



August 26th, 2021

**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 August 26th, 2021, at 6:00 PM

This Board Meeting will be held at:

255 Keystone Industrial Park Drive
Camdenton, MO 65020

Participants can also Join via WebEx/Phone:

<https://camdencountydevelopmentaldisabilityresources.my.webex.com/camdencountydevelopmentaldisabilityresources.my/j.php?MTID=m243413b82ac215ceb9a4ec87fecc08cf>

To Join by Phone: 1-415-655-0001
Meeting Number (Access Code): 2553 768 5236
Meeting Password: 96493748

Call to Order/Roll Call

Approval of Agenda

Approval of Open Session Board Meeting Minutes for July 8th, 2021

Acknowledgement of Distributed Materials to Board Members

- June 2021 OSLCFDC Monthly Report
- June 2021 CLC Monthly Report
- June 2021 LAI Monthly Report
- CY 2021 Performance Summary
- 2021 Feasibility & Needs Assessment – Adults not Living in ISLs, Group Homes, or Shared Living
- July 2021 Support Coordination Report
- July 2021 Employment Report (Not Currently Available - Being Reconfigured & Reformatted)
- July 2021 Agency Economic Report
- June 2021 Credit Card Statement
- Resolution 2021-22

Speakers/Special Guests/Announcements

- NONE

Monthly Oral Reports

- Our Saviors Lighthouse Child & Family Development Center
- Children's Learning Center
- Lake Area Industries
- MACDDS Updates

Old Business for Discussion

- COVID-19 Related Updates

New Business for Discussion

- New Board Member Absences & No Contact

CCDDR Reports

- CY 2021 Performance Summary
- 2021 Feasibility & Needs Assessment – Adults not Living in ISLs, Group Homes, or Shared Living
- July 2021 Support Coordination Report
- July 2021 Employment Report (Not Currently Available - Being Reconfigured & Reformatted)
- July 2021 Agency Economic Report

June 2021 Credit Card Statement

Discussion & Conclusion of Resolutions:

- Resolution 2021-22: Approval of Amended COVID-19 Plan

Board Educational Presentation/Discussion: CCDDR Accounting Manager

Open Discussions

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 of Open Session

Closed Session Pursuant to Section 610.021 RSMo, subsections (3), (13), & (14)

The news media and any interested party may obtain copies of this notice, and a direct link to the WebEx meeting can be submitted to anyone requesting access 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

July 8th, 2021

Open Session Minutes

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES

Open Session Minutes of July 8th, 2021

Members Present Betty Baxter, Paul DiBello, Kym Jones, Dr. Vicki McNamara,
Nancy Hayes, Elizabeth Perkins

Members Absent: Angela Sellers, Brian Willey, Angela Boyd

Others Present Ed Thomas, Executive Director

Guests Present Jessica Jensen (OSLCFDC)
Natalie Couch, (LAI)
Adrian Anderson (CLC)
Rachel Baskerville, Lori Cornwell, Connie Baker,
Jeanna Booth, Ryan Johnson (CCDDR)

Approval of Agenda

Motion by Betty Baxter, second Elizabeth Perkins, to approve the agenda as presented.

AYE: Betty Baxter, Paul DiBello, Kym Jones, Dr. McNamara,
Nancy Hayes, Elizabeth Perkins

NO: None

Approval of Open Session Board Minutes June 10th, 2021

Motion by Kym Jones, second Betty Baxter, to approve the June 10th, 2021, Open Session Board Meeting Minutes as presented.

AYE: Betty Baxter, Paul DiBello, Dr. Vicki McNamara,
Kym Jones, Elizabeth Perkins

NO: None

ABSTAIN: Nancy Hayes because she was not present at the June 10th,
2021, Board Meeting.

Approval of Closed Session Board Minutes June 10th, 2021

Motion by Elizabeth Perkins, second Betty Baxter, to approve the June 10th, 2021, Closed Session Board Meeting Minutes as presented.

AYE: Betty Baxter, Paul DiBello, Dr. Vicki McNamara,
Kym Jones, Elizabeth Perkins

NO: None

ABSTAIN: Nancy Hayes because she was not present at the June 10th, 2021,
Closed Session Board Meeting.

Acknowledgement of Distributed Materials to Board Members

- May 2021 OSLCFDC Monthly Report
- May 2021 CLC Monthly Report

- May 2021 LAI Monthly Report
- June 2021 Support Coordination Report
- June 2021 Employment Report
- June 2021 Agency Economic Report
- May 2021 Credit Card Statement
- Resolution 2021-18, 2021-19, 2021-20, & 2021-21

Speakers / Special Guests /Announcements

- None

Monthly Oral Reports

Our Saviors Lighthouse Child & Family Development Center (OSLCFDC)

Jessica Jensen

Currently, we are full. Paras are needed. DESE training online. We have nothing to update.

Children’s Learning Center (CLC)

Adrienne Anderson

We have an enrollment of 20, 15 of the 20 having special needs. There are 8 1 on 1s. .Night Glow raised over \$11,000. We have openings for August. Attendance is struggling due to family and or child health. A grant for \$8,126 was received from United Way for flooring. Working on getting ready for audit July 15th. July 30th is CLC community resource fair. Admin Assistant, PT/OT and peer models are needed.

Lake Area Industries (LAI)

Natalie Couch

June was a great month with extra DESE funds and the highest contract packaging. We have 58 employees with 51 of those being CCDDR clients. Woodland Scenics slowed down, Laker Tackle, Innovative Procurement – waiting on supplies but keeping busy. Working on sleds now. We have 18 orders open for BTI. Packaging is busy. Slowly working foam into workload. District T brought us 18 64-gallon shredding bins. LAI board dropped the mask mandate at work. Board and some employees will assist at Shoot Out. Mums will arrive after Labor Day.

MACDDS Updates

FRA passed. Governor vetoed line items for certain types of providers. A Governmental Affairs Committee meeting will be held July 26 to develop priorities for 2022.

Old Business for Discussion

- **Covid-19 Related Updates**

17.4% positivity rate currently. Camden county has 77 new cases over past 7 days. CCDDR will be doing virtual monitoring until August 31st with exceptions if there is an emergency and if client was not seen since April 1st. AFNC meeting was held yesterday (presentations was forwarded to employees and board). The Delta variant is very concerning.

New Business for Discussion

- None

CCDDR Reports

- **June 2021 Support Coordination Report**

There are 322 clients and 9 intakes. 87% Medicaid – above 99% of claims billed were paid. Spend-downs are not a factor now since they have been waived during the state of emergency.

Motion by Dr. McNamara, second Nancy Hayes, to approve the report as presented.

AYE: Betty Baxter, Paul DiBello, Kym Jones, Dr. McNamara,
Nancy Hayes, Elizabeth Perkins,

NO: None

June 2021 Employment Report

Numbers are staying consistent. Working on a new format, updating is based on survey responses.

Motion by Elizabeth Perkins, second Betty Baxter, to approve the report as presented.

AYE: Betty Baxter, Paul DiBello, Kym Jones, Dr. McNamara,
Nancy Hayes, Elizabeth Perkins,

NO: None

June 2021 Agency Economic Report

Below anticipated budget level, mainly due to pandemic. 2nd part of audit invoice recorded in 2021 instead of 2020 because the delay in audit completion. No concerns at this time.

Motion by Betty Baxter, second Elizabeth Perkins, to approve the report as presented.

AYE: Betty Baxter, Paul DiBello, Kym Jones, Dr. McNamara,
Nancy Hayes, Elizabeth Perkins,

NO: None

May 2021 Credit Card Statement

No Questions and a vote not necessary.

Discussion & Conclusion of Resolutions:

- **Resolution 2021-18: Approval of Amended COVID-19 Plan**

Attorneys reviewed to update COVID 19 plan according to CDC guidelines and best practices. Most questions had to do with fully vaccinated vs not fully vaccinated and closing the office to the public criteria.

- **Resolution 2021-19: Approval of Amended Policy 11**

Needed to match overlap with policy 14.

- **Resolution 2021-20: Approval of Amended Policy 14**

Needed to match overlap with policy 11.

- **Resolution 2021-21: Approval of Amended Policy 35**

Social Media Policy was reviewed by the attorneys and updated to reflect best practices.

Motion by Nancy Hayes, second Betty Baxter, to approve Resolutions 2021-18 thru 2021-21 as presented.

AYE: Betty Baxter, Paul DiBello, Kym Jones, Dr. McNamara,
Nancy Hayes, Elizabeth Perkins

NO: None

Board Education Presentation/Discussion: CCDDR Needs Assessment & Program Feasibility Studies

Ed shared processes with the board. The needs assessment and program feasibility studies need to be done every 5 years but last year was delayed due to focus on COVID. First questionnaires were sent out to SCs and are due in tomorrow. Questionnaires 2 and 3 will go out in the coming days. The focus for 2021 assessments is: Housing, Transportation, Employment, DSP/Provider needs, and other client needs.

Open Discussion:

None

Public Comment:

None

Adjournment:

Motion by Betty Baxter, second Elizabeth Perkins, to adjourn open session.

AYE: Betty Baxter, Paul DiBello, Kym Jones, Dr. McNamara,
Nancy Hayes, Elizabeth Perkins

NO: None

OSLCFDC Monthly Report

June Financial

Expenses Total: \$13,079

Quickbooks Accounting - \$ 35.00

Quickbooks Payroll - \$ 69.00 (\$45, plus \$4/employee for direct deposit)

