.00
54600 Frosty Float Fundraiser	1,496.07	266.80		1,762.87
54700 Pizza For A Purpose		72.81		72.81
Total 54000 Fundraising/Grants	\$ 1,496.07	\$ 4,342.73	\$ 0.00	\$ 5,838.80
55000 Insurance				0.00
55100 Brokerage/Other Fees		66.00		66.00
55200 Commercial General Liability		632.00		632.00
55300 Commercial Property		512.00		512.00
55400 Director's & Officers		478.00		478.00
55500 Hired & Non-Owned Auto		52.00		52.00
55600 Professional Liability		933.00		933.00
55700 Crime Policy		533.00		533.00
Total 55000 Insurance	\$ 0.00	\$ 3,208.00	\$ 0.00	\$ 3,208.00
56000 Office Expenditures				0.00
56100 Copy Machine	677.80	2,131.63		2,809.43
56200 Miscellaneous		196.00		196.00
56300 Office Supplies		1,003.20		1,003.20
56400 Postage & Delivery	19.20	182.60		201.80
Total 56000 Office Expenditures	\$ 697.00	\$ 3,513.43	\$ 0.00	\$ 4,210.43
57000 Office/General Administrative Expenditures				0.00
57100 Accounting Fees				0.00
57150 Online Accounting Software Service		424.40		424.40
Total 57100 Accounting Fees	\$ 0.00	\$ 424.40	\$ 0.00	\$ 424.40
57160 QuickBooks Payments Fees	71.94	167.76		239.70
57200 Bank Charges				0.00
57220 Stop Payment/Return Check Fees		0.00		0.00
Total 57200 Bank Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
57400 Child Management Software		210.00		210.00
57600 License/Accreditation/Permit Fees		1,655.30		1,655.30
57900 Seminars/Training		190.00		190.00
57960 Janitorial/Custodial		2,600.00		2,600.00
Total 57000 Office/General Administrative Expenditures	\$ 71.94	\$ 5,247.46	\$ 0.00	\$ 5,319.40
58000 Operating Supplies		1,322.11		1,322.11
58100 Consumables		2,864.57		2,864.57
58200 Dining		5,128.83		5,128.83
58400 Sanitizing		295.40		295.40
Total 58000 Operating Supplies	\$ 0.00	\$ 9,610.91	\$ 0.00	\$ 9,610.91
59000 Program Service Fees				0.00
Total 59100 First Steps	\$ 54,410.07	\$ 0.00	\$ 0.00	\$ 54,410.07
Total 59000 Program Service Fees	\$ 54,410.07	\$ 0.00	\$ 0.00	\$ 54,410.07
61000 Repair & Maintenance		1,519.36		1,519.36
62000 Safety & Security	45.00	131.01		176.01
63000 Utilities				0.00
63100 Electric	594.44	1,674.72		2,269.16
63200 Internet	108.00	251.94		359.94
63300 Telephone	225.88	527.05		752.93
63400 Trash Service		254.59		254.59
63500 Water Softener		144.00		144.00
Total 63000 Utilities	\$ 928.32	\$ 2,862.30	\$ 0.00	\$ 3,780.62
Total 60000 EXPENDITURES	\$ 57,779.46	\$ 141,449.17	\$ 0.00	\$ 199,228.63
Total Expenditures	\$ 57,779.46	\$ 141,449.17	\$ 0.00	\$ 199,228.63
Net Operating Revenue	\$ 4,884.41	\$ 4,259.97	\$ 0.00	\$ 624.44
Net Revenue	\$ 4,884.41	\$ 4,259.97	\$ 0.00	\$ 624.44

CHILDREN'S LEARNING CENTER
Statement of Cash Flows
June 2017

	First Steps	Step Ahead	Not Specified	TOTAL
OPERATING ACTIVITIES				
Net Revenue	1,264.97	6,037.79		7,302.76
Adjustments to reconcile Net Revenue to Net Cash provided by operations:				
Accounts Receivable (A/R)			-1,165.00	-1,165.00
Accounts Payable (A/P)			-21.05	-21.05
21000 CBOLO MasterCard -8027		-1,766.58	610.85	-1,155.73
21200 Kroger-DS1634 CLC		-1,080.63	1,352.27	271.64
22100 Payroll Liabilities:Anthem			73.06	73.06
22200 Payroll Liabilities:Childcare Tuition			120.00	120.00
22300 Payroll Liabilities:Federal Taxes (941/944)			0.00	0.00
22400 Payroll Liabilities:MO Income Tax			15.00	15.00
22500 Payroll Liabilities:MO Unemployment Tax			237.97	237.97
Direct Deposit Payable			-746.00	-746.00
Payroll Liabilities:Health Care (United HealthCare)			0.00	0.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	\$ 0.00	-\$ 2,847.21	\$ 477.10	-\$ 2,370.11
Net cash provided by operating activities	\$ 1,264.97	\$ 3,190.58	\$ 477.10	\$ 4,932.65
Net cash increase for period	\$ 1,264.97	\$ 3,190.58	\$ 477.10	\$ 4,932.65
Cash at beginning of period			25,957.31	25,957.31
Cash at end of period	\$ 1,264.97	\$ 3,190.58	\$ 26,434.41	\$ 30,889.96

Monday, Jul 10, 2017 09:37:58 AM GMT-7

CHILDREN'S LEARNING CENTER
Statement of Cash Flows
January - June, 2017

	First Steps	Step Ahead	Not Specified	TOTAL
OPERATING ACTIVITIES				
Net Revenue	4,884.41	-4,259.97	0.00	624.44
Adjustments to reconcile Net Revenue to Net Cash provided by operations:				0.00
Accounts Receivable (A/R)			-1,947.25	-1,947.25
Accounts Payable (A/P)			-45.05	-45.05
21000 CBOLO MasterCard -8027		-6,454.04	6,887.95	-566.09
21200 Kroger-DS1634 CLC		-7,636.21	7,461.48	-174.73
22100 Payroll Liabilities:Anthem			109.59	109.59
22200 Payroll Liabilities:Childcare Tuition			600.00	600.00
22300 Payroll Liabilities:Federal Taxes (941/944)			0.00	0.00
22400 Payroll Liabilities:MO Income Tax			61.00	61.00
22500 Payroll Liabilities:MO Unemployment Tax			241.31	241.31
Direct Deposit Payable			-1,416.48	-1,416.48
Payroll Liabilities:Health Care (United HealthCare)			172.50	172.50
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	\$ 0.00	-\$ 14,090.25	\$ 11,125.05	-\$ 2,965.20
Net cash provided by operating activities	\$ 4,884.41	-\$ 18,350.22	\$ 11,125.05	-\$ 2,340.76
Net cash increase for period	\$ 4,884.41	-\$ 18,350.22	\$ 11,125.05	-\$ 2,340.76
Cash at beginning of period			33,230.72	33,230.72
Cash at end of period	\$ 4,884.41	-\$ 18,350.22	\$ 44,355.77	\$ 30,889.96

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CHILDREN'S LEARNING CENTER
Statement of Financial Position
As of June 30, 2017

		Jan - Jun, 2017
ASSETS		
Current Assets		
Bank Accounts		30,889.96
11000 CBOLO Checking		30,889.96
Total Bank Accounts	\$	30,889.96
Accounts Receivable		1,784.75
Accounts Receivable (A/R)		1,784.75
Total Accounts Receivable	\$	1,784.75
Other Current Assets		0.00
14000 Undeposited Funds		0.00
Prepaid Expenses		7,971.74
Total Other Current Assets	\$	7,971.74
Total Current Assets	\$	40,646.45
TOTAL ASSETS	\$	40,646.45
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		-21.05
Accounts Payable (A/P)		-21.05
Total Accounts Payable	-\$	21.05
Credit Cards		168.58
21000 CBOLO MasterCard -8027		168.58
21200 Kroger-DS1634 CLC		565.85
Total Credit Cards	\$	734.43
Other Current Liabilities		
22000 Payroll Liabilities		1,534.09
22100 Anthem		1,251.44
22200 Childcare Tuition		-8,242.58
22300 Federal Taxes (941/944)		-2,653.48
22400 MO Income Tax		186.08
22500 MO Unemployment Tax		448.19
22600 Primevest Financial		776.25
Health Care (United HealthCare)		776.25
Total 22000 Payroll Liabilities	-\$	6,700.01
Direct Deposit Payable		-7,740.33
Total Other Current Liabilities	-\$	14,440.34
Total Current Liabilities	-\$	13,726.96
Total Liabilities	-\$	13,726.96
Equity		
30000 Opening Balance Equity		13,816.12
Retained Earnings		39,932.85
Net Revenue		624.44
Total Equity	\$	54,373.41
TOTAL LIABILITIES AND EQUITY	\$	40,646.45

**CLC AGENCY
PROGRESS
REPORT
(Step Ahead/First
Steps)**

CHILDREN'S LEARNING CENTER
AGENCY UPDATE/PROGRESS REPORT
JUNE 2017

○ **CHILD COUNT/ATTENDANCE**

Step Ahead currently has 21 children enrolled
16 of the 21 with special needs/dd (4 one-on-ones)
(Camden =21 Miller = 2)

○ **COMMUNITY EVENTS**

Attended:

6/9 - 10th Annual 5K Night GLOW
6/23 - Evers & Co. Audit

Current / Upcoming:

8/7 - 8/11 CLC Work Week (8/7 Easter Seals training & 8/10 First Aid/CPR training)
9/21 - Guest Speaker at Kiwani's (Noon @ Hyvee)
9/30 - Pumpkin Chuckin Palooza (11-6)

○ **GENERAL PROGRAM NEWS**

- Playground Scrap Tire Surface Material Grant with Mo Dept of Natural Resources submitted

○ **FUNDRAISING/GRANTS**

Upcoming Schwann Online Fundraiser

LAI Monthly Report



Monthly Financial Reports
Lake Area Industries, Inc.

JUNE 30, 2017

Lake Area Industries, Inc.
Balance Sheet Comparison
As of June 30, 2017

	As of Jun 30, 2017	As of Jun 30, 2016 (PY)
ASSETS		
Current Assets		
Total Bank Accounts	\$62,664	\$19,816
ACCOUNTS RECEIVABLE	\$66,676	\$72,739
Total Accounts Receivable	\$66,676	\$72,739
Other Current Assets		
GIFTED GARDEN CASH	\$500	\$500
INVENTORY	\$7,989	\$45,157
PETTY CASH	\$150	\$336
THRIFT STORE CASH	\$0	\$240
Undeposited Funds	\$25	\$0
Total Other Current Assets	\$8,664	\$46,233
Total Current Assets	\$138,004	\$138,789
Fixed Assets		
ACCUMULATED DEPRECIATION	(\$760,430)	(\$693,672)
AUTO AND TRUCK	\$217,090	\$217,090
BUILDING	\$366,571	\$356,718
FURN & FIX ORIGINAL VALUE	\$18,584	\$18,584
GH RETAIL STORE	\$16,505	\$16,505
GREENHOUSE EQUIPMENT	\$10,341	\$10,341
GREENHOUSE FACILITY	\$145,872	\$145,872
LAND	\$33,324	\$33,324
LAND IMPROVEMENT	\$25,502	\$25,502
MACHINERY & EQIPMENT	\$211,905	\$204,210
OFFICE EQUIPMENT	\$16,413	\$13,988
SHREDDING EQUIPMENT	\$45,572	\$45,572
Total Fixed Assets	\$347,248	\$394,033
Other Assets		
CURRENT CAPITAL IMPROVEMENT	\$28,790	\$11,053
SALES TAX BOND	\$1,060	\$1,060
UTILITY DEPOSITS	\$845	\$845
Total Other Assets	\$30,695	\$12,958
TOTAL ASSETS	\$515,947	\$545,779
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	\$28,601	\$40,259
Total Accounts Payable	\$28,601	\$40,259
Total Credit Cards	\$1,362	\$2,981
Other Current Liabilities		
ACCRUED WAGES	\$7,023	\$0
AFLAC DEDUCTIONS PAYABLE	(\$31)	\$0
FIRST NATIONAL BANK CREDIT LINE-4096	\$86,310	\$86,310
GARNISHMENTS PAYABLE	\$0	\$40
Gift Certificate Payable	(\$311)	(\$379)
Missouri Department of Revenue Payable	\$65	\$0
SALES TAX PAYABLE	\$3,509	(\$1)
Total Other Current Liabilities	\$96,565	\$85,970
Total Current Liabilities	\$126,528	\$129,210
Total Liabilities	\$126,528	\$129,210
Equity		
Opening Balance Equity	\$1,165	
Unrestricted Net Assets	\$316,060	\$356,403
Net Income	\$72,194	\$60,166
Total Equity	\$389,419	\$416,569
TOTAL LIABILITIES AND EQUITY	\$515,947	\$545,779

Lake Area Industries, Inc.
Profit and Loss

June 2017

	Jun 2017	Jan - Jun, 2017 (YTD)
Income		
CONTRACT PACKAGING	\$36,444	\$130,863
FOAM RECYCLING	\$11,913	\$28,785
GREENHOUSE SALES	\$4,343	\$51,764
SECURE DOCUMENT SHREDDING	\$3,425	\$17,730
Total Income	\$56,125	\$229,141
Cost of Goods Sold		
Cost of Goods Sold		\$9,564
GG PLANTS & SUPPLIES	\$271	\$30,164
MANUFACTURING SUPPLIES		\$13
SHIPPING AND DELIVERY	\$29	\$2,527
WAGES-EMPLOYEES	\$21,340	\$118,396
Total Cost of Goods Sold	\$21,640	\$160,665
Gross Profit	\$34,486	\$68,477
Expenses		
ACCTG. & AUDIT FEES		\$9,336
ALL OTHER EXPENSES	\$1,058	\$8,128
CASH OVER/SHORT	\$18	\$107
EQUIP. PURCHASES & MAINTENANCE	\$4,188	\$39,088
INSURANCE	\$1,515	\$9,262
NON MANUFACTURING SUPPLIES	\$2,380	\$7,789
PAYROLL	\$25,346	\$125,204
PAYROLL EXP & BENEFITS	\$5,463	\$29,370
PROFESSIONAL SERVICES	\$2,839	\$15,308
TRANSPORTATION EXPENSES		\$646
UTILITIES	\$1,670	\$12,019
Total Expenses	\$44,477	\$256,258
Net Operating Income	(\$9,991)	(\$187,781)
Other Income		
INTEREST INCOME	\$7	\$22
OTHER CONTRIBUTIONS	\$852	\$7,601
SB-40 REVENUE	\$20,357	\$159,533
STATE AID	\$17,214	\$92,820
Total Other Income	\$38,431	\$259,976
Total Other Expenses	\$0	\$0
Net Other Income	\$38,431	\$259,976
Net Income	\$28,439	\$72,194

Lake Area Industries, Inc.
Statement of Cash Flows
June 2017

OPERATING ACTIVITIES	
Net Income	\$28,439
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	(\$5,054)
INVENTORY:GG PLANT & SUPPLIES INVEN	\$271
INVENTORY:RAW MATERIAL INVENTORY	(\$348)
PETTY CASH	(\$8)
Accounts Payable	(\$16,193)
CBOLO CC - 5203	\$16
CBOLO CC - 5211	\$209
CBOLO CC - 5229	\$516
US BANK CC - 1669	(\$36)
US BANK CC - 2245	(\$133)
US BANK CC - 2260	(\$497)
US BANK CC - 2278	(\$387)
US BANK CC - 2286	(\$20)
AFLAC DEDUCTIONS PAYABLE	\$0
Missouri Department of Revenue Payable	\$12
SALES TAX PAYABLE	\$309
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(\$21,344)
Net cash provided by operating activities	\$7,096
INVESTING ACTIVITIES	
CURRENT CAPITAL IMPROVEMENT	(\$19,470)
Net cash provided by investing activities	(\$19,470)
FINANCING ACTIVITIES	
Opening Balance Equity	\$1,165
Net cash provided by financing activities	\$1,165
Net cash increase for period	(\$11,210)
Cash at beginning of period	\$73,899
Cash at end of period	\$62,689

A/P Aging Summary

As of June 30, 2017

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$12,604	\$15,242	\$764	\$0	(\$8)	\$28,601

A/R Aging Summary

As of June 30, 2017

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$60,553	\$5,898	\$226	\$0	\$0	\$66,676

Support Coordination Report

June 2017

Consumer Caseloads

- Number of Caseloads as of June 30th, 2017: 321
- Budgeted Number of Caseloads: 300
- Pending Number of New Intakes: 6
- Medicaid Eligibility: 85.98%