Food - \$ 800.00

Total Payroll including tax - \$ 10,000.00

Taxes Paid May 2021 - \$ 1,900.00

Phone - \$ 75.00

Misc - \$ 200.00

Liabilities - \$632.23

April/May State Tax \$ 348.00

MO SUI \$ 148.95

Miscellaneous ck \$ 135.28

Income Total: \$13,600

Tuition/Deposit - \$8,500.00

Child Serv - \$ 700.00

Food Subsidy - \$1,900.00

CCDDR Subsidy - \$2,500.00

Income - \$ 13,600.00

Expense - \$ 13,400.00

Liabilities - \$ 632.23

\$ -423.23

CLC Monthly Report



***SB40/CCDDR Funding Request
for
July 2021***

Utilizing June 2021 Records

CHILDREN'S LEARNING CENTER
Statement of Activity
June 2021

	Steps	Ahead	TOTAL
Revenue			
40000 INCOME			0.00
41000 Contributions & Grants			0.00
41100 CACFP		1,216.92	1,216.92
41200 Camden County SB40		14,976.22	14,976.22
41500 Misc. Grant Revenue		130.00	130.00
Total 41000 Contributions & Grants	\$ 0.00	\$ 16,323.14	\$ 16,323.14
42000 Program Services			0.00
42100 First Steps			0.00
42130 Natural Environment Mileage	148.61		148.61
42150 Physical Therapy			0.00
Total 42150 Physical Therapy	\$ 969.00	\$ 0.00	\$ 969.00
42170 Speech/Language Therapy			0.00
Total 42170 Speech/Language Therapy	\$ 238.00	\$ 0.00	\$ 238.00
Total 42100 First Steps	\$ 1,355.61	\$ 0.00	\$ 1,355.61
Total 42000 Program Services	\$ 1,355.61	\$ 0.00	\$ 1,355.61
43000 Tuition			0.00
43100 Dining			0.00
43120 Lunch		160.00	160.00
43130 Snack		20.00	20.00
Total 43100 Dining	\$ 0.00	\$ 180.00	\$ 180.00
43200 Enrollment Fees		75.00	75.00
43500 Tuition		1,477.50	1,477.50
43505 Subsidy Tuition		929.06	929.06
Total 43500 Tuition	\$ 0.00	\$ 2,406.56	\$ 2,406.56
Total 43000 Tuition	\$ 0.00	\$ 2,661.56	\$ 2,661.56
45000 Other Revenue			0.00
45200 Fundraising Income			0.00
45220 Summer Night Glow 5K		6,672.78	6,672.78
Total 45200 Fundraising Income	\$ 0.00	\$ 6,672.78	\$ 6,672.78
45300 Donation Income			0.00
45310 Donations			0.00
45315 Bear Market		75.00	75.00
Total 45310 Donations	\$ 0.00	\$ 75.00	\$ 75.00
Total 45300 Donation Income	\$ 0.00	\$ 75.00	\$ 75.00
Total 45000 Other Revenue	\$ 0.00	\$ 6,747.78	\$ 6,747.78
Total 40000 INCOME	\$ 1,355.61	\$ 25,732.48	\$ 27,088.09
Total Revenue	\$ 1,355.61	\$ 25,732.48	\$ 27,088.09
Gross Profit	\$ 1,355.61	\$ 25,732.48	\$ 27,088.09
Expenditures			
50000 EXPENDITURES			0.00
51000 Payroll Expenditures			0.00
51100 Employee Salaries			0.00
Total 51100 Employee Salaries	\$ 0.00	\$ 22,737.53	\$ 22,737.53

51400 Employee Retirement			0.00	
Total 51400 Employee Retirement	\$	0.00	\$ 240.00	\$ 240.00
51500 Employee Taxes			0.00	
Total 51500 Employee Taxes	\$	0.00	\$ 1,832.64	\$ 1,832.64
Total 51000 Payroll Expenditures	\$	0.00	\$ 24,810.17	\$ 24,810.17
54000 Fundraising/Grants			0.00	
54200 Summer Night Glow 5K			2,982.61	2,982.61
Total 54000 Fundraising/Grants	\$	0.00	\$ 2,982.61	\$ 2,982.61
56000 Office Expenditures			60.24	60.24
56300 Office Supplies			6.60	6.60
Total 56000 Office Expenditures	\$	0.00	\$ 66.84	\$ 66.84
57000 Office/General Administrative Expenditures		68.00	48.00	116.00
57160 QuickBooks Payments Fees			50.00	50.00
57200 Bank Charges			9.95	9.95
Total 57000 Office/General Administrative Expenditures	\$	68.00	\$ 107.95	\$ 175.95
58000 Operating Supplies			0.00	
58200 Dining			401.36	401.36
58210 Birthday			11.14	11.14
Total 58200 Dining	\$	0.00	\$ 412.50	\$ 412.50
58400 Sanitizing			81.99	81.99
Total 58000 Operating Supplies	\$	0.00	\$ 494.49	\$ 494.49
59000 Program Service Fees			0.00	
59100 First Steps			0.00	
59150 Physical Therapy			0.00	
Total 59150 Physical Therapy	\$	85.00	\$ 0.00	\$ 85.00
59170 Speech/Language Therapy			0.00	
Total 59170 Speech/Language Therapy	\$	427.97	\$ 0.00	\$ 427.97
Total 59100 First Steps	\$	512.97	\$ 0.00	\$ 512.97
Total 59000 Program Service Fees	\$	512.97	\$ 0.00	\$ 512.97
63000 Utilities			0.00	
63200 Internet		18.00	71.99	89.99
63300 Telephone		19.99	79.97	99.96
Total 63000 Utilities	\$	37.99	\$ 151.96	\$ 189.95
Total 50000 EXPENDITURES	\$	618.96	\$ 28,614.02	\$ 29,232.98
Payroll Expenses			0.00	
Company Contributions			0.00	
Retirement			240.00	240.00
Total Company Contributions	\$	0.00	\$ 240.00	\$ 240.00
Total Payroll Expenses	\$	0.00	\$ 240.00	\$ 240.00
Total Expenditures	\$	618.96	\$ 28,854.02	\$ 29,472.98
Net Operating Revenue	\$	736.65	-\$ 3,121.54	-\$ 2,384.89
Net Revenue	\$	736.65	-\$ 3,121.54	-\$ 2,384.89

CHILDREN'S LEARNING CENTER
Statement of Activity
 January - June, 2021

	First Steps	Step Ahead	TOTAL
Revenue			
40000 INCOME		170.92	170.92
41000 Contributions & Grants			0.00
41100 CACFP		4,649.76	4,649.76
41200 Camden County SB40	1,409.88	94,704.66	96,114.54
41500 Misc. Grant Revenue		130.00	130.00
41501 Paycheck Protection Plan		50,200.00	50,200.00
Total 41500 Misc. Grant Revenue	\$ 0.00	\$ 50,330.00	\$ 50,330.00
Total 41000 Contributions & Grants	\$ 1,409.88	\$ 149,684.42	\$ 151,094.30
42000 Program Services			0.00
42100 First Steps			0.00
42130 Natural Environment Mileage	529.78		529.78
42150 Physical Therapy			0.00
Total 42150 Physical Therapy	\$ 4,012.00	\$ 0.00	\$ 4,012.00
42170 Speech/Language Therapy			0.00
Total 42170 Speech/Language Therapy	\$ 1,139.00	\$ 0.00	\$ 1,139.00
Total 42100 First Steps	\$ 5,680.78	\$ 0.00	\$ 5,680.78
Total 42000 Program Services	\$ 5,680.78	\$ 0.00	\$ 5,680.78
43000 Tuition			0.00
43100 Dining			0.00
43120 Lunch		850.00	850.00
43130 Snack		140.00	140.00
Total 43100 Dining	\$ 0.00	\$ 990.00	\$ 990.00
43200 Enrollment Fees		125.00	125.00
43500 Tuition		10,708.23	10,708.23
43505 Subsidy Tuition		5,477.09	5,477.09
Total 43500 Tuition	\$ 0.00	\$ 16,185.32	\$ 16,185.32
Total 43000 Tuition	\$ 0.00	\$ 17,300.32	\$ 17,300.32
45000 Other Revenue			0.00
45200 Fundraising Income			0.00
45220 Summer Night Glow 5K		10,965.09	10,965.09
45280 Pizza For A Purpose		5,833.84	5,833.84
45281 Pizza For A Purpose - Gun Raffle		120.00	120.00
Total 45280 Pizza For A Purpose	\$ 0.00	\$ 5,953.84	\$ 5,953.84
Total 45200 Fundraising Income	\$ 0.00	\$ 16,918.93	\$ 16,918.93
45300 Donation Income		175.00	175.00
45310 Donations		259.87	259.87
45311 CLC Scholarship Fund		1,000.00	1,000.00
45312 Community Rewards		396.42	396.42
45314 Kiwanis Club Of Ozarks		2,000.00	2,000.00
45315 Bear Market		450.00	450.00
45351 Community Foundation of the Lake		2,000.00	2,000.00
Total 45310 Donations	\$ 0.00	\$ 6,106.29	\$ 6,106.29
Total 45300 Donation Income	\$ 0.00	\$ 6,281.29	\$ 6,281.29
Total 45000 Other Revenue	\$ 0.00	\$ 23,200.22	\$ 23,200.22
Total 40000 INCOME	\$ 7,090.66	\$ 190,355.88	\$ 197,446.54
Uncategorized Revenue	119.00		119.00
Total Revenue	\$ 7,209.66	\$ 190,355.88	\$ 197,565.54
Gross Profit	\$ 7,209.66	\$ 190,355.88	\$ 197,565.54
Expenditures			0.00
50000 EXPENDITURES			0.00
51000 Payroll Expenditures			0.00
51100 Employee Salaries			0.00
Total 51100 Employee Salaries	\$ 0.00	\$ 120,733.14	\$ 120,733.14
51400 Employee Retirement			0.00
Total 51400 Employee Retirement	\$ 0.00	\$ 2,460.00	\$ 2,460.00
51500 Employee Taxes			0.00
Total 51500 Employee Taxes	\$ 0.00	\$ 9,958.09	\$ 9,958.09
51900 Workermans Comp Insurance		2,339.00	2,339.00
Total 51000 Payroll Expenditures	\$ 0.00	\$ 135,490.23	\$ 135,490.23
52000 Advertising/Promotional		110.85	110.85
53000 Equipment		132.84	132.84

54000 Fundraising/Grants			0.00
54200 Summer Night Glow 5K		4,699.07	4,699.07
54700 Pizza For A Purpose		176.98	176.98
54960 Claus For A Cause		12.95	12.95
54970 Scavenger Hunt		116.21	116.21
Total 54000 Fundraising/Grants	\$ 0.00	\$ 5,005.21	\$ 5,005.21
55000 Insurance			0.00
55200 Commercial General Liability		2,999.00	2,999.00
55500 Hired & Non-Owned Auto		52.00	52.00
55600 Professional Liability		533.00	533.00
Total 55000 Insurance	\$ 0.00	\$ 3,584.00	\$ 3,584.00
56000 Office Expenditures		126.66	126.66
56100 Copy Machine	368.37	1,473.46	1,841.83
56200 Miscellaneous		531.08	531.08
56300 Office Supplies		2,822.36	2,822.36
Total 56000 Office Expenditures	\$ 368.37	\$ 4,953.56	\$ 5,321.93
57000 Office/General Administrative Expenditures	68.00	109.62	177.62
57160 QuickBooks Payments Fees		973.17	973.17
57200 Bank Charges		19.90	19.90
57400 Child Management Software		175.00	175.00
57600 License/Accreditation/Permit Fees		1,666.75	1,666.75
57900 Seminars/Training		659.00	659.00
57960 Janitorial/Custodial		350.00	350.00
Total 57000 Office/General Administrative Expenditures	\$ 68.00	\$ 3,953.44	\$ 4,021.44
58000 Operating Supplies		15.48	15.48
58100 Classroom Consumables		401.09	401.09
58150 Center Consumables		39.40	39.40
58200 Dining		6,671.89	6,671.89
58210 Birthday		86.59	86.59
Total 58200 Dining	\$ 0.00	\$ 6,758.48	\$ 6,758.48
58400 Sanitizing		917.57	917.57
Total 58000 Operating Supplies	\$ 0.00	\$ 8,132.02	\$ 8,132.02
59000 Program Service Fees			0.00
59100 First Steps	11.00		11.00
59150 Physical Therapy			0.00
Total 59150 Physical Therapy	\$ 3,620.15	\$ 0.00	\$ 3,620.15
59170 Speech/Language Therapy			0.00
Total 59170 Speech/Language Therapy	\$ 1,715.60	\$ 0.00	\$ 1,715.60
Total 59100 First Steps	\$ 5,346.75	\$ 0.00	\$ 5,346.75
Total 59000 Program Service Fees	\$ 5,346.75	\$ 0.00	\$ 5,346.75
61000 Repair & Maintenance		433.15	433.15
62000 Safety & Security		753.24	753.24
63000 Utilities			0.00
63100 Electric	385.01	1,540.01	1,925.02
63200 Internet	101.40	405.54	506.94
63300 Telephone	126.54	517.42	643.96
63400 Trash Service		214.98	214.98
63500 Water Softener		144.00	144.00
Total 63000 Utilities	\$ 612.95	\$ 2,821.95	\$ 3,434.90
65000 Other Expenditures			0.00
65200 Credit Card Misc. Charges		5.95	5.95
Total 65000 Other Expenditures	\$ 0.00	\$ 5.95	\$ 5.95
Total 50000 EXPENDITURES	\$ 6,396.07	\$ 165,376.44	\$ 171,772.51
Payroll Expenses			0.00
Company Contributions			0.00
Retirement		1,140.00	1,140.00
Total Company Contributions	\$ 0.00	\$ 1,140.00	\$ 1,140.00
Total Payroll Expenses	\$ 0.00	\$ 1,140.00	\$ 1,140.00
Total Expenditures	\$ 6,396.07	\$ 166,516.44	\$ 172,912.51
Net Operating Revenue	\$ 813.59	\$ 23,839.44	\$ 24,653.03
Net Revenue	\$ 813.59	\$ 23,839.44	\$ 24,653.03

CHILDREN'S LEARNING CENTER
Statement of Cash Flows
June 2021

	First Steps	Step Ahead	Not Specified	TOTAL
OPERATING ACTIVITIES				
Net Revenue	736.65	-3,124.32		-2,387.67
Adjustments to reconcile Net Revenue to Net Cash provided by operations:				0.00
Accounts Receivable (A/R)			-605.00	-605.00
Accounts Payable (A/P)			-4,865.85	-4,865.85
21000 CBOLO MasterCard -8027			239.27	239.27
21200 Kroger-DS1634 CLC		-1,087.52	405.89	-681.63
22300 Payroll Liabilities:Federal Taxes (941/944)			0.00	0.00
22400 Payroll Liabilities:MO Income Tax			150.00	150.00
22500 Payroll Liabilities:MO Unemployment Tax			107.29	107.29
Direct Deposit Payable			0.00	0.00
Payroll Liabilities:Ascensus			480.00	480.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	\$ 0.00	-\$ 1,087.52	-\$ 4,088.40	-\$ 5,175.92
Net cash provided by operating activities	\$ 736.65	-\$ 4,211.84	-\$ 4,088.40	-\$ 7,563.59
Net cash increase for period	\$ 736.65	-\$ 4,211.84	-\$ 4,088.40	-\$ 7,563.59
Cash at beginning of period			45,280.08	45,280.08
Cash at end of period	\$ 736.65	-\$ 4,211.84	\$ 41,191.68	\$ 37,716.49

CHILDREN'S LEARNING CENTER
Statement of Cash Flows
January - June, 2021

	First Steps	Step Ahead	Not Specified	TOTAL
OPERATING ACTIVITIES				
Net Revenue	813.59	23,839.44	0.01	24,653.04
Adjustments to reconcile Net Revenue to Net Cash provided by operations:				0.00
Accounts Receivable (A/R)			-1,022.73	-1,022.73
Accounts Payable (A/P)			0.00	0.00
21000 CBOLO MasterCard -8027		-5,283.27	4,975.49	-307.78
21200 Kroger-DS1634 CLC		-7,643.57	7,194.76	-448.81
22300 Payroll Liabilities:Federal Taxes (941/944)			-1,894.43	-1,894.43
22400 Payroll Liabilities:MO Income Tax			-20.00	-20.00
22500 Payroll Liabilities:MO Unemployment Tax			176.94	176.94
Direct Deposit Payable			227.18	227.18
Payroll Liabilities:Ascensus			2,230.00	2,230.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	\$ 0.00	-\$ 12,926.84	\$ 11,867.21	-\$ 1,059.63
Net cash provided by operating activities	\$ 813.59	\$ 10,912.60	\$ 11,867.22	\$ 23,593.41
Net cash increase for period	\$ 813.59	\$ 10,912.60	\$ 11,867.22	\$ 23,593.41
Cash at beginning of period			14,123.08	14,123.08
Cash at end of period	\$ 813.59	\$ 10,912.60	\$ 25,990.30	\$ 37,716.49

CHILDREN'S LEARNING CENTER
Statement of Financial Position
As of June 30, 2021

	Jun 2021
ASSETS	
Current Assets	
Bank Accounts	
11000 CBOLO Checking	37,416.49
Total Bank Accounts	\$ 37,416.49
Accounts Receivable	
Accounts Receivable (A/R)	1,575.00
Total Accounts Receivable	\$ 1,575.00
Other Current Assets	
14000 Undeposited Funds	300.00
Cash Advance	700.00
Payroll Corrections	-464.47
Prepaid Expenses	7,971.74
Repayment	
Cash Advance Repayment	-1,000.00
Total Repayment	-\$ 1,000.00
Total Other Current Assets	\$ 7,507.27
Total Current Assets	\$ 46,498.76
TOTAL ASSETS	\$ 46,498.76
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$ 0.00
Credit Cards	
21000 CBOLO MasterCard -8027	643.27
21200 Kroger-DS1634 CLC	0.00
Total Credit Cards	\$ 643.27
Other Current Liabilities	
22000 Payroll Liabilities	
22100 Anthem	2,191.63
22200 Childcare Tuition	3,141.44
22300 Federal Taxes (941/944)	-8,242.58
22400 MO Income Tax	-2,780.48
22500 MO Unemployment Tax	-650.14
22600 Primevest Financial	448.19
Aflac	8,859.15
Alera	9,354.60
Ascensus	9,455.00
Health Care (United HealthCare)	776.25
US Department of Education	1,115.65
Total 22000 Payroll Liabilities	\$ 23,668.71
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$ 23,668.71
Total Current Liabilities	\$ 24,311.98
Total Liabilities	\$ 24,311.98
Equity	
30000 Opening Balance Equity	13,816.12
Retained Earnings	-16,282.38
Net Revenue	24,653.04
Total Equity	\$ 22,186.78
TOTAL LIABILITIES AND EQUITY	\$ 46,498.76

CHILDREN'S LEARNING CENTER
Accounts Receivable YTD by Class
January - June, 2021

	Date	Transacti on Type	Num	Departme nt	Class	Memo/Description	Split	Amount	Balance
Step Ahead									
	02/01/2021	Pledge	2182		Step Ahead	Tuition	Accounts Receivable (A/R)	330.00	330.00
	02/01/2021	Pledge	2182		Step Ahead	Dining	Accounts Receivable (A/R)	25.00	355.00
	02/01/2021	Pledge	2182		Step Ahead		Accounts Receivable (A/R)	5.00	360.00
	05/03/2021	Pledge	2206		Step Ahead	April Tuition	Accounts Receivable (A/R)	330.00	690.00
	05/03/2021	Pledge	2206		Step Ahead	April Snack Fee	Accounts Receivable (A/R)	5.00	695.00
	05/03/2021	Pledge	2206		Step Ahead	April Dining	Accounts Receivable (A/R)	25.00	720.00
	06/01/2021	Pledge	2213		Step Ahead	May Dining	Accounts Receivable (A/R)	30.00	750.00
	06/01/2021	Pledge	2216		Step Ahead	May Dining	Accounts Receivable (A/R)	5.00	755.00
	06/01/2021	Pledge	2213		Step Ahead	May Tuition	Accounts Receivable (A/R)	120.00	875.00
	06/01/2021	Pledge	2216		Step Ahead	May Tuition	Accounts Receivable (A/R)	315.00	1,190.00
	06/01/2021	Pledge	2216		Step Ahead	May Dining	Accounts Receivable (A/R)	25.00	1,215.00
	06/01/2021	Pledge	2212		Step Ahead	May Snack Fee	Accounts Receivable (A/R)	5.00	1,220.00
	06/01/2021	Pledge	2212		Step Ahead	May Dining Fee	Accounts Receivable (A/R)	25.00	1,245.00
	06/01/2021	Pledge	2212		Step Ahead	May Tuition	Accounts Receivable (A/R)	330.00	1,575.00
Total for Step Ahead								\$ 1,575.00	

CHILDREN'S LEARNING CENTER
AGENCY UPDATE/PROGRESS REPORT
June 2021

○ **CHILD COUNT/ATTENDANCE**

Step Ahead currently has 20 children enrolled
15 of the 20 with special needs or a developmental delay of some kind (9 one-on-ones- 8 full time 1 part time).

Some children are struggling with their attendance due to special health circumstances and a child had to cancel enrollment due to the price of travel to and from CLC.

○ **COMMUNITY EVENTS**

Attended:

LOZ Daybreak Rotary Meeting and Presentation
United Way Grant Presentation June 29th

Current / Upcoming:

Currently CLC has no openings for children, however had a lot of sickness the last week of June causing our attendance to be very low. We are hoping with the holiday that many of our students return feeling well.

July 30th CLC will be attending the Community Resource Fair put on by the local Head Start.

Mid-August we will have more enrollment opportunities and we are encouraging inquirers to be placed on our wait list and we will call them when a spot becomes available.

○ **GENERAL PROGRAM NEWS**

- Still looking for new providers (SLP, OT, PT, SI) to join our First Steps Agency.
- Our second draw loan from the PPP Plan was forgiven and paid in full by the SBA.
- CLC is looking for an Administrative Assistant that has experience with Quickbooks as well as child care education courses and experience in order to be counted in ratio per Accreditation so that they can cover for lunches and substitute in the classroom as needed. An ideal individual would be flexible and willing to help anywhere needed.

○ **FUNDRAISING/GRANTS**

- CLC's 13th annual Night Glow 5K raised approximately \$11,465.09.
- Accepted \$8,126 grant from the United Way for our Sensory Room flooring replacement. The flooring in our sensory room has been lifting up causing a trip hazard. The new flooring is more permanent, better quality, and thick rubber material that should last much longer than the interlocking tiles.

LAI Monthly Report



Monthly Financial Reports

Lake Area Industries, Inc.