Caseload Counts

Rachel Baskerville - 10
Cynthia Brown - 42
Jennifer Clemons - 37
Lori Cornwell - 37
Linda Gifford - 28
Sharla Jenks - 27
Ryan Johnson - 38
Micah Joseph - 39
Annie Meyer - 36
Nicole Whittle - 27

**CARF Report
Medicaid Eligible
Clients**

Outcome Measurement Report



TCM

[TCM: % of the time new consumers will be contacted by their Support Coordinator \(SC\) within 5 business days of their eligibility determination \(1\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	9	0	0	100.00 %
Total	9	0	0	100.00 %
Goal				100 %

[TCM: Planning meeting is held within 30 days of eligibility date \(2\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	8	1	0	88.89 %
Total	8	1	0	88.89 %
Goal				100 %

[TCM: % of all annual Medicaid Waiver plans and plans subject to the Regional Office Utilization Review \(UR\) will be submitted via fax and email at least 22 calendar days prior to the plan implementation date. \(3\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters: Is Waiver: Yes;

	Yes	No	NA	Percentage
Targeted Case Management	29	30	0	49.15 %
Total	29	30	0	49.15 %
Goal				80 %

[TCM: % of all annual non-waiver plans will be emailed to the Regional Office at least 15 calendar days prior to the plan implementation date \(4\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	19	15	0	55.88 %
Total	19	15	0	55.88 %
Goal				80 %

Outcome Measurement Report



TCM: % of IP outcomes/action steps will be met (5)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	523	1627	0	24.33 %
Total	523	1627	0	24.33 %
Goal				80 %

TCM: % of Quarterly Reports met (6)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
Targeted Case Management	245	62	0	79.80 %
Total	245	62	0	79.80 %
Goal				95 %

TCM: % that shall have Outcomes implemented in their Individual Support Plan that encourage or support active participation in typical community events and activities (7)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	233	49	0	82.62 %
Total	233	49	0	82.62 %
Goal				75 %

TCM: % of time Billable (8)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Billable Hrs	Non-Billable Hrs	NA	Percentage
Targeted Case Management	5507	4267	0	56.34 %
Total	5507	4267	0	56.34 %
Goal				70 %

Outcome Measurement Report



[Consumer Forms \(% of consumers will report being satisfied or very satisfied with the services provided by their SC, as indicated on the Consumer Survey. \(9\)\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
Targeted Case Management	133	0	4	100.00 %
Total	133	0	4	100.00 %
Goal				90 %

[Consumer Forms \(% of consumers or parent/guardians of consumers served shall indicate their SC is available when needed, as indicated on the Consumer Survey. \(10\)\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
Targeted Case Management	134	0	4	100.00 %
Total	134	0	4	100.00 %
Goal				90 %

[TCM: % of Individual Support Plans chosen for TCM Reviews conducted by RRO will not require remediation \(11\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management				
Total				
Goal				80 %

[TCM: % of consumers will be given the resources or education to formulate a personal plan for personal safety and risk reduction to better protect them from abuse, neglect or exploitation \(12\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	231	51	0	81.91 %
Total	231	51	0	81.91 %
Goal				100 %

Outcome Measurement Report



[TCM: Will host at least one event per year designed to educate the community on abuse, neglect and financial exploitation of vulnerable persons; and how to report it. \(13\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	0	0	0	-
Total	0	0	0	-
Goal				100 %

[TCM: Provider demonstrates a commitment to community employment opportunities for persons served by making at least 15 referrals to Vocational Rehabilitation through the Outcomes and Action Steps included in the ISP. \(14\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
Targeted Case Management	79	0	0	100.00 %
Total	79	0	0	100.00 %
Goal				100 %

CARF Report
Medicaid Ineligible
Clients

Outcome Measurement Report



TCM

[TCM: % of the time new consumers will be contacted by their Support Coordinator \(SC\) within 5 business days of their eligibility determination \(1\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	6	0	0	100.00 %
Total	6	0	0	100.00 %
Goal				100 %

[TCM: Planning meeting is held within 30 days of eligibility date \(2\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	6	0	0	100.00 %
Total	6	0	0	100.00 %
Goal				100 %

[TCM: % of all annual Medicaid Waiver plans and plans subject to the Regional Office Utilization Review \(UR\) will be submitted via fax and email at least 22 calendar days prior to the plan implementation date. \(3\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters: Is Waiver: Yes;

	Yes	No	NA	Percentage
CCDDR	1	1	0	50.00 %
Total	1	1	0	50.00 %
Goal				80 %

[TCM: % of all annual non-waiver plans will be emailed to the Regional Office at least 15 calendar days prior to the plan implementation date \(4\)](#)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	11	4	0	73.33 %
Total	11	4	0	73.33 %
Goal				80 %

Outcome Measurement Report



TCM: % of IP outcomes/action steps will be met (5)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	41	156	0	20.81 %
Total	41	156	0	20.81 %
Goal				80 %

TCM: % of Quarterly Reports met (6)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
CCDDR	38	4	0	90.48 %
Total	38	4	0	90.48 %
Goal				95 %

TCM: % that shall have Outcomes implemented in their Individual Support Plan that encourage or support active participation in typical community events and activities (7)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	24	16	0	60.00 %
Total	24	16	0	60.00 %
Goal				75 %

TCM: % of time Billable (8)

For Services: Case Closure, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement

For Events:

Parameters:

	Billable Hrs	Non-Billable Hrs	NA	Percentage
CCDDR	342	837	0	29.01 %
Total	342	837	0	29.01 %
Goal				70 %

Outcome Measurement Report



[Consumer Forms \(% of consumers will report being satisfied or very satisfied with the services provided by their SC, as indicated on the Consumer Survey. \(9\)\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
CCDDR	14	0	0	100.00 %
Total	14	0	0	100.00 %
Goal				90 %

[Consumer Forms \(% of consumers or parent/guardians of consumers served shall indicate their SC is available when needed, as indicated on the Consumer Survey. \(10\)\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
CCDDR	14	0	0	100.00 %
Total	14	0	0	100.00 %
Goal				90 %

[TCM: % of Individual Support Plans chosen for TCM Reviews conducted by RRO will not require remediation \(11\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR				
Total				
Goal				80 %

[TCM: % of consumers will be given the resources or education to formulate a personal plan for personal safety and risk reduction to better protect them from abuse, neglect or exploitation \(12\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	25	15	0	62.50 %
Total	25	15	0	62.50 %
Goal				100 %

Outcome Measurement Report



[TCM: Will host at least one event per year designed to educate the community on abuse, neglect and financial exploitation of vulnerable persons; and how to report it. \(13\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	0	0	0	-
Total	0	0	0	-
Goal				100 %

[TCM: Provider demonstrates a commitment to community employment opportunities for persons served by making at least 15 referrals to Vocational Rehabilitation through the Outcomes and Action Steps included in the ISP. \(14\)](#)

For Services: Case Closure, Case Transition/Transfer, Documentation, Linking Resources, Planning Supports, Quarterly Review of Progress on ISPs, Service Monitoring/Quality Enhancement, Transfer of case responsibility

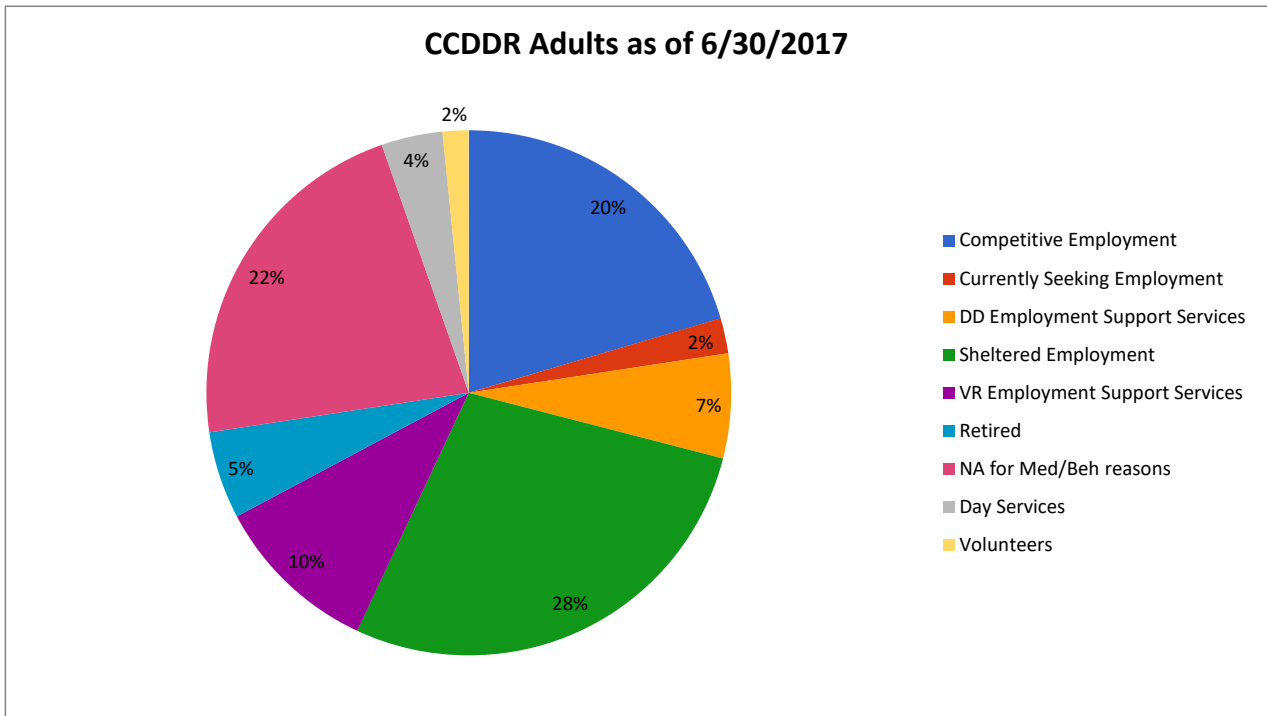
For Events:

Parameters:

	Yes	No	NA	Percentage
CCDDR	10	0	0	100.00 %
Total	10	0	0	100.00 %
Goal				100 %

Employment Report

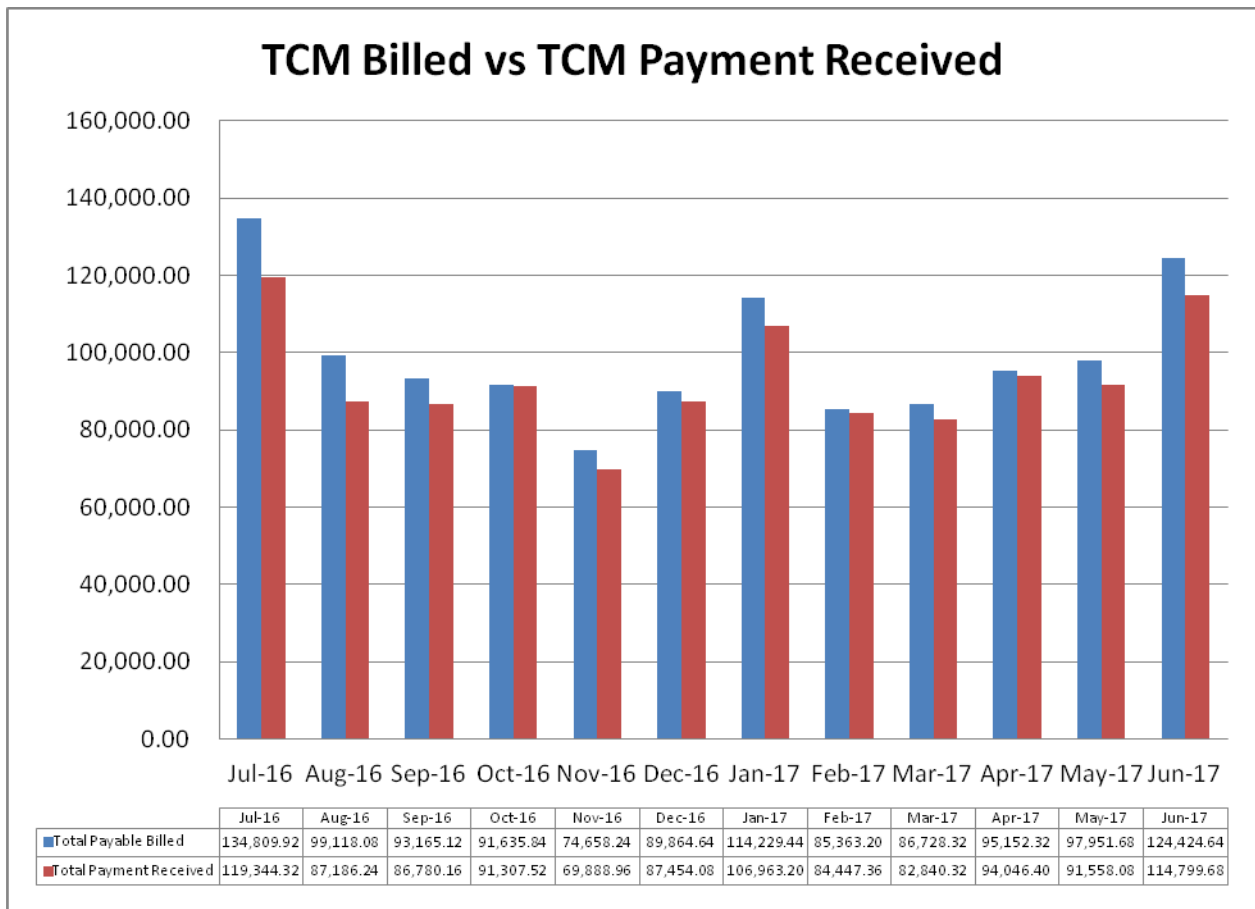
SC name	Competitive Employment	Currently Seeking Employment	DD Employment Support Services	Sheltered Employment	VR Employment Support Services	Retired	NA for Med/Beh reasons	Day Services	Volunteers
Agency Total	38	4	12	52	19	10	41	7	3
Percents from total of adults only	20.43%	2.15%	6.45%	27.96%	10.22%	5.38%	22.04%	3.76%	1.61%
Baskerville	5	0	0	2	0	0	0	0	0
Brown	5	0	0	4	4	1	2	1	0
Lyon	2	1	2	7	1	2	6	0	0
Cornwell	6	1	0	11	3	0	4	1	0
Gifford	7	0	0	2	3	1	1	0	0
Jenks	1	0	0	3	1	2	4	3	0
Johnson	2	2	1	5	4	2	5	0	2
Joseph	6	0	3	5	1	0	6	0	0
Meyer	1	0	3	11	0	2	11	1	1
Whittle	3	0	3	2	2	0	2	1	0



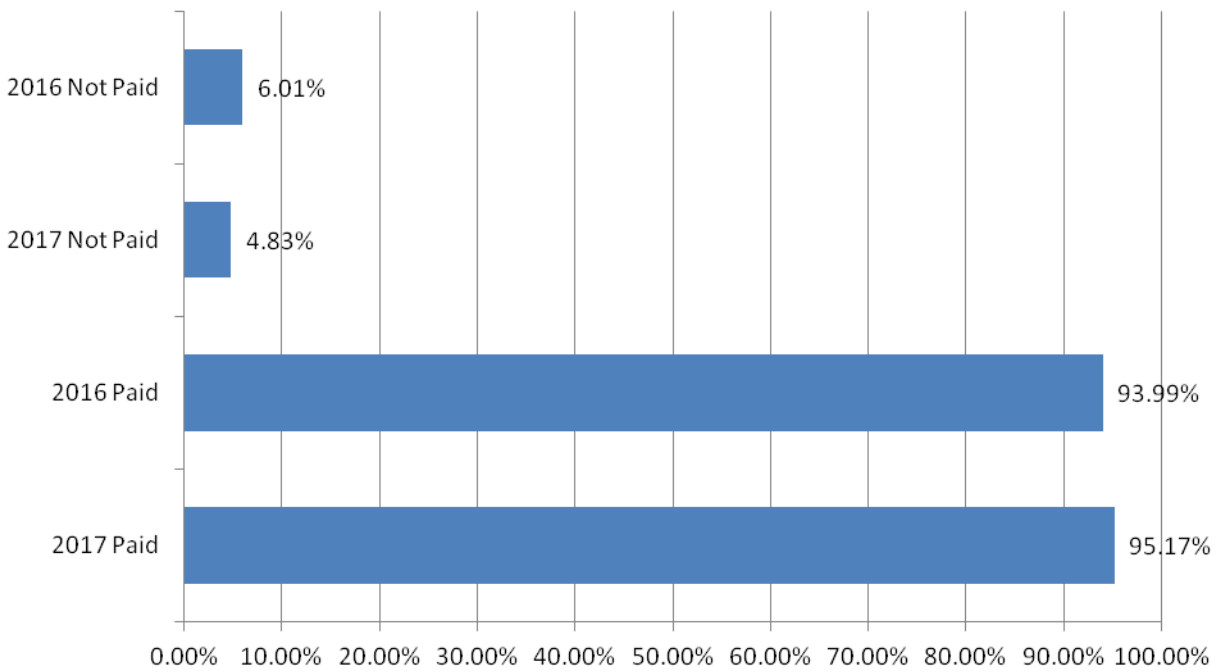
Agency Economic
Report
(Unaudited)