JUNE 30, 2021

Lake Area Industries, Inc.
Balance Sheet
As of June 30, 2021

	6/30/2021	6/30/2020
ASSETS		
Current Assets		
Total Bank Accounts	612,912	475,155
Total Accounts Receivable	86,597	65,588
Other Current Assets		
Total Certificates of Deposit	382,050	102,775
Community Foundation of the Ozarks Agency Partner Account	1,028	1,024
GIFTED GARDEN CASH		
DRAWER CASH - GG	300	300
SAFE CASH - GG	200	200
Total GIFTED GARDEN CASH	500	500
INVENTORY		
RAW MATERIAL INVENTORY	9,523	7,945
Total INVENTORY	9,523	7,945
PETTY CASH	150	49
Total Other Current Assets	393,251	112,293
Total Current Assets	1,092,760	653,036
Fixed Assets		
ACCUMULATED DEPRECIATION	(759,523)	(760,895)
AUTO AND TRUCK	128,809	128,809
BUILDING	394,632	403,567
FURN & FIX ORIGINAL VALUE	19,284	19,284
GH RETAIL STORE	16,505	16,505
GREENHOUSE EQUIPMENT	2,870	2,870
LAND	33,324	33,324
LAND IMPROVEMENT	68,102	25,502
MACHINERY & EQUIPMENT	220,313	234,464
OFFICE EQUIPMENT	5,173	12,838
Sewer Equipment	19,354	19,354
SHREDDING EQUIPMENT	45,572	45,572
Total Fixed Assets	194,413	181,192
Other Assets		
CURRENT CAPITAL IMPROVEMENT	18,695	50,313
UTILITY DEPOSITS	554	554
Total Other Assets	19,249	50,867
TOTAL ASSETS	1,306,422	885,095
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	3,250	1,984
Total Accounts Payable	3,250	1,984

Total Credit Cards	1,469	1,315
Other Current Liabilities		
ACCRUED WAGES	7,360	0
AFLAC DEDUCTIONS PAYABLE	27	27
Gift Certificate Payable	69	25
Missouri Department of Revenue Payable	168	93
Payroll Protection Program Loan	0	107,900
Rock Sales @ 75%	0	191
SALES TAX PAYABLE	3,922	2
Trellis sales	110	40
United Way contributions payable	30	60
Total Other Current Liabilities	11,685	108,337
Total Current Liabilities	16,405	111,635
Total Liabilities	16,405	111,635
Equity		
Unrestricted Net Assets	949,103	653,811
Net Income	161,677	118,625
Total Equity	1,110,780	772,436
TOTAL LIABILITIES AND EQUITY	1,127,185	884,072

Lake Area Industries, Inc.
Profit and Loss

	June	YTD
Income		
CONTRACT PACKAGING	51,033	230,462
FOAM RECYCLING	105	530
GREENHOUSE SALES	772	54,195
SECURE DOCUMENT SHREDDING	2,543	23,949
Total Income	54,453	309,136
Cost of Goods Sold		
Cost of Goods Sold	3,745	15,914
GG PLANTS & SUPPLIES		29,723
SHIPPING AND DELIVERY	6	4,021
Textile Purchases		308
WAGES - TEMPORARY WORKERS	4,682	29,032
WAGES-EMPLOYEES	29,808	156,170
Total Cost of Goods Sold	38,241	235,169
Gross Profit	16,212	73,968
Expenses		
ACCTG. & AUDIT FEES		9,300
ALL OTHER EXPENSES	474	5,608
Bus Fare	426	1,259
CASH OVER/SHORT	(3)	(55)
EQUIP. PURCHASES & MAINTENANCE	2,489	19,546
INSURANCE	1,704	9,993
NON MANUFACTURING SUPPLIES	160	1,054
PAYROLL	16,905	97,505
PAYROLL EXP & BENEFITS	8,979	51,223
PROFESSIONAL SERVICES	1,746	9,674
SALES TAX		11
UTILITIES	1,458	9,927
Total Expenses	34,338	215,047
Net Operating Income	(18,126)	(141,079)
Other Income		
INTEREST INCOME	471	1,496
MISCELLANEOUS INCOME	5	11
OTHER CONTRIBUTIONS		13,132
SB-40 REVENUE	19,221	109,844
STATE AID	33,874	178,273
Total Other Income	53,570	302,756
Other Expenses		
ALLOCATION NON OPERATING EXPENSES	0	0
Total Other Expenses	0	0
Net Other Income	53,570	302,756
Net Income	35,444	161,677

Lake Area Industries, Inc.
Budget vs. Actuals

	Jun 2021			YTD		
	Actual	Budget	over Budget	Actual	Budget	over Budget
Income						
CONTRACT PACKAGING	51,033	32,120	18,913	230,462	182,500	47,962
FOAM RECYCLING	105	500	(395)	530	3,000	(2,470)
GREENHOUSE SALES	772	5,500	(4,728)	54,195	52,250	1,945
SECURE DOCUMENT SHREDDING	2,543	3,333	(790)	23,949	20,000	3,949
Total Income	54,453	41,453	13,000	309,136	257,750	51,386
Cost of Goods Sold						
Cost of Goods Sold	3,745	3,250	495	15,914	19,500	(3,586)
GG PLANTS & SUPPLIES		0	0	29,723	30,589	(866)
SHIPPING AND DELIVERY	6	0	6	4,021	2,208	1,813
Textile Purchases			0	308	0	308
WAGES - TEMPORARY WORKERS	4,682	2,250	2,432	29,032	13,500	15,532
WAGES-EMPLOYEES	29,808	27,961	1,847	156,170	161,793	(5,623)
Total Cost of Goods Sold	38,241	33,461	4,780	235,169	227,590	7,578
Gross Profit	16,212	7,992	8,220	73,968	30,160	43,808
Expenses						
ACCTG. & AUDIT FEES		0	0	9,300	9,500	(200)
ALL OTHER EXPENSES	474	1,169	(695)	5,608	8,745	(3,137)
Bus Fare	426	196	230	1,259	1,175	84
CASH OVER/SHORT	(3)		(3)	(55)	0	(55)
EQUIP. PURCHASES & MAINTENANCE	2,489	4,156	(1,667)	19,546	25,229	(5,683)
INSURANCE	1,704	1,945	(241)	9,993	11,670	(1,677)
NON MANUFACTURING SUPPLIES	160	83	77	1,054	500	554
PAYROLL	16,905	17,874	(969)	97,505	108,175	(10,670)
PAYROLL EXP & BENEFITS	8,979	7,834	1,145	51,223	47,006	4,217
PROFESSIONAL SERVICES	1,746	1,474	272	9,674	8,843	832
SALES TAX			0	11	0	11
UTILITIES	1,458	1,195	262	9,927	9,464	462
Total Expenses	34,338	35,927	(1,589)	215,047	230,308	(15,261)
Net Operating Income	(18,126)	(27,934)	9,808	(141,079)	(200,148)	59,069
Other Income						
INTEREST INCOME	471	267	204	1,496	1,600	(104)
MISCELLANEOUS INCOME	5		5	11	0	11
OTHER CONTRIBUTIONS			0	13,132	0	13,132
SB-40 REVENUE	19,221	18,457	764	109,844	107,071	2,773
STATE AID	33,874	19,825	14,049	178,273	113,178	65,096
Total Other Income	53,570	38,549	15,022	302,756	221,849	80,907
Other Expenses						
ALLOCATION NON OPERATING EXPENSES	0		0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Net Other Income	53,570	38,549	15,022	302,756	221,849	80,907
Net Income	35,444	10,614	24,830	161,677	21,701	139,976

Lake Area Industries, Inc.
Statement of Cash Flows
YTD

	Total
OPERATING ACTIVITIES	
Net Income	161,677
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	(6,752)
Certificate of Deposit 12 mo mat 1/7/21- 1.35%	(127)
Certificate of Deposit 12 mo mat 10/22/20- .65%	(83)
Certificate of Deposit 12 mo mat 3/18/22- .75%	(100,189)
Certificate of Deposit 12 mo mat 3/27/21- .65%	(84)
Certificate of Deposit 12 mo mat 6/27/21- .65%	(83)
INVENTORY:GG PLANT & SUPPLIES INVEN	0
INVENTORY:RAW MATERIAL INVENTORY	(3,370)
Accounts Payable	(2,412)
CBOLO CC - 5044 Natalie	(5,240)
CBOLO CC - 9051 Lillie	(284)
Sam's Club Mastercard- 2148	52
AFLAC DEDUCTIONS PAYABLE	(0)
Gift Certificate Payable	44
Missouri Department of Revenue Payable	76
SALES TAX PAYABLE	3,810
Trellis sales	70
United Way contributions payable	(150)
Wreaths payable	0
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(114,721)
Net cash provided by operating activities	46,956
INVESTING ACTIVITIES	
CURRENT CAPITAL IMPROVEMENT	(18,695)
Net cash provided by investing activities	(18,695)
Net cash increase for period	28,261
Cash at beginning of period	584,652
Cash at end of period	612,912

Lake Area Industries, Inc.
Statement of Cash Flows
June 2021

	Total
OPERATING ACTIVITIES	
Net Income	35,444
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	(9,829)
Certificate of Deposit 12 mo mat 3/18/22- .75%	(189)
Certificate of Deposit 12 mo mat 3/27/21- .65%	(42)
Certificate of Deposit 12 mo mat 6/27/21- .65%	(42)
INVENTORY:RAW MATERIAL INVENTORY	(1,475)
Accounts Payable	(1,191)
CBOLO CC - 5044 Natalie	36
CBOLO CC - 9051 Lillie	(171)
Sam's Club Mastercard- 2148	74
AFLAC DEDUCTIONS PAYABLE	(0)
Gift Certificate Payable	(16)
SALES TAX PAYABLE	56
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(12,791)
Net cash provided by operating activities	22,653
Net cash increase for period	22,653
Cash at beginning of period	590,260
Cash at end of period	612,912

Lake Area Industries, Inc.						
A/R Aging Summary						
As of June 30, 2021						
	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$ 78,023	\$ 6,328	\$ 145	\$ 998	\$ 47	\$ 85,541

Lake Area Industries, Inc.						
A/P Aging Summary						
As of June 30, 2021						
	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$ 1,457	\$ 1,840	\$ 0	-\$ 47	\$ 0	\$ 3,250

2021 YTD Agency Performance Summary

Description	1st Qtr 2021	2nd Qtr 2021	YTD	Agency Goal
Monthly Reports Completed on Time	95%	99%	97%	95%
Quarterly Reports Completed on Time	92%	90%	91%	95%
New Clients Contacted by Their SC within 5 Business Days of Eligibility Determination	100%	50%	67%	100%
New Clients' ISP Meeting is Held within 30 Days of Eligibility Determination	100%	50%	67%	100%
ISPs Sent to RSRO 21 Days Prior to Implementation	54%	53%	54%	95%
Annual ISP Completed by Effective Date	69%	72%	71%	95%
ISPs Submitted Through QA Process Passed	62%	62%	62%	70%
Agency Average SC Billable Time vs. Time Worked	83%	79%	81%	80%
CCDDR will Review Policies, Plans, Manuals, etc. Annually	25%	68%	68%	50%
Response Rates for Client/Guardian Satisfaction Surveys	31%	30%	30%	30%
My SC Made a Difference in My Life	82%	69%	75%	80%
I Received Information About Exploitation, Personal Protection, and Risk Reduction	91%	88%	90%	100%
My SC was Available When Needed	82%	88%	85%	90%
My SC Saw Me Frequently Enough	82%	81%	81%	90%
I am Satisfied with Services Provided by My SC & CCDDR Staff	82%	85%	83%	90%
I Contributed to the Development of My ISP	91%	88%	90%	100%