June 2017

Targeted Case Management Income



2017 vs 2016 Percentage Comparison Medicaid Billed vs Medicaid Paid



Budget vs. Actuals: FY2017 - FY17 P&L Departments

June 2017

	Grants			TCM		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	7,636	6,889	747			0
4500 Targeted Case Management Income			0	140,102	145,574	(5,472)
Total Income	7,636	6,889	747	140,102	145,574	(5,472)
Expenses						
5000 Payroll & Benefits			0	111,521	111,310	211
5100 Repairs & Maintenance			0	509	485	24
5500 Contracted Business Services			0	7,056	6,408	648
5600 Presentations/Public Meetings			0	100	525	(425)
5700 Office Expenses			0	1,565	3,100	(1,535)
5800 Other General & Administrative	0		0	1,072	875	197
5900 Utilities			0	1,047	1,150	(103)
6100 Insurance			0	1,187	1,225	(38)
6500 Medicaid Match	66	2,994	(2,928)			0
6700 Partnership for Hope	3,400	5,031	(1,631)			0
6900 Targeted Case Management	75,105	73,074	2,031			0
7100 Housing Programs	13,191	10,950	2,241			0
7200 CLC	12,778	12,160	618			0
7300 Sheltered Employment Programs	22,202	19,740	2,462			0
7500 Community Employment Programs	523	1,354	(831)			0
7900 Special/Additional Needs	6,341	7,443	(1,103)			0
Total Expenses	133,605	132,746	859	124,057	125,078	(1,021)
Net Operating Income	(125,969)	(125,857)	(112)	16,045	20,496	(4,451)
Other Expenses						
8500 Depreciation			0	2,478	2,500	(22)
Total Other Expenses	0	0	0	2,478	2,500	(22)
Net Other Income	0	0	0	(2,478)	(2,500)	22
Net Income	(125,969)	(125,857)	(112)	13,567	17,996	(4,430)

Budget Variance Report

Total Income: During June of 2017, Tax Receipts were slightly higher than projected, and TCM Program income was lower than projected. Medicaid claims were lower because support coordinators utilized more PTO during June than in past year averages, and there was one support coordinator out due to health issues. Medicaid redeterminations of eligibility continue to be an issue. CCDDR continues to monitor several individuals/guardians/families who have not yet submitted all information to re-certify annual Medicaid eligibility and several individuals/guardians/families who have not been submitting Medicaid spend-down invoices to CCDDR for payment, causing lapses in Medicaid coverage. CCDDR is working with families, individuals, and

guardians to submit spend-down invoices to CCDDR immediately upon receipt and assist with Medicaid re-certification completion/submission.

Total Expenses: During June of 2017, overall Grants Programs are equivalent to budgeted expectations. CLC attendance increased in June, and LAI production increased, which reflects a higher than budgeted POS and transportation costs. Non-Medicaid TCM service costs were higher than projected. New Housing Vouchers have been issued to reduce the HVP Wait List, which will increase Housing Voucher costs, and several units passed inspections, which prompted the cut and release of several checks to landlords which were being held. Overall TCM Program expenses were equivalent to budgeted expectations. LAGERS invoices for June and July were cut in June, which represents the overage in payroll expenses. Office Expenses were considerably lower than budgeted expectations. Additional lawn maintenance to Keystone was needed, and hardware setup for the new notebook/laptop computers was completed in June, both of which created overages in Contracted Business Services.

Budget vs. Actuals: FY2017 - FY17 P&L Departments

January - June, 2017

	Grants			TCM		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	895,444	885,756	9,688			0
4500 Targeted Case Management Income			0	656,823	663,316	(6,493)
Total Income	895,444	885,756	9,688	656,823	663,316	(6,493)
Expenses						
5000 Payroll & Benefits			0	493,131	510,905	(17,774)
5100 Repairs & Maintenance			0	2,348	2,910	(562)
5500 Contracted Business Services			0	37,344	36,049	1,295
5600 Presentations/Public Meetings			0	662	3,150	(2,488)
5700 Office Expenses			0	13,767	18,200	(4,433)
5800 Other General & Administrative	0		0	9,712	9,650	62
5900 Utilities			0	6,930	6,900	30
6100 Insurance			0	6,982	7,350	(368)
6500 Medicaid Match	7,340	11,976	(4,636)			0
6700 Partnership for Hope	15,278	16,790	(1,512)			0
6900 Targeted Case Management	129,346	140,058	(10,712)			0
7100 Housing Programs	53,570	65,700	(12,130)			0
7200 CLC	60,905	72,960	(12,055)			0
7300 Sheltered Employment Programs	152,557	173,442	(20,885)			0
7500 Community Employment Programs	2,676	8,124	(5,448)			0
7600 Community Resources	0		0			0
7900 Special/Additional Needs	39,191	41,408	(2,217)			0
Total Expenses	460,864	530,458	(69,594)	570,876	595,114	(24,238)
Net Operating Income	434,580	355,298	79,282	85,947	68,202	17,745
Other Expenses						
8500 Depreciation			0	14,875	15,000	(125)
Total Other Expenses	0	0	0	14,875	15,000	(125)
Net Other Income	0	0	0	(14,875)	(15,000)	125
Net Income	434,580	355,298	79,282	71,071	53,202	17,869

Budget Variance Report

Total Income YTD: Tax Receipts are slightly higher than projections while TCM Program income is slightly lower than projections. YTD Medicaid TCM services are equivalent to budgeted expectations; however, Non-Medicaid TCM services are approximately \$6800 lower than originally projected. Non-Medicaid TCM services were difficult to project because there is no baseline established from prior years (first year of implementation). Medicaid redeterminations of eligibility continue to be an issue. CCDDR continues to monitor several individuals/guardians/families who have not yet submitted all information to re-certify annual Medicaid eligibility and several individuals/guardians/families who have not been submitting Medicaid spend-down invoices to CCDDR for payment, causing lapses in Medicaid coverage. CCDDR is working with families/individuals/guardians to submit spend-down invoices to CCDDR immediately upon receipt and assist with Medicaid re-certification completion/submission.

Total Expenses YTD: Overall Grants Programs are lower than budgeted. LAI workflow is looking better with the addition of two new trial jobs; therefore, an increase in expenses in the future may offset the lower than projected attendance from the first quarter. CLC attendance increased in June, but it continues to be lower than projected YTD. Community Employment supports have yet to be realized; however, authorizations are increasing. New Housing Vouchers have been issued to reduce the HVP Wait list, which will increase Housing expenses. YTD Traditional Medicaid Match and Partnership for Hope Match services are lower than projected. TCM Program expenses were less than anticipated in several categories. Additional lawn maintenance for Keystone has been needed, and hardware setup for the new notebook/laptop computers purchased in May was completed in May and June, both of which created overages in Contracted Business Services.

Balance Sheet

As of June 30, 2017

	Grants	TCM
ASSETS		
Current Assets		
Bank Accounts		
1000 Bank Accounts		
1005 Grant Bank Accounts		
1010 Grant Account (County Tax Funds) - First Nat'l Bank	15,278	0
1015 Grant Reserve Account (County Tax Funds) - Central Bank	229	
1020 Grant Certificate of Deposit (County Tax Funds)	0	
1025 Grant Account (County Tax Funds) - Sullivan Bank	717,843	
1030 Grant Operating Reserves Account (Tax Funds) - Sullivan Bank	228,860	
Total 1005 Grant Bank Accounts	962,210	0
1050 TCM Bank Accounts		
1055 TCM Account (TCM Funds) - 1st Nat'l Bank	0	250,772
1060 TCM Certificate of Deposit (TCM Funds)		0
Total 1050 TCM Bank Accounts	0	250,772
Total 1000 Bank Accounts	962,210	250,772
Total Bank Accounts		
Accounts Receivable		
1200 Targeted Case Management Services		
1210 Medicaid TCM Direct Service		74,218
1215 Non-Medicaid TCM Direct Service		39,701
Total 1200 Targeted Case Management Services	0	113,918
1300 Property Taxes		
1310 Property Tax Receivable	1,040,717	
1315 Allowance for Doubtful Accounts	(6,254)	

Total 1300 Property Taxes	1,034,463	0
1350 Allowance for Doubtful Accounts	0	
Total Accounts Receivable	1,034,463	113,918
Other Current Assets		
1389 TCM Claim Confirmations (A/R)	0	
1399 TCM Remittance Advices (In-Transit Payments)	0	0
1400 Other Current Assets		
1410 Other Deposits	0	
1430 Deferred Outflows Related to Pensions		41,868
1435 Net Pension Asset (Liability)		1,048
Total 1400 Other Current Assets	0	42,916
1450 Prepaid Expenses		0
1455 Prepaid-Insurance	0	14,648
Total 1450 Prepaid Expenses	0	14,648
Total Other Current Assets	0	57,564
Total Current Assets	1,996,673	422,254
Fixed Assets		
1500 Fixed Assets		
1510 100 Third Street Land		47,400
1511 Keystone Land		14,000
1520 100 Third Street Building		431,091
1521 Keystone		163,498
1525 Accumulated Depreciation - 100 Third Street		(129,924)
1526 Accumulated Depreciation - Keystone		(12,513)
1530 100 Third Street Remodeling		126,736
1531 Keystone Remodeling		20,175
1535 Acc Dep - Remodeling - 100 Third Street		(42,773)
1536 Acc Dep - Remodeling - Keystone		(1,484)
1540 Equipment		64,209
1545 Accumulated Depreciation - Equipment		(39,915)
1550 Vehicles		6,740
1555 Accumulated Depreciation - Vehicles		(6,740)
Total 1500 Fixed Assets	0	640,497
Total Fixed Assets	0	640,497
TOTAL ASSETS	1,996,673	1,062,751
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
1900 Accounts Payable	50,325	(221)
Total Accounts Payable	50,325	(221)
Other Current Liabilities		
2000 Current Liabilities		
2005 Accrued Accounts Payable	0	0
2006 DMH Payable	0	
2007 Non-Medicaid TCM Payable	39,701	
2010 Accrued Payroll Expense	0	0

2015 Accrued Compensated Absences	0	(1,017)
2025 Prepaid Services	0	
2030 Deposits	0	17
2050 Prepaid Tax Revenue	0	
2055 Deferred Inflows - Property Taxes	904,980	
2060 Payroll Tax Payable		0
2061 Federal W / H Tax Payable	0	65
2062 Social Security Tax Payable	0	15
2063 Medicare Tax Payable	0	(10)
2064 MO State W / H Tax Payable	0	2,810
Total 2060 Payroll Tax Payable	0	2,880
2070 Payroll Clearing		
2071 AFLAC Pre-tax W / H	0	1,152
2072 AFLAC Post-tax W / H	0	162
2073 Vision Insurance W / H	0	(83)
2074 Health Insurance W / H	0	28
2075 Dental Insurance W / H	0	(110)
2076 Savings W / H		0
2078 Misc W / H		488
2079 Other W / H		0
Total 2070 Payroll Clearing	0	1,636
Total 2000 Current Liabilities	944,681	3,516
Total Other Current Liabilities	944,681	3,516
Total Current Liabilities	995,006	3,295
Total Liabilities	995,006	3,295
Equity		
3000 Restricted Grant Fund Balances		
3001 Operational	0	
3005 Operational Reserves	228,411	
3010 Transportation	33,291	
3015 New Programs	0	
3030 Special Needs	2,207	
3040 Sheltered Workshop	161,449	
3045 Traditional Medicaid Match	790	
3050 Partnership for Hope Match	4,672	
3055 Building/Remodeling/Expansion	0	
3065 Legal	6,784	
3070 TCM	0	
3075 Community Resource	0	
Total 3000 Restricted Grant Fund Balances	437,604	0
3500 Restricted TCM Fund Balances		
3501 Operational		0
3505 Operational Reserves		200,000
3510 Transportation		0
3515 New Programs		0
3530 Special Needs		0
3550 Partnership for Hope Match		0

3555 Building/Remodeling/Expansion		71,623
3560 Sponsorships		0
3565 Legal		7,924
3599 Other		653,147
Total 3500 Restricted TCM Fund Balances	0	932,693
3900 Unrestricted Fund Balances	0	0
3950 Prior Period Adjustment	0	0
3999 Clearing Account	91,801	93,374
Net Income	434,580	71,071
Total Equity	963,985	1,097,138
TOTAL LIABILITIES AND EQUITY	1,958,991	1,100,433

Statement of Cash Flows

June 2017

	Grants	TCM
OPERATING ACTIVITIES		
Net Income	(125,969)	13,567
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Targeted Case Management Services:Medicaid TCM Direct Service		(29,220)
1215 Targeted Case Management Services:Non-Medicaid TCM Direct Service		(24,780)
1455 Prepaid Expenses:Prepaid-Insurance		1,974
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		898
1526 Fixed Assets:Accumulated Depreciation - Keystone		341
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		528
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		84
1545 Fixed Assets:Accumulated Depreciation - Equipment		627
1900 Accounts Payable	49,839	(766)
2007 Current Liabilities:Non-Medicaid TCM Payable	24,780	
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		0
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		0
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		0
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		730
2071 Current Liabilities:Payroll Clearing:AFLAC Pre-tax W / H		276
2072 Current Liabilities:Payroll Clearing:AFLAC Post-tax W / H		58
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		43
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		182
2076 Current Liabilities:Payroll Clearing:Savings W / H		0
2078 Current Liabilities:Payroll Clearing:Misc W / H		159
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	74,619	(48,865)
Net cash provided by operating activities	(51,350)	(35,299)
FINANCING ACTIVITIES		
3040 Restricted Grant Fund Balances:Sheltered Workshop	(5,251)	
3050 Restricted Grant Fund Balances:Partnership for Hope Match	(71)	
3065 Restricted Grant Fund Balances:Legal	(829)	
3565 Restricted TCM Fund Balances:Legal		(166)
Net cash provided by financing activities	(6,151)	(166)

Net cash increase for period	(57,501)	(35,464)
Cash at beginning of period	1,019,711	286,236
Cash at end of period	962,210	250,772

Statement of Cash Flows

January - June, 2017

	Grants	TCM
OPERATING ACTIVITIES		
Net Income	434,580	71,071
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Targeted Case Management Services:Medicaid TCM Direct Service		(25,134)
1215 Targeted Case Management Services:Non-Medicaid TCM Direct Service		(39,701)
1455 Prepaid Expenses:Prepaid-Insurance		2,253
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		5,389
1526 Fixed Assets:Accumulated Depreciation - Keystone		2,044
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		3,168
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		467
1545 Fixed Assets:Accumulated Depreciation - Equipment		3,807
1900 Accounts Payable	49,647	(333)
2005 Current Liabilities:Accrued Accounts Payable	0	
2007 Current Liabilities:Non-Medicaid TCM Payable	39,701	
2015 Current Liabilities:Accrued Compensated Absences		(1,017)
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		96
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		(73)
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		3
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		474
2071 Current Liabilities:Payroll Clearing:AFLAC Pre-tax W / H		147
2072 Current Liabilities:Payroll Clearing:AFLAC Post-tax W / H		65
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		5
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(36)
2076 Current Liabilities:Payroll Clearing:Savings W / H		0
2078 Current Liabilities:Payroll Clearing:Misc W / H		(161)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	89,348	(48,537)
Net cash provided by operating activities	523,927	22,535
INVESTING ACTIVITIES		
1531 Fixed Assets:Keystone Remodeling		(2,226)
Net cash provided by investing activities	0	(2,226)
FINANCING ACTIVITIES		
3005 Restricted Grant Fund Balances:Operational Reserves	9,994	
3010 Restricted Grant Fund Balances:Transportation	13,332	
3030 Restricted Grant Fund Balances:Special Needs	4,019	
3040 Restricted Grant Fund Balances:Sheltered Workshop	161,449	
3045 Restricted Grant Fund Balances:Traditional Medicaid Match	(2,226)	
3050 Restricted Grant Fund Balances:Partnership for Hope Match	5,189	
3055 Restricted Grant Fund Balances:Building/Remodeling/Expansion	(42,165)	
3065 Restricted Grant Fund Balances:Legal	(3,242)	

3070 Restricted Grant Fund Balances:TCM	0	
3075 Restricted Grant Fund Balances:Community Resource	0	
3505 Restricted TCM Fund Balances:Operational Reserves		5,051
3555 Restricted TCM Fund Balances:Building/Remodeling/Expansion		49,986
3565 Restricted TCM Fund Balances:Legal		(166)
3900 Unrestricted Fund Balances	(330,026)	6,512
3999 Clearing Account	79,641	(61,549)
Net cash provided by financing activities	(104,035)	(166)
Net cash increase for period	419,892	20,143
Cash at beginning of period	542,317	230,628
Cash at end of period	962,210	250,772

Check Detail

June 2017

1025 Grant Account (County Tax Funds) - Sullivan Bank

Date	Transaction Type	Num	Name	Amount
06/01/2017	Bill Payment (Check)	4061	Missouri Ozarks Community Action, Inc.	(225.00)
06/01/2017	Bill Payment (Check)	4062	MO HealthNet	(261.00)
06/01/2017	Bill Payment (Check)	4063	MO HealthNet	(274.00)
06/01/2017	Bill Payment (Check)	4064	MO HealthNet	(274.00)
06/01/2017	Bill Payment (Check)	4065	MO HealthNet	(274.00)
06/02/2017	Bill Payment (Check)	4066	Clifford Smith	(861.00)
06/02/2017	Bill Payment (Check)	4067	Clifford Smith	(861.00)
06/09/2017	Bill Payment (Check)	4068	Childrens Learning Center	(12,777.53)
06/09/2017	Bill Payment (Check)	4069	DMH Local Tax Matching Fund	(66.19)
06/09/2017	Bill Payment (Check)	4070	Lake Area Industries	(16,554.77)
06/09/2017	Bill Payment (Check)	4071	Missouri Ozarks Community Action, Inc.	(350.00)
06/09/2017	Bill Payment (Check)	4072	MO HealthNet	(11.00)
06/09/2017	Bill Payment (Check)	4073	Hillcrest Inc. DBA Bridgeview Inc.	(650.00)
06/09/2017	Bill Payment (Check)	4074	Peak Sport and Spine Rehab	(67.50)
06/09/2017	Bill Payment (Check)	4075	DMH Local Tax Matching Fund	(3,471.18)
06/09/2017	Bill Payment (Check)	4076	Lake Area Industries	(1,394.64)
06/09/2017	Bill Payment (Check)	4077	MO HealthNet	(40.00)
06/09/2017	Bill Payment (Check)	4078	MO HealthNet	(40.00)
06/09/2017	Bill Payment (Check)	4079	MO HealthNet	(246.00)
06/09/2017	Bill Payment (Check)	4080	MO HealthNet	(381.00)
06/15/2017	Bill Payment (Check)	4081	MO HealthNet	(4.00)
06/15/2017	Bill Payment (Check)	4082	Brookview Apartments of Camdenton	(100.00)
06/15/2017	Bill Payment (Check)	4083	Camden Manors, Inc.	(100.00)
06/15/2017	Bill Payment (Check)	4084	Camdenton Apartments dba Lauren's Place	(251.00)
06/15/2017	Bill Payment (Check)	4085	Choices for People Center Inc.	(153.44)
06/15/2017	Bill Payment (Check)	4086	Clifford Smith	(861.00)
06/15/2017	Bill Payment (Check)	4087	Darryll Euler	(434.00)
06/15/2017	Bill Payment (Check)	4088	David A Schlenfort	(689.00)
06/15/2017	Bill Payment (Check)	4089	Glen Donnach, LLC	(100.00)

06/15/2017	Bill Payment (Check)	4090	Hillcrest Inc. DBA Bridgeview Inc.	(650.00)
06/15/2017	Bill Payment (Check)	4091	Jacob and/or Lana Kentner	(1,316.00)
06/15/2017	Bill Payment (Check)	4092	JC Sutton LLC	(406.00)
06/15/2017	Bill Payment (Check)	4093	Phyllis Ilene Hood	(611.00)
06/15/2017	Bill Payment (Check)	4095	Revelation Construction & Development, LLC	(306.00)
06/15/2017	Bill Payment (Check)	4096	SunWest Property Management LLC	(583.00)
06/15/2017	Bill Payment (Check)	4097	Twenter Properties	(100.00)
06/15/2017	Bill Payment (Check)	4098	Tyler J Bishop	(100.00)
06/15/2017	Bill Payment (Check)	4099	Camden Manors, Inc.	(100.00)
06/15/2017	Bill Payment (Check)	4100	Camdenton Apartments dba Lauren's Place	(226.00)
06/15/2017	Bill Payment (Check)	4101	MO HealthNet	(101.00)
06/15/2017	Bill Payment (Check)	4102	Revelation Construction & Development, LLC	(375.00)
06/15/2017	Bill Payment (Check)	4103	MO HealthNet	(261.00)
06/15/2017	Bill Payment (Check)	4104	Revelation Construction & Development, LLC	(687.00)
06/15/2017	Bill Payment (Check)	4105	MO HealthNet	(511.00)
06/15/2017	Bill Payment (Check)	4106	Revelation Construction & Development, LLC	(687.00)
06/15/2017	Bill Payment (Check)	4107	MO HealthNet	(642.00)
06/15/2017	Bill Payment (Check)	4108	Revelation Construction & Development, LLC	(693.00)
06/15/2017	Bill Payment (Check)	4109	MO HealthNet	(896.00)
06/15/2017	Bill Payment (Check)	4110	MO HealthNet	(642.00)
06/16/2017	Bill Payment (Check)	4111	MO HealthNet	(178.00)
06/16/2017	Bill Payment (Check)	4112	MO HealthNet	(216.00)
06/23/2017	Bill Payment (Check)	4113	Bankcard Center	(329.00)
06/23/2017	Bill Payment (Check)	4114	Missouri Ozarks Community Action, Inc.	(350.00)
06/23/2017	Bill Payment (Check)	4115	MO HealthNet	(274.00)
06/23/2017	Bill Payment (Check)	4116	OATS, Inc.	(6,017.00)
06/23/2017	Bill Payment (Check)	4117	Wright Services , LLC	(545.00)
06/23/2017	Bill Payment (Check)	4118	MO HealthNet	(679.00)
06/23/2017	Bill Payment (Check)	4119	Bryan Cave LLP	(829.16)
06/23/2017	Bill Payment (Check)	4120	Lake Area Industries	(2,281.15)
06/27/2017	Bill Payment (Check)	4121	Ozark Inn & Suites	(199.00)
06/30/2017	Bill Payment (Check)	4122	Lake Area Industries	(1,050.00)
06/30/2017	Bill Payment (Check)	4123	Lake Area Industries	(524.82)

1055 TCM Account (TCM Funds) - 1st Nat'l Bank

Date	Transaction Type	Num	Name	Amount
06/01/2017	Expense	06/02/2017	Internal Revenue Service	(6,446.84)
06/01/2017	Bill Payment (Check)	7439	Camdenton Glass	(143.20)
06/01/2017	Bill Payment (Check)	7440	FP Mailing Solutions	(102.00)
06/01/2017	Bill Payment (Check)	7441	Rachel K Baskerville	(686.96)
06/01/2017	Bill Payment (Check)	7442	Aflac	(869.66)
06/01/2017	Bill Payment (Check)	7443	Eddie L Thomas	(250.56)
06/01/2017	Bill Payment (Check)	7444	G G Maha	(63.56)
06/01/2017	Bill Payment (Check)	7445	Janine's Flowers	(44.12)
06/01/2017	Bill Payment (Check)	7446	Lagers	(4,702.99)
06/01/2017	Bill Payment (Check)	7447	Linda Gifford	(110.99)
06/01/2017	Bill Payment (Check)	7448	Linda Simms	(129.35)

06/01/2017	Bill Payment (Check)	7449	Lori Cornwell	(149.75)
06/01/2017	Bill Payment (Check)	7450	Missouri Dept of Revenue	(2,142.00)
06/01/2017	Bill Payment (Check)	7451	Republic Services #435	(101.38)
06/01/2017	Bill Payment (Check)	7452	Ryan Johnson	(160.82)
06/01/2017	Bill Payment (Check)	7453	Sharla Jenks	(81.92)
06/01/2017	Bill Payment (Check)	7454	Summit Natural Gas of Missouri, Inc.	(56.39)
06/01/2017	Bill Payment (Check)	7455	TruClean	(175.00)
06/01/2017	Bill Payment (Check)	7456	G G Maha	(1,380.53)
06/01/2017	Bill Payment (Check)	7457	Linda Simms	(1,257.38)
06/01/2017	Check	SVCCHRG		(24.95)
06/02/2017	Expense	151853	Connie L Baker	(901.99)
06/02/2017	Expense	151854	Rachel K Baskerville	(1,092.83)
06/02/2017	Expense	151855	Myrna Blaine	(1,457.83)
06/02/2017	Expense	151856	Jeanna K Booth	(1,041.67)
06/02/2017	Expense	151857	Cynthia Brown	(1,115.07)
06/02/2017	Expense	151858	Lori Cornwell	(877.35)
06/02/2017	Expense	151859	Linda Gifford	(921.84)
06/02/2017	Expense	151860	Sharla Jenks	(824.44)
06/02/2017	Expense	151861	Ryan Johnson	(1,077.34)
06/02/2017	Expense	151862	Micah J Joseph	(1,135.12)
06/02/2017	Expense	151863	Jennifer Lyon	(997.27)
06/02/2017	Expense	151864	Annie Meyer	(1,109.12)
06/02/2017	Expense	151865	Edmond J Thomas	(1,156.80)
06/02/2017	Expense	151866	Eddie L Thomas	(2,017.55)
06/02/2017	Expense	151867	Marcie L. Vansyoc	(1,150.58)
06/02/2017	Expense	151868	Nicole M Whittle	(1,091.42)
06/02/2017	Bill Payment (Check)	7458	Connie L Baker	(36.02)
06/02/2017	Bill Payment (Check)	7459	Jeanna K Booth	(98.14)
06/02/2017	Bill Payment (Check)	7460	Jennifer Lyon	(132.00)
06/02/2017	Bill Payment (Check)	7461	Marcie L. Vansyoc	(216.12)
06/02/2017	Expense	06/02/2017	Edward Jones	(100.00)
06/05/2017	Bill Payment (Check)	7462	AT&T	(125.38)
06/05/2017	Bill Payment (Check)	7463	Deer Run Properties LLC	0.00
06/09/2017	Bill Payment (Check)	7464	Ameren Missouri	(389.92)
06/09/2017	Bill Payment (Check)	7465	Camden County PWSD #2	(53.10)
06/09/2017	Bill Payment (Check)	7466	Charter Business	(529.87)
06/09/2017	Bill Payment (Check)	7467	Deer Run Properties LLC	(300.00)
06/09/2017	Bill Payment (Check)	7468	Direct Service Works	(795.00)
06/09/2017	Bill Payment (Check)	7469	MSW Interactive Designs LLC	(30.00)
06/09/2017	Bill Payment (Check)	7470	Clean Cut Lawn Care etc. LLC	(264.00)
06/09/2017	Bill Payment (Check)	7471	AT&T	(82.32)
06/09/2017	Bill Payment (Check)	7472	LaClede Electric Cooperative	(419.36)
06/09/2017	Bill Payment (Check)	7473	US Department of Education - Tracking # 1017780285	(329.44)
06/09/2017	Bill Payment (Check)	7474	TruClean	(55.00)
06/09/2017	Bill Payment (Check)	7475	Walters, Staedtler & Allen L.L.C.	(830.00)
06/09/2017	Bill Payment (Check)	7476	KMB Technical Group, Inc.	(300.00)

06/09/2017	Bill Payment (Check)	7477	Ollie K. Moore R. N.	(50.00)
06/15/2017	Expense	06/16/2017	Edward Jones	(100.00)
06/15/2017	Bill Payment (Check)	7478	Office Business Equipment	(44.27)
06/15/2017	Bill Payment (Check)	7479	Ezard's, Inc.	(89.28)
06/15/2017	Bill Payment (Check)	7480	City Of Camdenton	(55.52)
06/15/2017	Bill Payment (Check)	7481	Skeltons' Key & Lock	(65.00)
06/15/2017	Bill Payment (Check)	7482	TruClean	(175.00)
06/15/2017	Bill Payment (Check)	7483	AT&T TeleConference Services	(15.16)
06/15/2017	Bill Payment (Check)	7484	Cynthia Brown	(1,195.69)
06/15/2017	Bill Payment (Check)	7485	G G Maha	(1,157.00)
06/15/2017	Bill Payment (Check)	7486	Linda Simms	(1,257.38)
06/15/2017	Bill Payment (Check)	7487	Ezard's, Inc.	(1,800.00)
06/16/2017	Expense	151871	Connie L Baker	(901.99)
06/16/2017	Expense	151872	Rachel K Baskerville	(1,098.99)
06/16/2017	Expense	151873	Myrna Blaine	(1,457.83)
06/16/2017	Expense	151874	Jeanna K Booth	(1,001.17)
06/16/2017	Expense	151876	Lori Cornwell	(877.36)
06/16/2017	Expense	151877	Linda Gifford	(899.79)
06/16/2017	Expense	151878	Sharla Jenks	(901.71)
06/16/2017	Expense	151879	Ryan Johnson	(1,099.14)
06/16/2017	Expense	151880	Micah J Joseph	(1,135.12)
06/16/2017	Expense	151881	Jennifer Lyon	(995.95)
06/16/2017	Expense	151882	Annie Meyer	(1,017.53)
06/16/2017	Expense	151883	Edmond J Thomas	(1,156.80)
06/16/2017	Expense	151884	Eddie L Thomas	(2,017.55)
06/16/2017	Expense	151885	Marcie L. Vansyoc	(1,117.59)
06/16/2017	Expense	151886	Nicole M Whittle	(1,052.26)
06/16/2017	Bill Payment (Check)	7488	KMB Technical Group, Inc.	(300.00)
06/16/2017	Expense	06/16/2017	Internal Revenue Service	(6,375.50)
06/23/2017	Bill Payment (Check)	7489	Bankcard Center	(1,279.27)
06/23/2017	Bill Payment (Check)	7490	Clean Cut Lawn Care etc. LLC	(64.00)
06/23/2017	Bill Payment (Check)	7491	Delta Dental of Missouri	(472.38)
06/23/2017	Bill Payment (Check)	7492	Jessica N. North	(70.00)
06/23/2017	Bill Payment (Check)	7493	Micah J Joseph	(265.01)
06/23/2017	Bill Payment (Check)	7494	Mo Consolidated Health Care	(12,092.80)
06/23/2017	Bill Payment (Check)	7495	Staples Advantage	(83.97)
06/23/2017	Bill Payment (Check)	7496	Conaway Contracting	(350.00)
06/23/2017	Bill Payment (Check)	7497	TruClean	(55.00)
06/23/2017	Bill Payment (Check)	7498	Cynthia Brown	(116.09)
06/23/2017	Bill Payment (Check)	7499	Lakeside Office Supply	(184.46)
06/23/2017	Bill Payment (Check)	7500	Myrna Blaine	(129.86)
06/23/2017	Bill Payment (Check)	7501	Principal Life Ins	(261.12)
06/23/2017	Bill Payment (Check)	7502	Bryan Cave LLP	(165.84)
06/26/2017	Bill Payment (Check)	7503	Charter Business	(529.87)
06/26/2017	Bill Payment (Check)	7504	Clean Cut Lawn Care etc. LLC	(200.00)
06/27/2017	Bill Payment (Check)	7505	Mo Department Of Revenue	(51.84)