**2021 Feasibility &
Needs Assessment – SC
Surveys of Adults not
Living in ISLs, Group
Homes, or Shared
Living**

Services Analysis

Medicaid Eligibility

Medicaid Eligible	131	85%
Not Medicaid Eligible	23	15%
Total Clients	154	100%

Service Eligibility

SC Only	87	56%
PFH	28	18%
Community	31	20%
Comprehensive	8	5%
Total Clients	154	100%

Additional Services/Supports Needed

Currently Needs	77	50%
Does Not Currently Need	77	50%
Total Clients	154	100%

Reasons Not Receiving Additional Services/Supports

Refuses	35	40%
DSP Shortage	7	8%
Not Offered in Area	15	17%
Needs a Waiver	9	10%
Lack of Funding	20	23%
Client Inconsistently Participates	1	1%
Conflicts With Work Schedule	1	1%
Unknown	0	0%
Total Reasons	88	100%

Number of Reasons Not Receiving Additional Services/Supports

More Than One Reason	11	14%
Only One Reason	66	86%
Total Clients	77	100%

Employment Analysis

Clients Working & Not Working

Sheltered Workshop	35	23%
Competitive Integrated Employment	33	21%
Not Working	86	56%
Total Clients	154	100%

Reason Not Working

Choice	45	52%
College	4	5%
High School	1	1%
Receiving RS Blind Services	1	1%
Insufficient Transportation	1	1%
Unable or Retired	27	31%
Receiving VR Services	7	8%
Total Clients	86	100%

Employment by Medicaid Eligibility

	Sheltered Workshop		CIE*	
Medicaid Eligible	31	89%	21	64%
Not Medicaid Eligible	4	11%	12	36%
Total Clients	35	100%	33	100%

Employment by Service Type

	Sheltered Workshop		CIE*	
SC Only	21	60%	24	73%
PFH	5	14%	5	15%
Community	8	23%	3	9%
Comprehensive	1	3%	1	3%
Total Clients	35	100%	33	100%

* **Competitive Integrated Employment**

Transportation Analysis

Overall Transportation Utilization

OATS	45	20%
Private	114	50%
IDD Service Provider	39	17%
Drives	28	12%
No Access to Any Transportation	1	0%
Total Utilization	227	100%

Number of Transportation Modes Utilized

Uses More than One Mode of Transportation	65	29%
Uses Only One Mode of Transportation	89	58%
Total Clients	154	86%

Transportation to Competitive Integrated Employment

OATS Only	2	6%
OATS & Private	4	12%
OATS, Private, and IDD Provider	2	6%
Private Only	9	27%
Private and IDD Provider	2	6%
Drives Only	11	33%
Drives and Private	2	6%
Drives and IDD Provider	1	3%
Total Clients	33	100%

Transportation to Sheltered Workshop Employment

OATS Only	11	31%
OATS & Private	14	40%
OATS, Private, and IDD Provider	5	14%
Private Only	1	3%
Private and IDD Provider	1	3%
Drives Only	3	9%
Total Clients	35	100%

Transportation Utilized by Those Not Working

OATS Only	1	1%
OATS & Private	5	6%
OATS, Private, and Drives	1	1%
Private Only	40	47%
Private and Drives	2	2%
Private and IDD Provider	26	30%
IDD Provider Only	2	2%
Drives Only	8	9%
No Access to Transportation	1	1%
Total Clients	86	100%

Housing Analysis

Current Housing

Lives in a House	84	55%
Lives in an Apartment	32	21%
Lives in a Mobile Home	17	11%
Lives in a Duplex/Triplex/Fourplex	14	9%
Lives in a Room	1	1%
Lives in a Camper	1	1%
Homeless	3	2%
Is in Jail	2	1%
Total Clients	154	100%

Housing Conditions

Not Adequate/Substandard	14	9%
Adequate/Sufficient	140	91%
Total Clients	154	100%

Renter Averages and Means on Responses Received

	Average	County Avg/FMR (2 BR)	Median	County Median
Household Income	\$3,492	\$5,986	\$3,000	\$4,457
Client Only Income	\$984	\$2,356	\$814	\$1,984
Monthly Rent	\$486	\$726	\$422	\$754
Max Rent/Individual	\$295		\$244	

Housing Status

Live in Home Owned by Client or Family	84	55%
Live in a Rental	61	40%
Live in a RCF	1	1%
Live in Temporary Housing	5	3%
Homeless	3	2%
Unknown	0	0%
Total Clients	154	100%

Housing Status and Employment Status

	SW		CIE*		Not Working	
Live in Home Owned by Client or Family	22	63%	12	36%	50	58%
Live in a Rental	13	37%	19	58%	29	34%
Live in a RCF	0	0%	0	0%	1	1%
Live in Temporary Housing	0	0%	2	6%	3	3%
Homeless	0	0%	0	0%	3	3%
Unknown	0	0%	0	0%	0	0%
Total Clients	35	100%	33	100%	86	100%

Housing Status and Medicaid Status

	Medicaid Eligible		Not Medicaid Eligible	
	Count	Percentage	Count	Percentage
Live in Home Owned by Client or Family	74	56%	10	43%
Live in a Rental	51	39%	10	43%
Live in a RCF	1	1%	0	0%
Live in Temporary Housing	3	2%	2	9%
Homeless	2	2%	1	4%
Unknown	0	0%	0	0%
Total Clients	131	100%	23	100%

Housing Status and Waiver Status

	No Waiver		Partnership for Hope		Community		Comprehensive	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
Live in Home Owned by Client or Family	48	55%	14	50%	19	61%	3	38%
Live in a Rental	31	36%	13	46%	12	39%	5	63%
Live in a RCF	1	1%	0	0%	0	0%	0	0%
Live in Temporary Housing	5	6%	0	0%	0	0%	0	0%
Homeless	2	2%	1	4%	0	0%	0	0%
Unknown	0	0%	0	0%	0	0%	0	0%
Total Clients	87	100%	28	100%	31	100%	8	100%

Housing Status and Transportation Utilization

	OATS		Private		IDD Provider		Drives		No Access		Utilizes More Than 1	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
Live in Home Owned by Client or Family	23	51%	70	61%	23	59%	10	36%	0	0%	39	60%
Live in a Rental	21	47%	37	32%	15	38%	16	57%	0	0%	24	37%
Live in a RCF	0	0%	0	0%	0	0%	0	0%	1	100%	0	0%
Live in Temporary Housing	0	0%	4	4%	1	3%	1	4%	0	0%	1	2%
Homeless	1	2%	3	3%	0	0%	1	4%	0	0%	1	2%
Unknown	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Total Clients	45	100%	114	100%	39	100%	28	100%	1	100%	65	100%

Independent Living and Current Waiver Status

	No Waiver		Partnership for Hope		Community		Comprehensive		Totals	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
No Supports	16	18%	1	4%	2	6%	0	0%	19	12%
Minimal Supports	39	45%	9	32%	3	10%	1	13%	52	34%
Must Have Supports	32	37%	18	64%	26	84%	7	88%	83	54%
Total Clients	87	100%	28	100%	31	100%	8	100%	154	100%

Housing Status and Independent Living

	No Supports		Minimal Supports		Must Have Supports	
	Count	Percentage	Count	Percentage	Count	Percentage
Live in Home Owned by Client or Family	9	47%	19	37%	56	67%
Live in a Rental	10	53%	28	54%	23	28%
Live in a RCF	0	0%	0	0%	1	1%
Live in Temporary Housing	0	0%	3	6%	2	2%
Homeless	0	0%	2	4%	1	1%
Unknown	0	0%	0	0%	0	0%
Total Clients	19	100%	52	100%	83	100%

* **Competitive Integrated Employment**

Support Coordination Report

July 2021

Client Caseloads

- Number of Caseloads as of July 31st, 2021: 321
- Budgeted Number of Caseloads: 330
- Pending Number of New Intakes: 10
- Medicaid Eligibility: 87.23%

Caseload Counts

Cynthia Brown – 36
Elizabeth Chambers - 32
Stephanie Enoch – 28
Teri Guttman - 28
Micah Joseph – 37
Jennifer Lyon – 33
Christina Mitchell - 36
Mary Petersen – 35
Shelah Sinner – 25
Patricia Strouse - 31

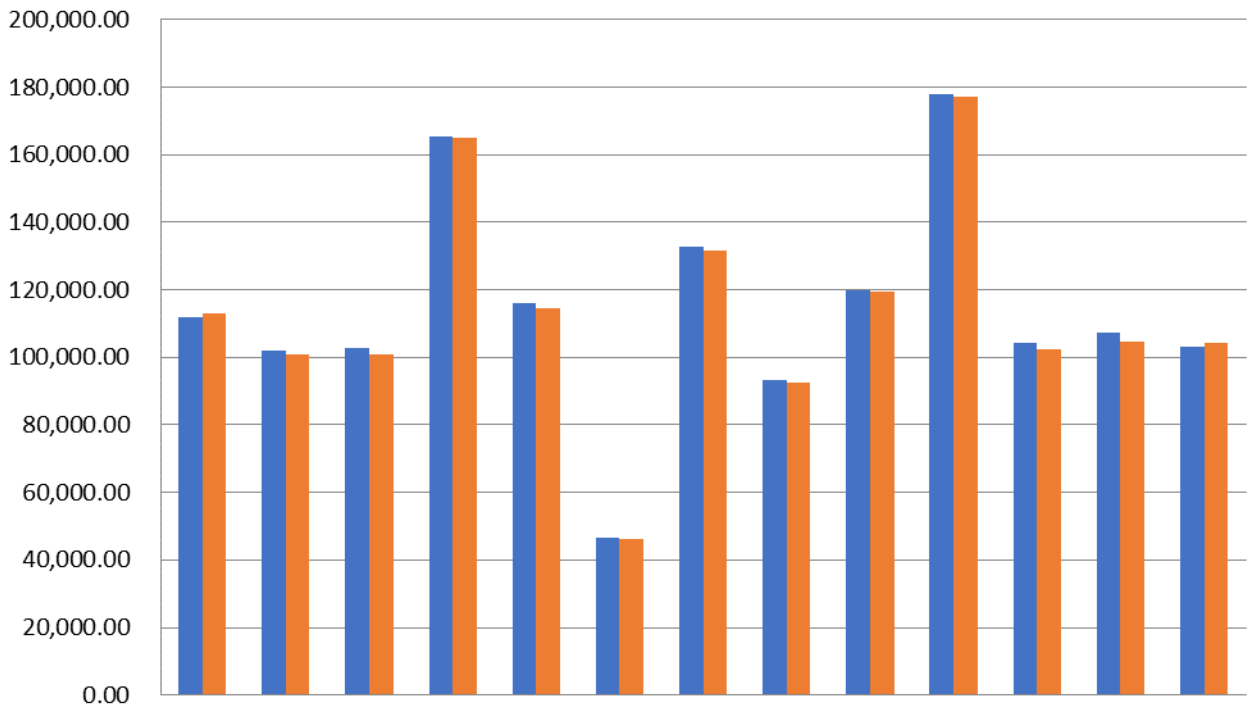
The Employment Report is
Being Reconfigured and
Reformatted – Anticipated
Completion is Expected by
October 2021

Agency Economic
Report
(Unaudited)