06/30/2017	Expense	151889	Connie L Baker	(901.99)
06/30/2017	Expense	151890	Rachel K Baskerville	(1,098.99)
06/30/2017	Expense	151891	Myrna Blaine	(1,457.83)
06/30/2017	Expense	151892	Jeanna K Booth	(1,082.17)
06/30/2017	Expense	151894	Lori Cornwell	(877.35)
06/30/2017	Expense	151895	Linda Gifford	(904.78)
06/30/2017	Expense	151896	Sharla Jenks	(901.71)
06/30/2017	Expense	151897	Ryan Johnson	(1,093.43)
06/30/2017	Expense	151898	Micah J Joseph	(1,135.12)
06/30/2017	Expense	151899	Jennifer Lyon	(998.45)
06/30/2017	Expense	151900	Annie Meyer	(812.35)
06/30/2017	Expense	151901	Edmond J Thomas	(1,156.80)
06/30/2017	Expense	151902	Eddie L Thomas	(2,017.55)
06/30/2017	Expense	151903	Marcie L. Vansyoc	(1,124.59)
06/30/2017	Expense	151904	Nicole M Whittle	(1,034.45)
06/30/2017	Expense	06/30/2017	Internal Revenue Service	(6,404.65)
06/30/2017	Bill Payment (Check)	7506	E-Z Disposal	(22.00)
06/30/2017	Bill Payment (Check)	7507	Lake Area Industries	(40.00)
06/30/2017	Bill Payment (Check)	7508	Staples	(29.98)
06/30/2017	Bill Payment (Check)	7509	AT&T	(72.47)
06/30/2017	Bill Payment (Check)	7510	Myrna Blaine	(124.25)
06/30/2017	Bill Payment (Check)	7511	TruClean	(175.00)
06/30/2017	Bill Payment (Check)	7512	Cynthia Brown	(1,108.68)
06/30/2017	Bill Payment (Check)	7513	G G Maha	(1,401.32)
06/30/2017	Bill Payment (Check)	7514	KMB Technical Group, Inc.	(686.00)
06/30/2017	Bill Payment (Check)	7515	Lagers	(5,863.89)
06/30/2017	Bill Payment (Check)	7516	Lake Sun Leader	(147.00)
06/30/2017	Bill Payment (Check)	7517	Linda Simms	(1,355.86)
06/30/2017	Bill Payment (Check)	7518	Rachel K Baskerville	(334.27)
06/30/2017	Bill Payment (Check)	7519	Linda Simms	(243.34)
06/30/2017	Expense	06/30/2017	Edward Jones	(100.00)

May 2017
Credit Card Statement



Cardholder Account Summary				
LINDA SIMMS ##### 0961	Payments & Other Credits \$0.00	Purchases & Other Charges \$579.90	Cash Advances \$0.00	Total Activity \$579.90

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/04	05/05	PBUS01	55432867124000679234489	INTUIT *QB ONLINE 800-286-6800 CA	\$39.95
05/09	05/11	PBUS01	05140487130710025611654	WOODS MARKET 2068 OSAGE BEACH MO	\$8.58
05/10	05/11	PBUS01	75230977131000000130356	TAQUERIA LA TAPATIA OSAGE BEACH MO	\$10.75
05/15	05/16	PBUS01	05314617136000302776107	JIMMY JOHNS - 3677 OSAGE BEACH MO	\$40.30
05/15	05/17	PBUS01	05140487136710025112731	WOODS MARKET 2068 OSAGE BEACH MO	\$20.32
05/17	05/18	PBUS01	85177497137001556166270	PP*APSEMO MONROE CITY MO	\$260.00
06/02	06/02	PBUS01	55432867153000554689629	GOOGLE *SVCSAPPS_ccddr cc@google.com CA	\$200.00

Cardholder Account Summary				
GLEND MAHA ##### 3221	Payments & Other Credits \$0.36-	Purchases & Other Charges \$718.73	Cash Advances \$0.00	Total Activity \$718.37

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/05	05/07	PBUS01	05436847126000283957138	USPS PO 2812420020 CAMDENTON MO	\$5.38
05/09	05/10	PBUS01	05436847129300138170250	GERBES #0119 CAMDENTON MO	\$19.83
05/08	05/10	PBUS01	05436847129300138170177	CASEYS OSAGE BEACH OSAGE BEACH MO	\$36.45
05/09	05/10	PBUS01	05436847130000290002542	USPS PO 2812420020 CAMDENTON MO	\$29.20
05/10	05/11	PBUS01	55432867131000939039653	UPS (800) 811-1648 CAMDENTON MO	\$17.38
05/10	05/11	PBUS01	05436847131400036453026	WM SUPERCENTER #89 CAMDENTON MO	\$77.46
05/10	05/11	PBUS01	05436847131000297910506	USPS PO 2812420020 CAMDENTON MO	\$5.17
05/11	05/12	PBUS01	25140527132000014300082	FAMILY EYECARE ASSOC CAMDENTON MO	\$329.00
05/11	05/12	PBUS01	05436847132000298273838	USPS PO 2812420020 CAMDENTON MO	\$6.80
05/11	05/12	PBUS01	05587457131000000362024	RBT CASEYS OSAGE BEACH EasySavings NY	\$0.36
05/16	05/17	PBUS01	05436847137400036518541	WM SUPERCENTER #89 CAMDENTON MO	\$126.98
05/16	05/17	PBUS01	55429507136637009739241	JANINESFLOWERS 8777025666 CA	\$58.49
05/22	05/23	PBUS01	05436847143000280450789	USPS PO 2812420020 CAMDENTON MO	\$6.59

Additional Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.BANKCARDCENTER.NET AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY. ENROLL TODAY!

ScoreCard Bonus Points Information as of 06/02/2017					
SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	38,836	2,266	0	0	41,102

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PBUS01 001	PURCHASE	E	\$0.00	0.74166%(M)	8.9000%(V)	\$0.00	\$0.00	0.0000%	\$1,608.27
Cash									
CBUS01 001	CASH	A	\$0.00	2.14500%(M)	25.7400%(V)	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily ** includes cash advance and foreign currency fees							Days In Billing Cycle: 31 APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									



SCORECARD	Bonus Points Available
	41,102

Account Summary

Billing Cycle		06/04/2017
Days In Billing Cycle		31
Previous Balance		\$2,212.93
Purchases	+	\$1,608.63
Cash	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.36
Payments	-	\$2,212.93
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$1,608.27

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$8,391.73
Available Cash	\$6,000.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

- Call us at: (800) 445-9272
Lost or Stolen Card: (866) 839-3485
- Go to www.bankcardcenter.net
- Write us at PO BOX 779, JEFFERSON CTY, MO 65102-0779

Payment Summary

NEW BALANCE	\$1,608.27
MINIMUM PAYMENT	\$49.00
PAYMENT DUE DATE	07/02/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

Trans Date	Post Date	Reference Number	Transaction Description	Amount
05/30	05/31	13135608	PAYMENT - THANK YOU	\$2,212.93-

Cardholder Account Summary

MYRNA BLAINE ##### 6176	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$310.00	\$0.00	\$310.00

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/05	05/07	PBUS01	55547427126207436400161	CARF INTERNATIONAL 05203251044 AZ	\$310.00

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

CENTRAL BANK
PO BOX 779
JEFFERSON CTY MO 65102-0779

Account Number
5386

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
06/04/17	\$1,608.27	\$49.00	07/02/17

\$

BL ACCT 0000256-1000000
CAMDEN CO DD RES
ATTN ACCOUNTS PAYABLE
PO BOX 722
CAMDENTON MO 65020-0722



MAKE CHECK PAYABLE TO:

BANKCARD SERVICES
PO BOX 8000
JEFFERSON CTY MO 65102-8000

Receipt

Name:
Myrna Blaine
Email:
myrna@cddr.org
Title:
Services and Supports Director
Company:
Camden Co. Developmental Disability Resources
Address:
P.O. Box 722
Camdenton, Missouri 65020

USA
Number of People Registered:
1
Display Name on Attendees Page:
Yes
Event Title:
ECS 202: Maintaining Successful Accreditation in Employment and Community Services
Location:
Hilton Garden Inn Nashville Downtown
305 Korean Veterans Boulevard
Nashville, Tennessee 37201
USA
Phone:
(615) 251-3013
Date:
08/09/2017
Time:
8:30 AM

Myrna Blaine

Registration For

Registration Item	Cost
ECS 202 Attendee Registration	\$310.00

Order Summaries

Order

Date	Type	Amt Ordered	Amt Paid	Amt Due
05/05/2017 5:17 PM ET	online order	\$310.00	\$310.00	\$0.00
Total:		\$310.00	\$310.00	\$0.00

Payment Details

Details

Date	Type	Reference #	Amt Paid
05/05/2017	Mastercard	6176	\$310.00

INTUIT - QUICK BOOKS
MONTHLY PAY

- Accounting
 - Subscription status
 - Subscribed Edit Cancel
 - Plan details
 - QuickBooks Plus Upgrade
 - \$39.95 / month
 - Switch to annual billing
 - Next Charge
 - July 4, 2016
 - Payment method
 - MasterCard ending 0961 expires 11/18 Edit

next
55627

For board
committee meetings
on 5-9-17



OSAGE BEACH, MO 665065
(573) 348-2591
VISIT US AT
WOODSSUPERMARKET.COM
Store:2068

Cashier: MARY R 167

05/09/17 13:01:39

BEGIN DUPLICATE RECEIPT
Store:2068

Cashier: MARY R 167

05/09/17 12:59:56

GROCERY
OZARKA 24PK 2259205302 4.99 TF
BAKERY
BLUBRY MUFFINS 4069771204 3.59 TF
SUBTOTAL 8.58
TOTAL TAX .00

TOTAL 8.58
MasterCard TENDER 8.58
Acct:xxxxxxxxxxxx0961
APPRVL CODE 61067C
Cash CHANGE .00

NUMBER OF ITEMS 2
EXEMPT TAX ID 19364199
T1 ITEM VALUE EXEMPTED 8.58
T1 TAX EXEMPTED .38
T2 ITEM VALUE EXEMPTED .00
T2 TAX EXEMPTED .00
T3 ITEM VALUE EXEMPTED .00
T3 TAX EXEMPTED .00
T4 ITEM VALUE EXEMPTED .00
T4 TAX EXEMPTED .00

Trx:204 Term:7 Store:2068 13:01:08

THANK YOU FOR SHOPPING AT WOODS!

BILLY, STORE MANAGER
END DUPLICATE RECEIPT

Food for 5-9-17
HR Committee mtg

TERMINAL 1
5838
05/09/17 16:55:13
051F0JYZJ18YM4T40M6

Terminal ID: 1
Merchant ID: 8788290569956
Record Num: 0020

Sale

XXXXXXXXXXXX0961 Exp: XX/XX
MASTERCARD Entry Method: Swiped

Amount: \$ 10.75
Tip:

Total: _____
=====

05/09/17 16:55:13
Inv# 000023 Appr Code: 65127C
Apprvd: Online Batch#: 000129
BRIC #: 051F0JYZJ18YM4T40M6

FOR COPY

NO OTHER COPIES OF STATEMENT
OR RECEIPT

Ford for
5-15-17 board
meeting

REPRINT

!! DELAY !!

-- Ready At 3:00 PM --

PICKUP

Jimmy Johns #3677
4082 Osage Beach Pkwy
573-302-7323

05-15-2017 Chk# 104 Open 2:34 PM
Tkr 48 Reg# 1 3:03 PM > TODAY <

!! DELAY !!

#1 Pepe	5.50
#1 Pepe	5.50
#4 Turkey Tom	5.50
#4 Turkey Tom	5.50
ADD cheese	0.90
ADD cheese	0.90
#5 Vito	5.50
#6 The Veggie	5.50
#6 The Veggie	5.50

Subtotal 40.30
Sales Tax (7.475%) Exempt

Total **\$ 40.30**

*** PAID ***

Credit Tendered 40.30 Tip 0.00

Gina
573-693-1511

PICKUP

Order Taker: Aereal

!! DELAY !!

-- Ready At 3:00 PM --

CHK# 104

For
CDDIR
Board
Mtg.



OSAGE BEACH, MO 665065
(573) 348-2591
VISIT US AT
WOODSSUPERMARKET.COM
Store:2068

Cashier: Erin

05/15/17 13:10:21

BEGIN DUPLICATE RECEIPT
Store:2068

Cashier: Erin

05/15/17 13:09:05

GROCERY

LAYS CLASSIC 2840064474 4.99 TF
TAX EXEMPT SLIP 999900 .00 TF

PRODUCE

SMALL VEGGIE T 70935188899 7.99 TF

BAKERY

HERSHEY COOKIE 23049300000 4.99 TF

DAIRY

DEANS FR ON DIP 2670012915 2.35 TF

SUBTOTAL 20.32

TOTAL TAX .00

TOTAL 20.32

MasterCard TENDER 20.32

Acct:xxxxxxxxxxxx0961

APPRVL CODE 60344C

Cash CHANGE .00

NUMBER OF ITEMS 5

EXEMPT TAX ID 19364199

T1 ITEM VALUE EXEMPTED 20.32

T1 TAX EXEMPTED .91

T2 ITEM VALUE EXEMPTED .00

T2 TAX EXEMPTED .00

T3 ITEM VALUE EXEMPTED .00

T3 TAX EXEMPTED .00

T4 ITEM VALUE EXEMPTED .00

T4 TAX EXEMPTED .00

Using Your Woods Reward Card,
Would Have Saved You Another: 1.01

Trx:223 Term:7 Store:2068 13:10:12

THANK YOU FOR SHOPPING AT WOODS!

RTIIV, STORE MANAGER

BEI 05/15/17 13:10:12

Address 1: 5816 Osage Beach Parkway, Suite 108
City: Osage Beach
State: Missouri
ZIP Code: 65065

7-27-17

HOTEL

APSE MTA
EMPLOYMENT SUMMIT

Badge Information

Badge Name: Rachel Baskerville
City: Osage Beach
Agency/Organization: Camden County Developmental Disability Resources

Participant Information

First Name: Jeanna
Last Name: Booth
Email Address: jeanna@ccddr.org

Payment Method: Credit Card

Payment Summary

Name	Type	Quantity	Fee	Total
Rachel Baskerville	Summit Fee for Non-Member	1	\$130.00	\$130.00
Jeanna Booth	Summit Fee for Non-Member	1	\$130.00	\$130.00

Total \$260.00

Contact

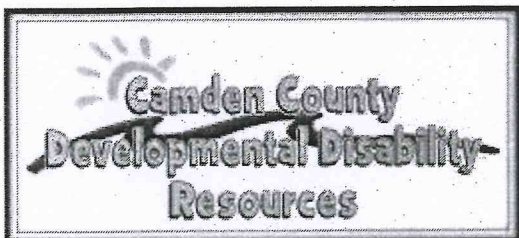
Judy Grainger, President
APSE Missouri
636-584-0778
apsemo.1@gmail.com

Add to Calendar

This email was sent to rachel@ccddr.org by apsemo.1@gmail.com because you registered for APSE-MO 17th Annual Employment Summit: Focusing on Transformaton. Click here if you no longer wish to receive emails about this event.

APSE Missouri | apsemo.1@gmail.com | Columbia | Missouri | 65201

Rachel Baskerville
Community Resource Specialist
Phone: (573) 693-1511
Mailing Address: PO Box 722, Camdenton, MO 65020
Office Address: 5816 Osage Beach Parkway, Suite 108, Osage Beach, MO 65065





Google Inc
 1600 Amphitheatre Pkwy
 Mountain View, CA 94043
 United States
 Federal Tax ID: 77-0493581

Invoice

Bill to

dba Camden Co Develpmntal Disability Resources
 Camden County Senate Bill 40 Board
 PO Box 722
 100 Third Street
 Camdenton, MO 65020
 United States

Details

Invoice number: 3543855117720210-4
 Issue date: May 31, 2017
 Payment terms: Due immediately
 Billing ID: 9176-0235-3316
 Billing Account Number: 3543-8551-1772-0210

Google Cloud - GSuite

Account ID: ccddr.org

May 1, 2017 - May 31, 2017

Description	Interval	Quantity	Amount (\$)
G Suite Business: Usage	May 1 - May 31	20	200.00
Subtotal in USD:			200.00
Sales tax (0%):			0.00
Amount due in USD:			200.00

Bill to: Camden County Senate Bill 40 Board
 Billing ID: 9176-0235-3316
 Invoice number: 3543855117720210-4

Amount due in USD: \$200.00

You will be automatically charged for the amount due. No action is required on your part.