July 2021

Medicaid Targeted Case Management Income

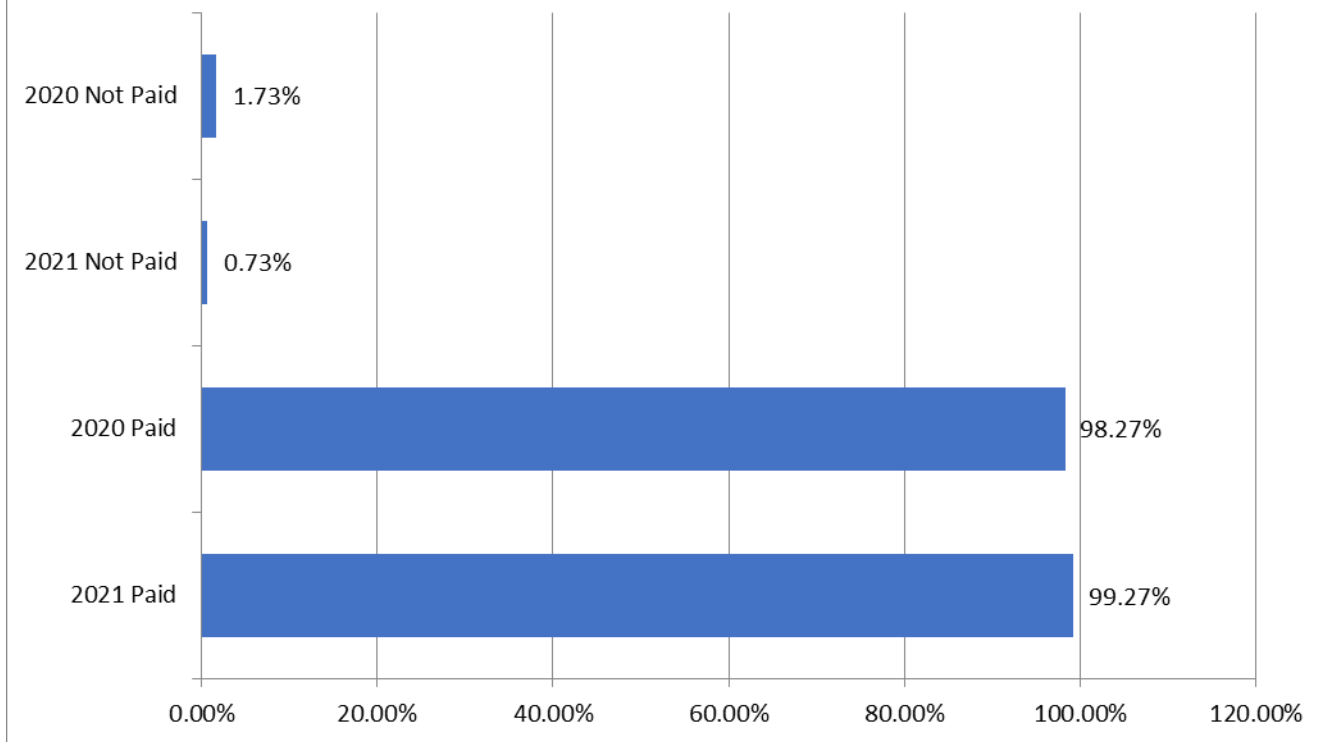
TCM Billed vs TCM Payment Received



Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 Jan-21 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul-21

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
Total Payable Billed	111,732.48	102,098.88	102,591.36	165,464.64	116,061.12	46,707.84	132,589.44	93,363.84	119,681.28	177,776.64	104,207.04	107,187.84	103,187.52
Total Payment Received	113,140.80	101,010.24	100,846.08	165,119.04	114,618.24	46,111.68	131,630.40	92,473.92	119,318.40	177,223.68	102,504.96	104,621.76	104,068.80

2021 vs 2020 Percentage Comparison Medicaid Billed vs Medicaid Paid



Budget vs. Actuals: FY 2021 Budget - FY21 P&L Departments

July 2021

	SB 40 Tax			Services		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	6,858	6,586	272			0
4500 Services Income			0	116,900	117,970	(1,070)
Total Income	6,858	6,586	272	116,900	117,970	(1,070)
Gross Profit	6,858	6,586	272	116,900	117,970	(1,070)
Expenses						
5000 Payroll & Benefits			0	91,543	101,432	(9,889)
5100 Repairs & Maintenance			0	244	900	(656)
5500 Contracted Business Services			0	6,229	7,743	(1,514)
5600 Presentations/Public Meetings			0		147	(147)
5700 Office Expenses			0	2,954	4,445	(1,491)
5800 Other General & Administrative			0	4,150	6,020	(1,870)
5900 Utilities			0	908	900	8
6100 Insurance			0	1,587	1,900	(313)
6700 Partnership for Hope	2,355	4,110	(1,755)			0
6900 Direct Services	12,355	7,270	5,085			0
7100 Housing Programs	5,378	6,067	(689)			0
7200 Children's Programs	27,788	20,050	7,738			0
7300 Sheltered Employment Programs	19,221	25,650	(6,429)			0
7500 Community Employment Programs		50	(50)			0
7600 Community Resources		7,735	(7,735)			0
7900 Special/Additional Needs	15	1,434	(1,419)			0
Total Expenses	67,112	72,366	(5,254)	107,615	123,487	(15,872)
Net Operating Income	(60,254)	(65,780)	5,526	9,285	(5,517)	14,802
Other Expenses						
8500 Depreciation			0	4,411	3,475	936
Total Other Expenses	0	0	0	4,411	3,475	936
Net Other Income	0	0	0	(4,411)	(3,475)	(936)
Net Income	(60,254)	(65,780)	5,526	4,874	(8,992)	13,866

Budget Variance Report

Total Income: In July, SB 40 Tax Revenues were slightly higher than projected, and Services Program income was slightly lower than projected.

Total Expenses: In July, overall SB 40 Tax program expenses were lower than budgeted expectations. Children's Programs were higher than budgeted because services provided at CLC and OSCLCFDC were higher than anticipated, and Direct Services offsets from restricted funds were not needed to meet the overall YTD SB 40 Tax program expense objective. It should be noted the OATS transportation invoices (codes 7300 & 7600) had not been received and/or recorded at the time the financial reports were generated. Services Program expenses are lower than budgeted in all categories except Utilities because OATS Keystone facility utility reimbursements had not been received by month-end. Depreciation is also higher than budgeted due to adjustments made to the depreciation schedule based on the 2019 audit report. Please note there are additional Services expenses/invoices that were not received/recorded at the time the financial reports were generated.

Budget vs. Actuals: FY 2021 Budget - FY21 P&L Departments

January - July, 2021

	SB 40 Tax			Services		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	999,410	970,808	28,602			0
4500 Services Income			0	957,910	881,231	76,679
Total Income	999,410	970,808	28,602	957,910	881,231	76,679
Gross Profit	999,410	970,808	28,602	957,910	881,231	76,679
Expenses						
5000 Payroll & Benefits			0	736,934	752,726	(15,792)
5100 Repairs & Maintenance			0	3,605	6,300	(2,695)
5500 Contracted Business Services			0	50,401	51,697	(1,296)
5600 Presentations/Public Meetings			0	811	1,029	(218)
5700 Office Expenses			0	24,196	31,115	(6,919)
5800 Other General & Administrative			0	24,521	24,167	354
5900 Utilities			0	5,595	6,300	(705)
6100 Insurance			0	11,109	13,300	(2,191)
6700 Partnership for Hope	19,959	28,770	(8,811)			0
6900 Direct Services	122,146	147,589	(25,443)			0
7100 Housing Programs	39,396	42,469	(3,073)			0
7200 Children's Programs	136,133	140,350	(4,217)			0
7300 Sheltered Employment Programs	146,895	179,550	(32,655)			0
7500 Community Employment Programs	61	350	(289)			0
7600 Community Resources	22,736	54,145	(31,409)			0
7900 Special/Additional Needs	3,804	30,773	(26,969)			0
Total Expenses	491,130	623,996	(132,866)	857,173	886,634	(29,461)
Net Operating Income	508,280	346,812	161,468	100,738	(5,403)	106,141
Other Expenses						
8500 Depreciation			0	31,961	24,325	7,636
Total Other Expenses	0	0	0	31,961	24,325	7,636
Net Other Income	0	0	0	(31,961)	(24,325)	(7,636)
Net Income	508,280	346,812	161,468	68,777	(29,728)	98,505

Budget Variance Report

Total Income: As of July, YTD SB 40 Tax revenues were higher than projected, and Services Program income was higher than budgeted. CCDDR had budgeted for 27 billing periods in 2020; however, the 27th billing period was not utilized/billed because income was higher than originally projected for the previous 26 periods; therefore, there is an extra billing period for January, which was not budgeted. Also, overall TCM billings and collections have been higher than projected.

Total Expenses: As of July, YTD SB 40 Tax program expenses were lower than budgeted expectations. It should be noted the OATS transportation invoices (codes 7300 & 7600) for June and July had not been received and/or recorded at the time the financial reports were generated. DMH/DDD has determined TCM allocation invoices (code 6900) will not be sent out to agencies who have exceeded the TCM contract allocation formula (\$80,347 was budgeted). Please also note Special/Additional Needs Expenses are lower because Medicaid Spend-down payments are still being waived during the extended COVID-19 emergency. Overall Services Program expenses are lower than budgeted expectations. YTD Other General & Administrative is slightly higher than budgeted because CCDDR paid to be a member of the Missouri Association of Rehabilitation Facilities (MARF), which was not originally budgeted. Depreciation is higher than budgeted due to adjustments made to the depreciation schedule based on the 2019 audit report. Please note there are additional Services expenses/invoices that were not received/recorded at the time the financial reports were generated.