Intake
Application

=====

CAMDENTON
625 W US HIGHWAY 54
CAMDENTON
MO
65020-9998
2812420020
05/05/2017 (800)275-8777 3:14 PM
=====

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (ROLLA, MO 65402) (Weight: 0 Lb 5.80 Oz) (Expected Delivery Day) (Monday 05/08/2017)	1	\$2.03
Certified Mail (USPS Certified Mail #) (70140150000173096332)	1	\$3.35

Total \$5.38

Credit Card Remitd \$5.38
(Card Name: MasterCard)
(Account #:XXXXXXXXXX3221)
(Approval #: 64068C)
(Transaction #: 035)

BRIGHTEN SOMEONE'S MAILBOX. Greeting cards available for purchase at select Post Offices.

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

Get your mail when and where you want it with a secure Post Office Box. Sign up us: **:

7014 0150 0001 7309 6332

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CERTIFIED MAIL™ RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

ROLLA MO 65402

Postage	\$3.35
Certified Fee	\$0.00
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$5.38

Postmark Here
MAY 05 2017
CAMDENTON MO 65020

Sent To
Becky Sawyer
Rolla Regional Center
105 Fairgrounds Road
P.O. Box 1098
Rolla, MO 65402

PS Form 3800, August 2016 See Reverse for Instructions

MACOAS
Committee
Meeting
5/9/17



1159 US EAST 54
(573) 346-3433
Your cashier was WANDA

KROGER DELI TRAY 14.99 B
Plus Customer *****3661
KRO VEG TRAY W DIP 3.99 B
TAX ~~0.85~~
**** BALANCE 19.83

CAMDENTON MO 65020
MasterCard Purchase
*****3221 - C
REF#: 68049C TOTAL: 19.83
AID: A0000000041010
TC: 454EFD29FB428617

MASTERCARD 19.83
CHANGE 0.00
TOTAL NUMBER OF ITEMS SOLD = 2
05/09/17 07:28am 119 3 10 124

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You could WIN

Our monthly Sweepstakes for:
ONE OF 100 - \$100 gift cards and
ONE \$5,000 gift card grand prize!

Go to www.krogerfeedback.com
within 7 days.

Enter the information below:

Date: 05/09/17
Time: 07:28am
Entry ID: 615-311-10-119-3-13

No purchase necessary to enter
sweepstakes. See website for official
sweepstakes rules.

Annual Card Savings \$172.17

At your request Gerbes is donating to
CHILDREN'S LEARNING CENTER
Now Hiring - Apply Today!
jobs.gerbes.com
www.gerbes.com

"38" 25

GAS FOR VAN

Casey's General
Store #3461
4710 Osage Beach Pkw
Osage Beach, MO 6506

Date 05/08/2017
Time 12:13

MC
#####3221

Pump	Gallons	Price
01	17.533	\$ 2.079

Product	Amount
87E10	\$ 36.45

Total Sale \$ 36.45

SALE - Card Swiped
Auth # 69542C
Merch #
Approved 69542C

Thirsty?
Dr Pepper 2/\$2.50 or
Coke Buy 2 Save \$.75
Casey's 1ltr Water
only 2 for \$2
Details in Store

Thank You !!!
Please Come Again.
573-348-1475

Discharged
Master Files

CAMDENION
MO
65020-9998
2812420020
05/09/2017 (800)275-8777 2:26 PM

Product Description	Sale Qty	Final Price
PM 2-Day (Domestic) (ROLLA, MO 65402) (Weight:3 Lb 10.10 Oz) (Expected Delivery Day) (Thursday 05/11/2017)	1	\$8.50
Certified (@@USPS Certified Mail #) (70140150000173096356)	1	\$3.35
Return Receipt (@@USPS Return Receipt #) (9590940304405163356736)	1	\$2.75
PM 2-Day (Domestic) (ROLLA, MO 65402) (Weight:3 Lb 12.30 Oz) (Expected Delivery Day) (Thursday 05/11/2017)	1	\$8.50
Certified (@@USPS Certified Mail #) (70140150000173096349)	1	\$3.35
Return Receipt (@@USPS Return Receipt #) (9590940304405163356743)	1	\$2.75

Total \$29.20

Credit Card Remitd \$29.20
(Card Name:MasterCard)
(Account #:XXXXXXXXXX3221)
(Approval #:66291C)
(Transaction #:374)

Includes up to \$50 insurance

BRIGHTEN SOMEONE'S MAILBOX. Greeting cards available for purchase at select Post Offices.

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

Save this receipt as evidence of insurance. For information on filing an insurance claim go to <https://www.usps.com/help/claims.htm>.

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

7014 0150 0001 7309 6349

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ROLLA, MO 65402

Postage	\$3.75
Certified Fee	\$2.75
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$6.50

Postmark Here
MAY 09 2017
05/09/2017

Sent To
Records
Rolla Regional Center
105 Fairgrounds Road
P.O. Box 1098
Rolla, MO 65402

PS Form 3800, August 2006 Reverse for Instructions

7014 0150 0001 7309 6356

U.S. Postal Service™
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For delivery information visit our website at www.usps.com

ROLLA, MO 65402

Postage	\$3.75
Certified Fee	\$2.75
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$6.50

Postmark Here
MAY 09 2017
05/09/2017

Sent To
Records
Rolla Regional Center
105 Fairgrounds Road
P.O. Box 1098
Rolla, MO 65402

PS Form 3800, August 2006 Reverse for Instructions

Return mdse
to Scott's Medical
DMH # 910784

Shipment Receipt: Page #1 of 1

THIS IS NOT A SHIPPING LABEL. PLEASE SAVE FOR YOUR RECORDS.

SHIP DATE: Wed 10 May 2017
EXPECTED DELIVERY DATE: THUR 11 MAY 2017 EOD
SHIPMENT INFORMATION:
UPS Ground Commercial
25.75 lbs actual wt
26.00 lbs billable wt
Dims: 20.00x14.00x14.00 in

SHIP FROM:
ccddr
100 3rd st
Camdenton MO 65020
(573) 317-9233

Tracking Number: 1z665X220399640148
Shipment ID: MASPRZXB4J1EK
Ship Ref 1: - -
Ship Ref 2: - -

111883
UPS-BEST STORE #526
844 US HWY 54
CAMDENTON, MO 65020
800 311 1648

SHIP TO:
scotts medical supply
robert
809 FRANKLIN AVE
WASHINGTON MO 63090-4506
Business

DESCRIPTION OF GOODS:
bed pads non haz jt

Term ID: 010

Ref #: 001

Sale

SHIPMENT CHARGES:
Ground Commercial 17.38
Service Options 0.00

XXXXXXXXXXXX3221

MASTERCARD

Entry Method: Swiped

05/10/17

15:36:48

Inv #: 000001

Appr Code: 60513C

Apprvd: Online

Batch#: 130001

SHIPPED THROUGH:
UPS CC CAMDENTON MO
CAMDENTON, MO 65020
(800) 742-5877

Total **\$17.38**

Total: \$ **17.38**

COMPLETE ONLINE SHIPMENT TRACKING INFO:
Enter the following address in your web browser to view tracking info:
<http://wwwapps.ups.com/ietracking/tracking.cgi?tracknum=1z665X220399640148>

QUESTIONS ABOUT YOUR SHIPMENT?
Call the carrier at: 1-800-PICK-UPS (1-800-742-5877)
Or contact SHIPPED THROUGH facility list.

Customer Copy

ShipmentID: MASPRZXB4J1EK



Powered by iShip(r)
05/10/2017 02:49 PM Pacific Time N



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RFD 0716

FOR
KEYSTONE
VACUUM CLEANER

See back of receipt for your chance
to win \$1000

ID #: 7LOSJRZ5KC



(573) 346 - 3588
MANAGER PAUL GARDNER
94 CECIL ST
CAMDENTON MO 65020
ST# 00089 OP# 004499 TE# 18 TR# 09073
PF HLX TURBO 001112022912 68.00 0
25FT CORD 078175623075 9.46 0
SUBTOTAL 77.46
TOTAL 77.46
MCARD TEND 77.46
MasterCard **** * 3221 1 21
APPROVAL # 62348C
REF # 1042000314

AID A0000000041010
TC 499E7D80C136EE05
TERMINAL # SC010286
*Signature Verified

05/10/17 20:02:45
CHANGE DUE 0.00
ITEMS SOLD 2
TC# 0691 4906 4848 9571 7696



05/10/17 20:03:00
CUSTOMER COPY

Store receipts on your phone. Walmart Pay.



Intake
Application

=====

CAMDENTON
625 W US HIGHWAY 54
CAMDENTON
MO
65020-9998
2812420020
05/10/2017 (800)275-8777 2:44 PM

=====

Product Description	Sale Qty	Final Price
---------------------	----------	-------------

First-Class Mail	1	\$1.82
------------------	---	--------

Large Envelope
(Domestic)
(ROLLA, MO 65402)
(Weight:0 Lb 4.70 Oz)
(Expected Delivery Day)
(Friday 05/12/2017)

Certified	1	\$3.35
-----------	---	--------

(@USPS Certified Mail #)
(70162070000031810893)

Total		\$5.17
-------	--	--------

Credit Card Remitd		\$5.17
--------------------	--	--------

(Card Name:MasterCard)
(Account #:XXXXXXXXXXXX3221)
(Approval #:64585C)
(Transaction #:057)

BRIGHTEN SOMEONE'S MAILBOX. Greeting cards available for purchase at select Post Offices.

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7016 2070 0000 3181 0893

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ROLLA, MO 65402

OFFICIAL USE

Certified Mail Fee	\$3.35
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$1.82
Total Postage and Fees	\$5.17

Sent To: **Becky Sawyer**
Rolla Regional Center
Street and Apt. No., c: **105 Fairgrounds Road**
P.O. Box 1098
City, State, ZIP+4®: **Rolla, MO 65402**

Postmark Here: 05/10/2017

PS Form 3800, April 2013 PSN 7530-02-000-9071 See Reverse for Instructions

Camdenton, MO
573-346-5951

Osage Beach, MO
573-552-5869

VISION SOURCE

Family Eyecare

Lake Ozark, MO
573-365-5389

Laurie, MO
573-374-5222

Dr. Diana Scoggin Dr. Brian Eveland

117 S. Business Rt 5 • PO Box 1887 • Camdenton, MO 65020
Office: 573-346-5951 • Fax: 573-346-3552

DMH # 4311446

April 25, 2017

#1 Clearvision OP 847-48 16 130 Blue Camo	121.00
Single Vision	62.00
Polycarb	42.00
Total	225.00

#2 P.T. own frame	
single vision	62.00
polycarb	42.00
Total	104.00

Total for both pair

329.00

Approved
Myma Blair

=====
 CAMDENTON
 625 W US HIGHWAY 54
 CAMDENTON
 MO
 65020-9998
 2812420020
 05/11/2017 (800)275-8777 4:13 PM
 =====

DMH ID 44-33840
 ↓
 4368567

Product Description	Sale Qty	Final Price
First-Class Mail Letter (Domestic) (OSAGE BEACH, MO 65065) (Weight:0 Lb 1.10 Oz) (Expected Delivery Day) (Saturday 05/13/2017)	1	\$0.70
Certified (@@USPS Certified Mail #) (70162070000031810909)	1	\$3.35
Return Receipt (@@USPS Return Receipt #) (9590940226316336911979)	1	\$2.75

Total \$6.80

Credit Card Remit \$6.80
 (Card Name:MasterCard)
 (Account #:XXXXXXXXXXXX3221)
 (Approval #:63305C)
 (Transaction #:196)

 BRIGHTEN SOMEONE'S MAILBOX. Greeting cards available for purchase at select Post Offices.

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Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

9702 0202 0000 0000 0000 0000 0000 0000 0000 0000

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
OSAGE BEACH, MO 65065	
OFFICIAL USE	
Certified Mail Fee	\$3.35
Extra Services & Fees (check box, add fee as appropriate)	\$2.75
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.70
Total Postage and Fees	\$6.80
Sent To	Mercedes Rodriguez
Street and	795 Villagewood Circle
City, State,	Osage Beach, MO 65065
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	



.36 CREDIT CASEY'S

See back of receipt for your chance
to win \$1000

ID #: 7LOT4QZ2HW



(573) 346 - 3588
MANAGER PAUL GARDNER
94 CECIL ST

CAMDENTON MO 65020

ST# 00089	DP# 004525	TE# 06	TR# 06144	
FOL CLASSIC	002550020421	F	8.47	0
FOL CLASSIC	002550020421	F	8.47	0
TRASH BAGS	007874204833		12.52	0
PAPER PLATES	007874205854		4.36	0
GV SNK PLATE	007874204881		2.64	0
GV SNK PLATE	007874204881		2.64	0
PAPER BOWL	007874204882		2.72	0
PAPER BOWL	007874204882		2.72	0
FORKS	068113170247		2.84	0
SH HL 4 1	007164110702		1.97	0
SH HL 4 1	007164110702		1.97	0
STORAGE BAGS	007874205081		2.48	0
STORAGE BAGS	007874209592		2.48	0
SWIFFER PET	003700096993		7.97	0
GV LIGHTBULB	068113112142		5.44	0
LYS APCLM 48	001920089962		2.97	0
LYS APCLM 48	001920089962		2.97	0
PAPER TOWELS	003040021769		7.97	0
BULB	060538810062		24.44	0
BATH TISSUE	003700096606		9.47	0
BATH TISSUE	003700096606		9.47	0

SUBTOTAL 126.98

TOTAL 126.98

MCARD TEND 126.98

MasterCard **** * 3221 1 21
APPROVAL # 64243C
REF # 1042000314

AID A0000000041010
TC 1061318DA6867652
TERMINAL # SC011121
*Signature Verified

05/16/17 17:34:34
CHANGE DUE 0.00
ITEMS SOLD 21

TC# 3765 5379 3361 0422 0616 1



Low Prices You Can Trust. Every Day.

05/16/17 17:34:48

CUSTOMER COPY

Store receipts on your phone. Walmart Pay.



Your receipt from Janine's Flowers #6065720888

1 message

Janine's Flowers <questions@bloomnation.com>
Reply-To: janinesflowers@sbcglobal.net
To: Camden County Developmental Disability Resources <gigi@ccddr.org>

Tue, May 16, 2017 at 9:21 AM

Order #6065720888

Order Placed May 16, 2017



YOUR ORDER #6065720888 IS CONFIRMED

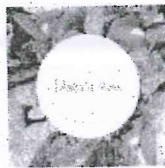
Thanks for choosing Janine's Flowers, Camden County Developmental
Disability Resources!

Payment Summary



1 Mylar Balloon

\$11.98-



Designer's Choice

\$35.00

Subtotal

\$46.98

Delivery

\$8.00

Tax

\$3.51

Master Card *3221

\$58.49

30 Day
Discharge
Notice

DMH #
4329202

 CAMDENTON
 625 W. US HIGHWAY 54
 CAMDENTON
 MO
 65020-9998
 2812420020
 05/22/2017 (800)275-8777 2:40 PM

Product Description	Sale Qty	Final Price
First-Class Mail Letter (Domestic) (LAKE OZARK, MO 65049) — (Weight: 0 Lb 0.60 Oz) (Expected Delivery Day) (Wednesday 05/24/2017) —	1	\$0.49
Certified (@USPS Certified Mail #) (70162070000031810916) —	1	\$3.35
Return Receipt (@USPS Return Receipt #) (9590940226316336911986) —	1	\$2.75

Total \$6.59

Credit Card Remitd (Card Name: MasterCard) \$6.59
 (Account #: XXXXXXXXXXXX3221)
 (Approval #: 60230C)
 (Transaction #: 483)

 BRIGHTEN SOMEONE'S MAILBOX. Greeting cards available for purchase at select Post Offices.

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

7016 2070 0000 3181 0916

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LAKE OZARK, MO 65049

OFFICIAL USE

Certified Mail Fee \$3.35

Extra Services & Fees (check box, add fee if appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.49

Total Postage and Fees \$6.59

Sent To **Suzanne Steck**

Street and Apt. No., 0 **1280 Susan Rd**

City, State, ZIP+4® **Lake Ozark, MO 65049**

Postmark **CAMDENTON MO 65020**
MAY 22 2017
 05/22/2017

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

Resolutions 2017-24 & 2017-25



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2017-24

AMENDMENT TO LAI CAPITAL FUNDING CONTRACT JANUARY 1ST, 2016, TO DECEMBER 31ST, 2017

WHEREAS, Sections 205.968-205.972 RSMo and subsequent passage by Camden Co. voters of the Senate Bill 40 enabling legislation in August of 1980 allows for the business, property, affairs, administrative control, and management to rest solely with the Camden County SB40 Board of Directors (dba Camden County Developmental Disability Resources).