Balance Sheet

As of July 31, 2021

	SB 40 Tax	Services
ASSETS		
Current Assets		
Bank Accounts		
1000 Bank Accounts		
1005 SB 40 Tax Bank Accounts		
1010 SB 40 Tax Account (County Tax Funds) - First Nat'l Bank	0	0
1015 SB 40 Tax Reserve Account (County Tax Funds) - Central Bank	229	
1020 SB 40 Tax Certificate of Deposit	0	
1025 SB 40 Tax - Bank of Sullivan	1,160,482	0
1030 SB 40 Tax Reserve - Bank of Sullivan	0	
Total 1005 SB 40 Tax Bank Accounts	1,160,711	0
1050 Services Bank Accounts		
1055 Services Account - Oak Star Bank (Formerly 1st Nat'l Bank)	0	0
1060 Services Certificate of Deposit		0
1075 Services Account - Bank of Sullivan		346,503
Total 1050 Services Bank Accounts	0	346,503
Total 1000 Bank Accounts	1,160,711	346,503
Total Bank Accounts		
	1,160,711	346,503
Accounts Receivable		
1200 Services		
1210 Medicaid Direct Service		52,782
1215 Non-Medicaid Direct Service		5,780
1220 Ancillary Services		6,575
Total 1200 Services	0	65,137
1300 Property Taxes		
1310 Property Tax Receivable	1,054,744	
1315 Allowance for Doubtful Accounts	(19,183)	
Total 1300 Property Taxes	1,035,561	0
Total Accounts Receivable	1,035,561	65,137
Other Current Assets		
1389 BANK ERROR Claim Confirmations (A/R)	0	0
1399 TCM Remittance Advices (In-Transit Payments)	0	0
1400 Other Current Assets		
1410 Other Deposits	0	
1430 Deferred Outflows Related to Pensions		73,039
1435 Net Pension Asset (Liability)		(28,174)
Total 1400 Other Current Assets	0	44,865
1450 Prepaid Expenses		0
1455 Prepaid-Insurance	0	18,452
Total 1450 Prepaid Expenses	0	18,452
Total Other Current Assets	0	63,317
Total Current Assets	2,196,272	474,957
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		(173,482)
1526 Accumulated Depreciation - Keystone		(31,356)
1530 100 Third Street Remodeling		164,157
1531 Keystone Remodeling		130,471
1532 Osage Beach Office Remodeling (Leased Space)		4,225
1535 Acc Dep - Remodeling - 100 Third Street		(73,414)
1536 Acc Dep - Remodeling - Keystone		(14,458)
1537 Acc Dep - Remodeling - Osage Beach Office		(4,474)
1540 Equipment		123,894
1545 Accumulated Depreciation - Equipment		(58,828)
1550 Vehicles		6,740
1555 Accumulated Depreciation - Vehicles		(6,740)
Total 1500 Fixed Assets	0	722,724
Total Fixed Assets	0	722,724
TOTAL ASSETS	2,196,272	1,197,681
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
1900 Accounts Payable	0	2,640
Total Accounts Payable	0	2,640
Other Current Liabilities		
2000 Current Liabilities		
2005 Accrued Accounts Payable	0	0
2006 DMH Payable	0	
2007 Non-Medicaid Payable	5,780	
2008 Ancillary Services Payable	6,575	
2010 Accrued Payroll Expense	0	0
2015 Accrued Compensated Absences	0	(2,157)
2025 Prepaid Services	0	
2030 Deposits	0	0
2050 Prepaid Tax Revenue	0	
2055 Deferred Inflows - Property Taxes	983,954	
2060 Payroll Tax Payable		0
2061 Federal W / H Tax Payable	0	0
2062 Social Security Tax Payable	0	317
2063 Medicare Tax Payable	0	0
2064 MO State W / H Tax Payable	0	2,076
2065 FFCRA Federal W/H Tax Credit		14
2066 FFCRA Health Insurance Credit		0
Total 2060 Payroll Tax Payable	0	2,407
2070 Payroll Clearing		
2071 AFLAC Pre-tax W / H	0	1,094
2072 AFLAC Post-tax W / H	0	142
2073 Vision Insurance W / H	0	5
2074 Health Insurance W / H	0	30
2075 Dental Insurance W / H	0	(393)
2076 Savings W / H		0
2078 Misc W / H		0
2079 Other W / H		0
Total 2070 Payroll Clearing	0	877

2090 Deferred Inflows		9,065
2091 Computer Lease Liability		68,771
2092 Current Portion of Lease Payable		10,116
2093 Less Current Portion of Lease Payable		(10,116)
Total 2000 Current Liabilities	996,309	78,963
Total Other Current Liabilities	996,309	78,963
Total Current Liabilities	996,309	81,602
Total Liabilities	996,309	81,602
Equity		
3000 Restricted SB 40 Tax Fund Balances		
3001 Operational	0	
3005 Operational Reserves	250,000	
3010 Transportation	20,000	
3015 New Programs	0	
3030 Special Needs	42,000	
3035 Childrens Programs	42,000	
3040 Sheltered Workshop	131,606	
3045 Traditional Medicaid Match	0	
3050 Partnership for Hope Match	0	
3055 Building/Remodeling/Expansion	0	
3065 Legal	0	
3070 TCM	163,974	
3075 Community Resource	0	
Total 3000 Restricted SB 40 Tax Fund Balances	649,580	0
3500 Restricted Services Fund Balances		
3501 Operational		62,974
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		70,574
3560 Sponsorships		0
3565 Legal		0
3575 Community Resources		0
3599 Other		722,724
Total 3500 Restricted Services Fund Balances	0	1,056,271
3900 Unrestricted Fund Balances	25,991	(22,492)
3950 Prior Period Adjustment	0	0
3999 Clearing Account	30,410	(775)
Net Income	508,280	68,777
Total Equity	1,214,261	1,101,781
TOTAL LIABILITIES AND EQUITY	2,210,570	1,183,383

Statement of Cash Flows

July 2021

	SB 40 Tax	Services
OPERATING ACTIVITIES		
Net Income	(60,254)	4,874
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Services:Medicaid Direct Service		51,840
1215 Services:Non-Medicaid Direct Service		28,763
1220 Services:Ancillary Services		0
1455 Prepaid Expenses:Prepaid-Insurance		2,651
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		898
1526 Fixed Assets:Accumulated Depreciation - Keystone		366
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		723
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		471
1537 Fixed Assets:Acc Dep - Remodeling - Osage Beach Office		249
1545 Fixed Assets:Accumulated Depreciation - Equipment		1,704
1900 Accounts Payable	(10,103)	(19,884)
2007 Current Liabilities:Non-Medicaid Payable	(28,763)	
2008 Current Liabilities:Ancillary Services Payable	0	
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		2,113
2071 Current Liabilities:Payroll Clearing:AFLAC Pre-tax W / H		625
2072 Current Liabilities:Payroll Clearing:AFLAC Post-tax W / H		96
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		(9)
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(49)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(38,866)	70,556
Net cash provided by operating activities	(99,120)	75,430
FINANCING ACTIVITIES		
3599 Restricted Services Fund Balances:Other		(4,411)
3999 Clearing Account		4,411
Net cash provided by financing activities	0	0
Net cash increase for period	(99,120)	75,430
Cash at beginning of period	1,259,831	271,073
Cash at end of period	1,160,711	346,503

Statement of Cash Flows

January - July, 2021

	SB 40 Tax	Services
OPERATING ACTIVITIES		
Net Income	508,280	68,777
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Services:Medicaid Direct Service		(52,782)
1215 Services:Non-Medicaid Direct Service		31,000
1220 Services:Ancillary Services		(6,575)
1455 Prepaid Expenses:Prepaid-Insurance		5,042
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		6,287
1526 Fixed Assets:Accumulated Depreciation - Keystone		2,562
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		5,061
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		3,073
1537 Fixed Assets:Acc Dep - Remodeling - Osage Beach Office		1,740
1545 Fixed Assets:Accumulated Depreciation - Equipment		9,982
1900 Accounts Payable	(13,479)	(3,894)
2007 Current Liabilities:Non-Medicaid Payable	(31,000)	
2008 Current Liabilities:Ancillary Services Payable	6,575	
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		0
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		192
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		0
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		(114)
2065 Current Liabilities:Payroll Tax Payable:FFCRA Federal W/H Tax Credit		14
2071 Current Liabilities:Payroll Clearing:AFLAC Pre-tax W / H		677
2072 Current Liabilities:Payroll Clearing:AFLAC Post-tax W / H		112
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		6
2074 Current Liabilities:Payroll Clearing:Health Insurance W / H		2
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(52)
2091 Current Liabilities:Computer Lease Liability		3,256
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(37,905)	5,589
Net cash provided by operating activities	470,376	74,366
INVESTING ACTIVITIES		
1531 Fixed Assets:Keystone Remodeling		(19,875)
1540 Fixed Assets:Equipment		(18,640)
Net cash provided by investing activities	0	(38,515)
FINANCING ACTIVITIES		
3005 Restricted SB 40 Tax Fund Balances:Operational Reserves	5,435	
3010 Restricted SB 40 Tax Fund Balances:Transportation	(31,183)	
3030 Restricted SB 40 Tax Fund Balances:Special Needs	42,000	
3035 Restricted SB 40 Tax Fund Balances:Childrens Programs	42,000	
3040 Restricted SB 40 Tax Fund Balances:Sheltered Workshop	39,365	
3050 Restricted SB 40 Tax Fund Balances:Partnership for Hope Match	(4,107)	
3070 Restricted SB 40 Tax Fund Balances:TCM	118,064	
3501 Restricted Services Fund Balances:Operational		27,004
3555 Restricted Services Fund Balances:Building/Remodeling/Expansion		(14,059)
3599 Restricted Services Fund Balances:Other		9,810
3900 Unrestricted Fund Balances	(217,209)	(12,945)

3999 Clearing Account		(9,810)
Net cash provided by financing activities	(5,635)	0
Net cash increase for period	464,741	35,851
Cash at beginning of period	695,970	310,653
Cash at end of period	1,160,711	346,503

Check Detail - SB 40 Tax Account

July 2021

1025 SB 40 Tax - Bank of Sullivan

Date	Transaction Type	Num	Name	Amount
07/08/2021	Bill Payment (Check)	5992	Camden County Senate Bill 40 Board	(41,117.72)
07/08/2021	Bill Payment (Check)	5993	Childrens Learning Center	(22,245.86)
07/08/2021	Bill Payment (Check)	5994	Lake Area Industries	(19,221.32)
07/08/2021	Bill Payment (Check)	5995	Our Saviors Lighthouse Child & Family Development Center	(5,541.79)
07/16/2021	Bill Payment (Check)	5996	Camdenton Apartments dba Lauren's Place	(309.00)
07/16/2021	Bill Payment (Check)	5997	DMH Local Tax Matching Fund	(2,354.53)
07/16/2021	Bill Payment (Check)	5998	Kyle LaBrue	(875.00)
07/16/2021	Bill Payment (Check)	5999	Revelation Construction & Development, LLC	(50.00)
07/16/2021	Bill Payment (Check)	6000	Skillset LLC	(942.97)
07/16/2021	Bill Payment (Check)	6001	Revelation Construction & Development, LLC	(378.00)
07/16/2021	Bill Payment (Check)	6002	Revelation Construction & Development, LLC	(838.00)
07/16/2021	Bill Payment (Check)	6003	Revelation Construction & Development, LLC	(974.00)
07/16/2021	Bill Payment (Check)	6004	Revelation Construction & Development, LLC	(822.00)
07/16/2021	Bill Payment (Check)	6005	Revelation Construction & Development, LLC	(922.00)
07/16/2021	Bill Payment (Check)	6006	Revelation Construction & Development, LLC	(210.00)
07/20/2021	Bill Payment (Check)	6007	Bankcard Center	(269.76)
07/20/2021	Bill Payment (Check)	6008	OATS, Inc.	(9,833.55)