WHEREAS, The Camden County SB 40 Board has historically approved and authorized Fiscal Year funding requests from Service Providers for Camden County consumers when warranted and deemed necessary.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Camden County Senate Bill 40 Board (dba Camden County Developmental Disability Resources), hereafter referred to as the "Board", acknowledges the need to amend the Lake Area Industries, hereafter referred to as LAI, Capital Funding Contract, January 1st, 2016, to December 31st, 2017, and authorizes the Executive Director to initiate and sign the Amendment to the Capital Funding Contract with LAI as identified in Attachment "A" hereto.
2. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

Chairman

Date

Secretary, Vice Chairman, or Treasurer

Date

Attachment “A” to
Resolution 2017-24

<p><i>Contractor:</i> Lake Area Industries 1720 North Business Route 5 Camdenton, MO 65020</p>	<p><i>Contract Description: LAI Capital Funding Agreement</i> <i>Amendment Description: Contract Revision</i> <i>Effective Date: July 17th, 2017</i></p>
--	---

The above referenced contract between **Camden County Developmental Disability Resources (CCDDR)** and **Lake Area Industries (LAI)** is hereby amended as follows:

- 1. Paragraph 2 is amended as attached.
- 2. The contract amendment is effective July 17th, 2017. All other terms and conditions remain unchanged.

~~~~~  
*In witness thereof, the parties below hereby execute this agreement.*

\_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 Authorized Signature for LAI

\_\_\_\_\_ Date \_\_\_\_\_  
 Authorized Signature for CCDDR

### **Contract Revision (7/17/17)**

**2. FUNDING:** The Board agrees to reimburse LAI for the procurement of assets, replacement costs, and major repairs **in excess of \$500**. The total amount reimbursable for all identified expenses shall not exceed \$73,400.00 for the duration of this Agreement. Copies of checks for payments, invoices, estimates, bids, proposals, advertisements, and all required proof of compliance with the Board's Procurement Policy must be submitted to the Board prior to Board reimbursement for the expenses. If all funds approved by the Board in this Agreement have not been utilized by the term ending date of this Agreement, the Board may, at its own discretion, reallocate the remaining funds for other Board expenses or restrict the remaining funds for future Calendar Year LAI capital expenditures. If additional funding is needed or there is an additional need for other funding, LAI shall submit a separate funding request to the Board for review.

***(NOTE: Contract now identifies expense threshold – reference is made to LAI's Revised Capitalization Policy)***



*CAMDEN COUNTY SB40 BOARD OF DIRECTORS  
RESOLUTION NO. 2017-25*

**APPROVAL OF AMENDED CLIENT-FAMILY HANDBOOK**

**WHEREAS**, Sections 205.968-205.972 RSMo and subsequent passage by Camden Co. voters of the Senate Bill 40 enabling legislation in August of 1980 allows for the business, property, affairs, administrative control, and management to rest solely with the Camden County SB40 Board of Directors (dba Camden County Developmental Disability Resources).

**WHEREAS**, the Camden County SB 40 Board (dba Camden County Developmental Disability Resources) reviews, amends, and appeals its existing Bylaws, policies, plans, and job descriptions and creates new Bylaws, policies, plans, and job descriptions as needed to remain effective in its Agency administration and remain compliant with regulatory statutes.

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Camden County Senate Bill 40 Board (dba Camden County Developmental Disability Resources), hereafter referred to as the “Board”, hereby acknowledges the need to amend its Client-Family Handbook.
2. That the Board hereby amends and adopts its Client-Family Handbook (see Attachment “A” hereto) as presented.
3. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary, Vice Chairman, or Treasurer

\_\_\_\_\_  
Date

Attachment “A” to Resolution  
2017-25





# **CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES**

## **CLIENT-FAMILY HANDBOOK**

**(Revised 7/20/2015, 6/15/2017)**

**Note- People First version of handbook can be found starting on pg. 16**

# WELCOME TO CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES!

## WHO WE ARE

Camden County Developmental Disability Resources (CCDDR) is the “doing business as” (dba) name of the Camden County Senate Bill 40 Board. Our agency was created in August 1980 with passage of the “Senate Bill 40” tax levy in Camden County. The tax levy which supports our agency is authorized by Sections 205.968-205.972 of the Revised Missouri Statutes, and is designed to meet the needs of Camden County citizens with developmental disabilities in areas of employment, residential, and related services.

CCDDR is a political subdivision of Camden County, and subject to Missouri's Sunshine Law.

The board meets on the third Monday of each month, those meetings are held at 4:00 p.m. at a location determined by the board, to which location notice is provided on the agenda per the Missouri Sunshine Law. If a recognized holiday falls on the third Monday of the month, the board will hold its meeting on the following Monday. Unless otherwise indicated, all meetings are open to the public, per the Missouri Sunshine Law.

Agencies which either receive funds or are eligible to receive funds from CCDDR include, but are not limited to:

- Lake Area Industries
- Future Care, Inc.
- Lake of the Ozarks Developmental Center
- Missouri Mentor
- Arc of the Lake
- Arc of Missouri
- Special T Acres
- Independent Living Resource Center
- Achieving Life Skills
- Park Place
- Bridges
- Easter Seals
- Children's Learning Center

CCDDR' Support Coordination program was initiated in 2006. The board provides this service to all eligible persons in Camden County on a contract basis with the Department of Mental Health, Division of Developmental Disabilities.

Eligibility is determined by DMH/DD according to statutory guidelines that define a developmental disability as: a condition that manifests prior to age 22, with the expectation that it will continue lifelong, and one that causes substantial functional limitations in at least 2 life areas.

The nine-member Board of Directors of CCDDR is appointed by the Camden County Commission. Board members serve three year terms, and in many cases are family members of persons with developmental disabilities.

### OUR MISSION

“We provide persons with developmental disabilities the necessary tools to achieve self-determined lives, while ensuring quality services.”

### VALUES

We believe that our community thrives when all individuals become capable of participating in the spectrum of community life; we respect and promote the recognition of individual dignity and self-worth; and we promote accountability to taxpayers with regard to prudent use of tax funds and accountability to clients and families with regard to effectiveness and quality of services.

### THE PERSON-CENTERED PLANNING PROCESS

In years past, services for persons with developmental disabilities authorized in their annual plan were focused on an individual’s deficits, and trying to fit a person into existing programs and facilities. In short, the focus was on the disability, not the person; on the needs of the provider, not the unique needs of the individual.

Today, we focus on a person’s strengths and abilities, and how they want to live their life. Rather than trying to fit persons into existing programs and facilities, supports are tailored to meet the unique needs of the individual served. In short, our focus today is on the person, not the disability; on tailoring supports to meet the unique needs of the individual, instead of trying to fit a person into a particular program or facility.

Person-Centered Planning recognizes these essential components and empowers clients and families to make fundamental decisions about how they are supported.

Essential Aspects of Person-Centered Planning are:

- a commitment to know the individual and seek to understand him/her
- a conscious resolve to be of genuine service to the person/family
- a willingness to be guided by the person
- a willingness to struggle to achieve difficult goals
- flexibility, creativity and openness in trying what might be possible

- a willingness to enhance the humanity and dignity of the person
- a commitment to “look for the good in people and help bring it out”

#### Person-Centered Plans:

- use ordinary language and images rather than professional jargon
- actively search for a person’s gifts and capacities in the context of community life
- strengthen the voice of the person and those who know the person best
- define desirable changes in the person’s life, creating personal outcomes and goals in 6 domains:
  - Daily Life and Employment
  - Community Living
  - Social and Spirituality
  - Healthy Living
  - Safety and Security
  - Citizenship and Advocacy
- result in actions that achieve those desired changes

Each member of the Planning Team, including the family or person supported, plays a vital role in developing the plan and ensuring continued action towards the achievement of the person’s desired goals and outcomes.

#### Roles of the Various Team Members

##### The family or the person supported:

- identifies the people to invite into the planning meeting
- works with the Support Coordinator/Plan Facilitator in designing the planning session and subsequent meetings
- is open to sharing ideas, interests and aspirations
- actively participates in developing outcomes and goals
- follows through on commitments
- provides honest feedback to the team

##### The Support Coordinator:

- assists the family or individual in setting up the meeting and inviting others as requested/needed
- makes sure that appropriate documentation is completed
- reviews other assessments that have been conducted (health, behavioral, risk, etc) prior to developing or updating a plan

- ensures that recommendations regarding support or service needs are addressed in the plan
- knows when plans are due and assures that planning meetings are conducted in a timely fashion
- makes sure plans are dated and signed at least annually by the person or their guardian and the Support Coordinator
- ensures that addendums are dated and signed by the person, his/her guardian and the Support Coordinator
- reviews the plan to be sure the Individual Support Plan Guidelines criteria is met
- assists the person and those who are writing the plan in understanding Person-Centered Planning
- ascertains the person, the guardian, and the support staff have copies of the plan
- assist persons served in meeting their personal needs and goals and in obtaining the greatest degree of independence and inclusion possible in everyday community life

### Planning Guidelines

Other members of the Planning Team, referred to as the Support Team, are those additional individuals who will make sure that necessary action is taken to achieve plan outcomes. The Team may include family members, friends, teachers, professionals, and community members—anyone who is responsible for doing something for or with the individual. The people at the table should be those who can construct the most potentially successful plan. The individual and the Support Coordinator should work together to determine who is responsible for inviting these individuals to attend the Planning Meeting.

The Support Team should:

- engage in active and respectful listening
- be willing to focus on the positive and possible
- make meaningful and relevant contributions
- be committed to assisting in setting goals and taking action steps
- participate in subsequent meetings until involvement is no longer needed
- follow through on commitments

### The Division of Developmental Disabilities Person-Centered Planning Guidelines

On January 1<sup>st</sup>, 2017, the Division of Developmental Disabilities (DDD) updated a document called The Individual Support Plan Guidelines. The purposes of the Guidelines are to:

- describe the Division's values in supporting people
- ensure that plans meet Home and Community Based Waiver requirements
- provide consistency in what information must be in a plan particularly that concerned with supporting the person's health and safety
- describe the role of each Planning Team member
- provide examples of different planning tools

A copy of the Division's Person Centered Planning Guidelines may be found at: <http://dmh.mo.gov/docs/dd/ispguide.pdf> or may be obtained from your Support Coordinator.

#### WHAT TYPES OF SERVICES ARE AVAILABLE?

Through the Person-Centered Planning Process, each individual served will have an Individual Support Plan which outlines the various services, both generic and specialized, required to meet the individual's unique needs. Service options and supports which are identified for the client in the plan shall foster:

- personal competencies and control over his/her life
- active participation in the community
- relationships with non-disabled peers
- natural environments for health, education & habilitation
- protection of rights
- effective use of public resources

The following are examples of some of the paid services that may be authorized in an individual's ISP to address needs that are identified in the plan. Note that aside from Support Coordination, which is available to all clients, each service may have additional eligibility guidelines and may be subject to available funds:

- Autism services
- Respite services
- Crisis intervention
- Self-Directed Services
- Medicaid Home & Community Based Waiver program (includes a variety of long-term services for those eligible for this program, such as Residential Habilitation, Day Habilitation, Personal Assistant Services, Employment Services, etc.)
  - Missouri Children with Developmental Disabilities Waiver
  - Partnership for Hope Waiver
  - Community Support Waiver
  - Comprehensive Waiver
  - Support Coordination

The availability of services is dependent upon available resources- county, state and federal- to fund the services outlined in the plan. If funding for a service is not available, the individual will be put on a waiting list for the service until funding becomes available. As funds become available, individuals on the waiting list will be served based upon their Priority of Need (P.O.N.) score. Persons with higher P.O.N. scores will be served first.

#### WHAT SHOULD I EXPECT FROM MY SERVICES?

1. They are available when you need them.
2. They meet your individual needs.
3. You are involved in the planning of the services.
4. Agency staff is properly trained to provide the services authorized in the Individual Support Plan.
5. You have a choice of who provides the service.
6. You have a choice of the type of job and where you work.
7. You and your family are satisfied with the quality of your life and services.
8. Your services lead to greater independence.

#### TARGETED CASE MANAGEMENT

Any person in Missouri who has a developmental disability is entitled to have a Support Coordinator (Case Manager). Support Coordinators assist persons with developmental disabilities access the services they need and achieve the outcomes which have been identified in their ISP. They also act as staunch advocates for the people they serve. Support Coordinators also monitor the quality and effectiveness of services received by clients from providers of services.

Each individual who is found eligible for services from the DDD in Camden County is assigned a specific Support Coordinator employed by CCDDR, who will become acquainted with the individual and work with him or her to identify, locate, access, and monitor the services that meet the individual's particular needs. CCDDR contracts with the Department of Mental Health, DDD, to provide Support Coordination services to all eligible persons in Camden County. In order to maintain quality Support Coordination services, our agency strives to maintain caseload sizes at a 1 to 35 ratio (35 persons assigned to 1 Support Coordinator).

The Targeted Case Management program allows qualified entities to bill Medicaid for some of the time spent assisting individuals who are eligible for services from the DDD accessing comprehensive medical, social, educational, and other specialized services. Support Coordinators employed by the Regional Office, by a County SB 40 Board (such as

CCDDR), or by Affiliated Community Service Providers (ACSPs) are professionals who are trained in the field of Mental Health and/or closely related fields. Support Coordinators are required to be Qualified Developmental Disability Professionals, or "QDDPs". Such individuals are required to have a degree in Special Education, Sociology, Psychology, Social Work, or a closely related human services field and one year of direct experience in working within the field of developmental disabilities. Support Coordinators provide "case management" and are sometimes also referred to as "Case Managers".

Support Coordinators log all time they spend communicating directly with - or on behalf of - the individual or a responsible party; in person, by telephone, or through written correspondence. Other activities recorded are travel, telephone calls, creation of letters to providers, case documentation, and consultations with other professionals.

Actual costs for case management services are billed to private insurance or Medicaid when such coverage exists or to the individual or a financially responsible representative, when the Department of Mental Health's Standard Means Test has established an ability to pay. The Standard Means Test provides guidelines to determine if a client's family or the client who lives in his or her natural home has the "ability to pay". Case Management services billed to private insurance or to Medicaid, are reported on an "Explanation of Benefits" notice as "Targeted Case Management Services".

Examples of case management services (time spent by the Support Coordinator) which may be billed include, but are not limited to:

- assisting the individual or his/her family in completing applications and submitting appropriate documentation, arranging meetings, etc., to determine the individual's eligibility for Regional Office services
- calling a provider to make an appointment or to arrange a specific service
- talking with a responsible party in person or by telephone who is requesting assistance in obtaining services or who wishes to discuss changes in the individual's life, or attending to a crisis situation
- sending letters to the individual, the individual's family, and service providers to schedule a Person-Centered Plan meeting
- conducting the Individual Support Plan meeting and writing the ISP
- visiting the individual in the home, including travel time to and from the home
- reviewing the services the individual receives on a monthly basis and determining if the service continues to meet the individual's need
- writing notes in the individual's case record to document all service needs being met, all service needs not being met, continuing efforts made to meet those needs, changes in an individual's needs, etc.
- completing forms and documenting the individuals records when the individual's case is closed.



## SUPPORT COORDINATION OUTCOMES

CCDDR has developed Performance Indicators with regard to the Support Coordination services it provides, as a means to ensure the quality and effectiveness of services provided. These indicators cover four primary areas: Efficiency, Effectiveness, Satisfaction, and Service Access. An annual report is provided to our Board of Directors and other interested parties with regard to progress made toward meeting the criteria outlined in our Performance Indicators, and this report is available upon request.

## SUPPORT COORDINATION MONITORING

Your Support Coordinator will monitor the services you or your family member receives at least quarterly (every 3 months). For individuals who receive Medicaid Waiver services, the review of services will occur monthly; individuals living in waived residential settings must have a face to face visit monthly. Monitoring services includes a review of the monthly progress notes written by the provider agency; contact with the client to determine his/her level of satisfaction with the service/support; on-site observation during the provision of the service/support; and any intervention necessary to assure successful provision of the service/support. Your Support Coordinator will work with you to determine the level of contact you or your family needs in order to best meet your outcomes.

## GUARDIANSHIP AND CHOICE

Many people receiving Support Coordination services from CCDDR have persons appointed as their legal guardians or conservators. Our agency will work with the legal guardian or conservators in identifying service/support options available and/or needed, in addition to assisting the individual who requires the service/support, to make meaningful choices in selecting a provider agency.

In addition, for persons who receive residential services or other services that provide opportunities for choice, CCDDR and the provider agency will encourage choice-making by the individual receiving the service in those areas that do not require an appointed guardian decision. For example, choices in activities, choice of foods, choice in home decorations, choice in employment, etc.

## FINANCIAL SERVICES AND RECORDS

The Regional Office is mandated to apply benefits (SSI, SSA, Veteran's benefits, etc.) an individual may receive toward the cost of his/her residential services prior to utilizing tax dollars. Some services an individual may want or need will require the individual or

his/her parents, guardians, or conservators to share in the costs of the service. The rate of pay will be determined by a standard means test, and is based on a table of ability to pay. Regional Office staff (Reimbursement Officers) will assist in determining this amount, if any. In some cases, the Regional Office will apply to become the direct payee of an individual's benefits. The Regional Office will maintain an account in the person's name and records of the specific use of these funds.

### CLIENT/GUARDIAN COMPLAINT PROCESS

At any time our clients or their parent/legal guardian have a concern about the service/support given by a provider agency, they should first discuss their concerns with the identified contact person for the provider agency. If they do not feel their concerns were appropriately resolved, they should contact their Support Coordinator for follow-up with the agency. If resolution is not found, then the clients or their parent/legal guardian should contact the Regional Office.

If our clients or their parent/legal guardian are not satisfied with the performance of their Support Coordinator, they should contact the Support Coordinator's supervisor to discuss possible corrective action, and ask to complete a CCDDR Complaint/Grievance Form. Clients or families making complaints will not be retaliated against in any way. The supervisor will have 10 business days to respond to the complaint. If a resolution is not obtained through the supervisor, the following chart identifies the management structure of CCDDR, and clients and their families are encouraged to contact the Executive Director if necessary to discuss their concerns, ask questions, or request a different Support Coordinator. The Executive Director will respond to the complaint within 5 business days.



As a further procedural safeguard, clients and families served are welcome to file a complaint using the DDD complaint process. This process is outlined in the Division of Developmental Disabilities complaint process, Division Directive 3.050. located at: <http://dmh.mo.gov/docs/dd/directives/3050.pdf>

The Rolla Satellite Regional Office can be contacted toll-free at 1-800-828-7604.

#### CLIENT RIGHTS/CONSENT FOR TREATMENT

CCDDR makes every effort to support and protect the fundamental human, constitutional, and statutory rights of clients served. Individual rights as citizens are not limited except through legal proceedings (such as guardianship), when an individual is posing an immediate danger to themselves or others, or if the planning team has agreed to a limitation of rights and a due process procedure has been followed.

CCDDR protects the rights of clients served in accordance with State of Missouri Statutes (RSMo 630.110 and 630.115) and DDD Rules and Regulations, specifically "Individual Rights of Persons Receiving Services from The Division of Developmental Disabilities".

Consent for all services authorized in the ISP is obtained from all clients served by CCDDR or their guardian. Consent is also obtained to authorize CCDDR to provide Support Coordination services. Prior to the beginning of service delivery and/or at initiation of service delivery at the initial Person Centered Plan meeting, and then annually thereafter, each client served by CCDDR and/or their legal representative is provided with a copy of CCDDR's Client Rights & Responsibilities form, and a signature page is obtained. The explanation of rights is in a form which can be understood by the client. All clients served by CCDDR have their rights reviewed annually.

No client's rights can be limited by the planning team without due process as defined by state regulations, including the guardian's written consent for the limitation and approval by the Rolla Regional Office Human Rights Committee.

#### GRIEVANCE PROCESS

If at any time a client and/or their legal guardian feel as though the client's rights have been violated by CCDDR or any other agency in any manner, they are entitled to file a grievance, using the same process outlined previously in the "Client/Guardian Complaint Process" section. CCDDR has policies & procedures in place should a client wish to file a grievance, and the DMH Client's Rights monitor may also be contacted at:

Client Rights Monitor  
Department of Mental Health  
P.O. Box 687  
Jefferson City, Mo 65102  
1-800-364-9687

## FREQUENTLY ASKED QUESTIONS

Q: What is the Division Developmental Disabilities (DDD)?

A: The DDD is one of three Divisions within the Department of Mental Health with regional offices located around the state. It is at these regional offices where services are obtained. They provide eligibility determination and referral to contract agencies which specialize in services to persons with developmental disabilities. The primary responsibility of Regional Offices is to determine eligibility for services and provide funding for services and assistance to families who have young children and adult persons with developmental disabilities. There are also several state-operated residential facilities for adults and children who have developmental disabilities.

Q: Who is eligible to receive services from the DDD?

A: A developmental disability is a disability which is attributable to cerebral palsy, epilepsy, head injury, autism, a brain dysfunction, or any other mental or physical impairment which occurs before age 22. It must be determined this disability is likely to continue indefinitely and it results in a substantial functional limitation in two or more of the following six areas of major life activities: self care; receptive and expressive language development and use; learning; self-direction; capacity for independent living; or economic self sufficiency and mobility. Eligibility is determined by what's known as a functional assessment as opposed to linking eligibility to a specific diagnosis (see 9 CSR 45-2.010).

Q: Who should I contact if I believe I am eligible or a member in my family is eligible for services?

A: There are 5 Regional/Satellite Regional Offices located throughout the state in the following cities: Albany, Columbia, Hannibal, Joplin, Kansas City, Kirksville, Poplar Bluff, Rolla, St. Louis (North and South), Sikeston, and Springfield. The addresses and phone numbers of these Regional Offices can be located at: <http://dmh.mo.gov/dd/>

Q: What is the role of a Support Coordinator?

A: Support Coordinators provide support planning, advocacy, resource referrals and help to link individuals to community services. The Support Coordinator is the primary link to the Department of Mental Health, DDD, Regional Office system, and maintains frequent contact with the person receiving services. CCDDR is the authorized/contracted provider for Support Coordination services within Camden County for all persons with developmental disabilities. The Support Coordinator is also responsible for reviewing the provider's progress notes and modifying the ISP in conjunction with the Person-Centered Planning Team as needed to provide the best services possible for the individual receiving services.

If a child or adult is determined to be eligible for services, a Person-Centered Planning Team, which includes the person with the disability and his/her family meet and

determine needed services which are included in a Personal Plan. The Person-Centered Planning process enables and assists the individual to access a personalized mix of paid and non-paid services and supports that will assist him/her to achieve personally defined outcomes. The Support Coordinator is knowledgeable about where services can be obtained and assists the family or individual in accessing the services to meet the outcomes of the personal plan.

Q: Does CCDDR provide any other services besides Support Coordination?

A: At this point in time, CCDDR does not provide any direct services, but contracts with other area agencies to provide services for Camden County persons with developmental disabilities.

Q: My son or daughter is approaching graduation from high school. Can CCDDR help?

A: For most families, this is the time when CCDDR and the Regional Office become most involved in coordinating services. Depending on the circumstance and wishes of the person with a developmental disability, CCDDR and the Regional Office can coordinate vocational training and job placement services or other supported activities based upon the needs of the individual. Your child is entitled to having a transition plan included in his/her IEP, and CCDDR Support Coordination staff is available to be involved in your child's transition IEP.

Q: Will I get all of the services I want?

A: The extent of services received is based upon the needs of the person with a developmental disability and available funds. The solution may not always be purchasing a specific service the family is requesting, but it must address the need directly in a way the family feels will work. In some cases, services can be obtained from other agencies and may not require funding from the Regional Office and/or CCDDR. If funding is not available for a service which has been determined to be a need for an individual served, the individual is placed on a waiting list for the service and will be removed from the waiting list once funding becomes available. Persons with higher Priority of Need scores will be taken off of the waiting list first. It is important to remember the services are based on the needs of the individual, not necessarily the wants.

Q: How long will it take to get the services I need?

A: There are a number of factors involved in the application, eligibility, and service determination process. Typically, the Regional Office is required to make a determination of eligibility within 30 days of the time an application is received, and additional time may be needed for planning and obtaining the services. If an additional assessment is needed, the time may be extended. If clear information confirming a developmental disability is readily available, it will take a much shorter time. In crisis situations when all the required elements are readily available, the determination and initial service plan may be made within a day or two.

Q: Who should I call if there are problems or concerns with the services I receive?

A: Your best contact is the Support Coordinator whose responsibility it is to work with you to resolve these concerns.

Q: Are there costs associated with these services?

A: Some services are exempt from charges to the client, while others are based on the ability to pay as per a Standard Means Test with the Regional Office. Your Support Coordinator with CCDDR in cooperation with accounting staff at the Regional Office can provide you with specific information related to your situation.

Q: I have limited income, who can help me with the cost to become a legal guardian?

A: Some legal aid agencies will assist if the person wanting to become a legal guardian has limited financial resources. Also, the disabled person's SSI benefits or other income can be saved to pay for guardianship expenses. Your assigned Support Coordinator can assist your family or interested party in locating attorneys in their community who charge reduced rates in the guardianship process.

Q: Is there an unlimited amount of money available to pay for services?

A: CCDDR is supported by a county property tax levy. County funds are often leveraged with state Department of Mental Health, DDD, Regional Office funds and federal funds to obtain and fund needed services. Local, state, and federal funds are limited. This combined with an increasing demand for developmental disability services throughout the state and nation means not all services can be immediately provided. The Utilization Review process attempts to prioritize county, state, and federal funding of services based upon an objective priority of need basis. Your Support Coordinator will be knowledgeable about these funding options.

Q: What should I do if I suspect a family member may have been the victim of abuse or neglect?

A: You should immediately notify your Support Coordinator of your concerns. There are specific statutory requirements under which the Department of Mental Health, DDD, Regional Offices operate and respond to allegations of abuse and/or neglect, as well as other state agencies, such as the Department of Health and Senior Services and Children's Division. The Adult Protective Services maintains a hotline: 1-800-392-0210. All calls will be kept confidential and the caller can choose to remain anonymous.

## **CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES**

### **Ethical Conduct and Values Statement**

Camden County Developmental Disability Resources (CCDDR) will conduct business in a respectful, honest, and trustworthy manner and will strive to provide the highest quality services to persons with developmental disabilities within Camden County.

CCDDR employees will be guided by internal policies and Missouri State Law (Section 630.115, RSMO) pertaining to the rights of persons served. Violations of ethical conduct will be evaluated by management and handled as outlined by state statute or agency policy.

CCDDR leadership will be guided by its bylaws and policies on leadership and legal requirements. Violations of ethical conduct will be brought to the attention of the Executive Director and the Chairperson of the Board of Directors and will be dealt with according to agency policy and bylaws.

CCDDR's financial practices will be handled according to the agency's policies on financial management. CCDDR will conduct its financial practices in accordance with applicable federal, state, and local laws and its by-laws, policies, and procedures.

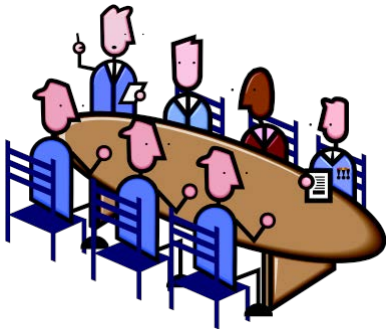
CCDDR's marketing activities will be implemented in a manner which respects the dignity and the privacy rights of persons with disabilities. CCDDR will never knowingly mislead/misinform the public and will be accountable to the public for its activities.

It shall be recognized the persons and families served by CCDDR should be the guiding force behind the organization. All activities of the organization will be directed toward promoting services that are consistent with developing opportunities for clients to achieve their highest level of independence, productivity, and citizenship. The rights of persons served will be protected in accordance with federal, state, and local law and organizational policies.

***The following is an explanation of this handbook in People First language.***

### WHO WE ARE

The Camden County Senate Bill 40 Board was created in 1980. CCDDR was started when people in our county had an election and voted to start an agency to meet the needs of persons with developmental disabilities. There are nine people in charge of CCDDR, called the Board of Directors. These nine people are asked to be board members by the Camden County Commission, the people in charge of running the county.



CCDDR collects money paid by taxes. This money is used to meet the needs of persons with developmental disabilities in our county. CCDDR uses this money and gives some of it to other agencies in the area, like the sheltered workshop. CCDDR also has Support Coordinators who help persons with developmental disabilities get the services they want and need.

### THE PERSON-CENTERED PLANNING PROCESS



Our Support Coordinators help persons with developmental disabilities get the services and supports they need. They do this using what is called a Individual Support Plan. This plan is made after getting people with disabilities, their families, and friends to tell their Support Coordinator what they need. The Support Coordinator is there to work for and serve the person with a developmental disability.



Sometimes the services you need may not be available right away, because there isn't enough money to pay for them. If this happens, your name will be put on something called a waiting list. Persons who need services the most are taken off of this waiting list sooner than those who don't need services as much.

Persons we serve have the right to expect our Support Coordinators to do a good job. If you don't feel this is happening, you can complain. One way to complain is to contact the Support Coordinator's boss, called a Supervisor. If you still are not satisfied, you can contact the boss's boss, called the Executive Director. If you still are not satisfied, you can call the person in charge of the CCDDR Board, called the Chairperson. Call (573) 317-9233 for any of these people. If you complain, we will not "hold this against you", something called "retaliation". You can also call the Regional Office to complain. Their number is 1-800-828-7604.

### SUPPORT COORDINATION MONITORING



If you get services funded by the state, your Support Coordinator is responsible for making sure these services are good and you are happy with them. This is called Service Monitoring. If you are in an ISL home or group home, your Support Coordinator will check on your services every month. If you get other services, like in a day program, your Support Coordinator will check on your services every three months. The agencies that provide your services must meet certain standards that show they are doing a good job. Our Support Coordinators are one part of making sure the services you get are good.

## TARGETED CASE MANAGEMENT



CCDDR gets paid for providing Support Coordination. Many persons with disabilities have Medicaid. Sometimes, CCDDR can have Medicaid pay for the Support Coordination services that we provide. This helps CCDDR pay bills, pay our staff and other things.

## CHOICE OF PROVIDER/SUPPORT COORDINATOR



Persons with developmental disabilities we serve can have choices of some things. You have the choice of who your Support Coordinator is. If you are in a program called the Medicaid waiver, you also have choice of what provider agency provides you with services our Support Coordinators arrange for you. There has to be more than one agency available though before you can choose. You can also decide to direct your own supports through the self directed supports program. Let your Support Coordinator know what your choices are.

If you have a guardian, these choices are made by this person.

## CLIENT RIGHTS/CONSENT FOR TREATMENT



All persons have rights, must not be hurt, and must be cared for properly. CCDDR provides you or your guardian with a copy of your rights every year. Some of your rights may be restricted, like if you have a guardian, conservator, or a rights restriction in your plan. Some of your rights cannot be restricted though. Your CCDDR Support Coordinator and your Planning Team work to ensure your rights are protected. Your rights are restricted only if absolutely necessary for your own safety and well being or for the safety and well being of others. If you feel your rights have been violated, call these people:

Client Rights Monitor  
Department of Mental Health  
P.O. Box 687  
Jefferson City, Mo 65102  
1-800-364-9687

Nobody is **ever** allowed to hurt you, take advantage of you, or not care for you properly. This is called abuse and neglect. If someone is hurting you, being mean to you, taking advantage of you (like taking your money), doing something you are not comfortable with (like touching you in private areas), or not taking care of you, **call your Support Coordinator right away at 573-317-9233 or the Adult Protective Services at 1-800-392-0210 if you're over 18 or Division of Family Services at 1-800-392-3738 if you're under 18.**

CCDDR cannot provide you with Support Coordination services until you or your guardian say this is OK. This is called "consent". You or your guardian has the right to give your OK to the services which are determined in your ISP.

When a big change to your plan is made during the year, you or your guardian needs to give your OK on this, too.

HAVE QUESTIONS??



If you need help with anything covered in this booklet, please call us at **573-317-9233** or stop by our office at **100 Third St., Camdenton MO.**

**CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES**

**NOTICE OF RECEIPT OF CLIENT-FAMILY HANDBOOK**

Print name of client receiving services: \_\_\_\_\_

My signature below indicates that I have been provided a copy of the Camden County Developmental Disability Resources Client/Family Handbook.

\_\_\_\_\_  
(Signature Of Client, Parent of Minor Child,  
or Legally Authorized Representative)

\_\_\_\_\_  
(Date)

If signed by a legal representative, relationship to client: \_\_\_\_\_