Check Detail - Services Account

1075 Services Account - Bank of Sullivan

Date	Transaction Type	Num	Name	Amount
07/02/2021	Bill Payment (Check)	3036	All American Termite & Pest Control	(15.00)
07/02/2021	Bill Payment (Check)	3037	AT&T	(33.78)
07/02/2021	Bill Payment (Check)	3038	Charter Business / Spectrum	(594.87)
07/02/2021	Bill Payment (Check)	3039	Direct Service Works	(995.00)
07/02/2021	Bill Payment (Check)	3040	GB Maintenance Supply	(39.99)
07/02/2021	Bill Payment (Check)	3041	MO Consolidated Health Care	(14,369.02)
07/02/2021	Bill Payment (Check)	3042	MSW Interactive Designs LLC	(30.00)
07/02/2021	Bill Payment (Check)	3043	Office Business Equipment	(620.13)
07/02/2021	Bill Payment (Check)	3044	Republic Services #435	(82.43)
07/02/2021	Bill Payment (Check)	3045	Scott's Heating & Air	(72.00)
07/08/2021	Bill Payment (Check)	3046	Connie L Baker	(94.69)
07/08/2021	Bill Payment (Check)	3047	Cynthia Brown	(108.86)
07/08/2021	Bill Payment (Check)	3048	Eddie L Thomas	(50.00)
07/08/2021	Bill Payment (Check)	3049	Elizabeth L Chambers	(137.75)
07/08/2021	Bill Payment (Check)	3050	Happy Maids Cleaning Services LLC	(125.00)

07/08/2021	Bill Payment (Check)	3051	Jennifer Lyon	(168.43)
07/08/2021	Bill Payment (Check)	3052	Linda Simms	(254.92)
07/08/2021	Bill Payment (Check)	3053	Lori Cornwell	(75.07)
07/08/2021	Bill Payment (Check)	3054	Mary P Petersen	(132.30)
07/08/2021	Bill Payment (Check)	3055	Micah J Joseph	0.00
07/08/2021	Bill Payment (Check)	3056	Patricia L. Strouse	(176.71)
07/08/2021	Bill Payment (Check)	3057	Rachel K Baskerville	(50.00)
07/08/2021	Bill Payment (Check)	3058	Ryan Johnson	(50.00)
07/08/2021	Bill Payment (Check)	3059	Shelah M Sinner	(87.06)
07/08/2021	Bill Payment (Check)	3060	Stephanie E Enoch	(262.52)
07/08/2021	Bill Payment (Check)	3061	Teri Guttman	(106.68)
07/08/2021	Bill Payment (Check)	3063	Micah J Joseph	(151.56)
07/09/2021	Bill Payment (Check)	3062	Linda Simms	(1,521.67)
07/09/2021	Expense	153913	Connie L Baker	(1,242.84)
07/09/2021	Expense	153914	Rachel K Baskerville	(1,352.37)
07/09/2021	Expense	153915	Jeanna K Booth	(1,581.78)
07/09/2021	Expense	153916	Cynthia Brown	(1,504.64)
07/09/2021	Expense	153917	Elizabeth L Chambers	(1,065.15)
07/09/2021	Expense	153918	Lori Cornwell	(1,525.10)
07/09/2021	Expense	153919	Stephanie E Enoch	(1,306.52)
07/09/2021	Expense	153920	Teri Guttman	(1,343.21)
07/09/2021	Bill Payment (Check)	3064	Aflac	(780.41)
07/09/2021	Bill Payment (Check)	3065	AT&T	(93.50)
07/09/2021	Bill Payment (Check)	3066	Camden County PWSD #2	(55.92)
07/09/2021	Bill Payment (Check)	3067	LaCleda Electric Cooperative	(476.56)
07/09/2021	Bill Payment (Check)	3068	Office Business Equipment	(40.00)
07/09/2021	Bill Payment (Check)	3069	VERIZON	(210.45)
07/09/2021	Bill Payment (Check)	3070	WCA Waste Corporation	(28.00)
07/09/2021	Bill Payment (Check)	3071	Webster Plumbing	(244.45)
07/09/2021	Expense	153921	Ryan Johnson	(1,656.53)
07/09/2021	Expense	153922	Micah J Joseph	(1,513.95)
07/09/2021	Expense	153923	Jennifer Lyon	(1,293.11)
07/09/2021	Expense	153924	Christina R. Mitchell	(1,158.72)
07/09/2021	Expense	153925	Mary P Petersen	(1,225.59)
07/09/2021	Expense	153926	Shelah M Sinner	(1,006.28)
07/09/2021	Expense	153927	Patricia L. Strouse	(1,195.81)
07/09/2021	Expense	153928	Eddie L Thomas	(2,762.72)
07/09/2021	Expense	153929	Nicole M Whittle	(1,738.63)
07/09/2021	Expense	07/09/2021	Internal Revenue Service	(6,967.73)
07/16/2021	Bill Payment (Check)	3072	Ameren Missouri	(257.47)
07/16/2021	Bill Payment (Check)	3073	Christina R. Mitchell	(116.35)
07/16/2021	Bill Payment (Check)	3074	Ezard's, Inc.	(39.39)
07/16/2021	Bill Payment (Check)	3075	Happy Maids Cleaning Services LLC	(50.00)
07/16/2021	Bill Payment (Check)	3076	Jeanna K Booth	(52.13)
07/16/2021	Bill Payment (Check)	3077	Lake Regional Health System	(1,300.00)
07/16/2021	Bill Payment (Check)	3078	MARF	(2,400.00)
07/16/2021	Bill Payment (Check)	3079	Staples Advantage	(87.81)
07/16/2021	Bill Payment (Check)	3080	SUMNERONE	(2,236.00)
07/16/2021	Bill Payment (Check)	3081	Walters, Staedtler & Allen L.L.C.	(1,255.00)
07/20/2021	Bill Payment (Check)	3082	AT&T	(128.40)

07/20/2021	Bill Payment (Check)	3083	Bankcard Center	(753.80)
07/20/2021	Bill Payment (Check)	3084	City Of Camdenton	(74.56)
07/20/2021	Bill Payment (Check)	3085	Delta Dental of Missouri	(635.58)
07/23/2021	Expense	153931	Connie L Baker	(1,242.84)
07/23/2021	Expense	153932	Rachel K Baskerville	(1,348.56)
07/23/2021	Expense	153933	Jeanna K Booth	(1,581.78)
07/23/2021	Expense	153934	Cynthia Brown	(1,492.81)
07/23/2021	Expense	153935	Elizabeth L Chambers	(1,083.62)
07/23/2021	Expense	153936	Lori Cornwell	(1,525.11)
07/23/2021	Expense	153937	Stephanie E Enoch	(1,306.52)
07/23/2021	Expense	153938	Teri Guttman	(1,343.20)
07/23/2021	Expense	153939	Ryan Johnson	(1,656.53)
07/23/2021	Expense	153940	Micah J Joseph	(1,513.95)
07/23/2021	Expense	153941	Jennifer Lyon	(1,293.11)
07/23/2021	Expense	153942	Christina R. Mitchell	(1,158.72)
07/23/2021	Expense	153943	Mary P Petersen	(1,287.86)
07/23/2021	Expense	153944	Shelah M Sinner	(1,007.05)
07/23/2021	Expense	153945	Patricia L. Strouse	(1,206.99)
07/23/2021	Expense	153946	Eddie L Thomas	(2,762.72)
07/23/2021	Expense	153947	Nicole M Whittle	(1,694.11)
07/23/2021	Bill Payment (Check)	3086	All Seasons Services	(560.00)
07/23/2021	Bill Payment (Check)	3087	GFL Environmental	(28.00)
07/23/2021	Bill Payment (Check)	3088	Happy Maids Cleaning Services LLC	(50.00)
07/23/2021	Bill Payment (Check)	3089	Linda Simms	(1,521.67)
07/23/2021	Bill Payment (Check)	3090	MO Consolidated Health Care	(14,369.02)
07/23/2021	Bill Payment (Check)	3091	Principal Life Insurance Company	(232.96)
07/23/2021	Bill Payment (Check)	3092	Staples Advantage	(270.06)
07/23/2021	Bill Payment (Check)	3093	SUMNERONE	(1,696.92)
07/23/2021	Expense	07/23/2021	Internal Revenue Service	(6,986.11)
07/30/2021	Bill Payment (Check)	3094	AT&T	(92.22)
07/30/2021	Bill Payment (Check)	3095	Bryan Cave Leighton Paisner LLP	(1,750.00)
07/30/2021	Bill Payment (Check)	3096	Charter Business / Spectrum	(594.87)
07/30/2021	Bill Payment (Check)	3097	Delta Voice & Data Technologies, LLC	(128.75)
07/30/2021	Bill Payment (Check)	3098	Happy Maids Cleaning Services LLC	(50.00)
07/30/2021	Bill Payment (Check)	3099	Jeanna K Booth	(63.25)
07/30/2021	Bill Payment (Check)	3100	Lake Area Industries	(50.00)
07/30/2021	Bill Payment (Check)	3101	Nicole M Whittle	(50.00)
07/30/2021	Bill Payment (Check)	3102	Patricia L. Strouse	(50.00)
07/30/2021	Bill Payment (Check)	3103	Republic Services #435	(82.67)
07/30/2021	Bill Payment (Check)	3104	Staples Advantage	(59.90)
07/30/2021	Bill Payment (Check)	3105	Stephanie E Enoch	(93.49)
07/30/2021	Bill Payment (Check)	3106	Summit Natural Gas of Missouri, Inc.	(20.35)
07/30/2021	Bill Payment (Check)	3107	Teri Guttman	(50.00)
07/30/2021	Bill Payment (Check)	3108	MSW Interactive Designs LLC	(30.00)
07/30/2021	Bill Payment (Check)	3109	Nicole M Whittle	(50.00)
07/30/2021	Bill Payment (Check)	3110	Patricia L. Strouse	(50.00)
07/30/2021	Bill Payment (Check)	3111	Stephanie E Enoch	(50.00)
07/31/2021	Expense	July 2021	Lagers	(5,374.71)

June 2021
Credit Card Statement



ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	TOTAL AMOUNT DUE
**** * 9588		06/30/21	07/26/21	\$30.70

BR BRCB X003 YY * 019410

BANKCARD SERVICES
P.O. BOX 8100
JEFFERSON CITY, MO 65102

CAMDEN CO DD RES
CAMDEN CO DD RES
PO BOX 722
CAMDENTON MO 65020-0722

000900

000307001023560140580949462064

BR * BRCB Page 1 of 3

ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	CREDIT LIMIT	AVAILABLE CREDIT
**** * 9588		06/30/21	07/26/21	10,000.00	8,976.44

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES	1,043.16	
00/0000/00			MISCELLANEOUS CREDITS	-30.52	
06/17	05/28	75397351168021168680019	FINANCE CHARGE CREDIT	-12.80	
00/0000/00			PAYMENTS	-1,453.10	
06/18	06/18	75397351169021169700096	CHECK PAYMENT	-464.59	
06/18	06/18	75397351169021169700104	CHECK PAYMENT	-986.63	

FOR CUSTOMER SERVICE PLEASE CONTACT US AT 1-800-472-1959.

*****7348

CONNIE BAKER

225.37

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES	227.25	
06/01	05/28	02305371149000518556258	USPS PO 2812420020 CAMDENTON MO	14.00	X
06/14	06/10	52704871162091531000062	PIZZA HUT 009917 CAMDENTON MO	47.05	X
06/18	06/17	05436841169400057798513	WM SUPERCENTER #89 CAMDENTON MO	131.20	X
06/28	06/25	02305371177000508502473	USPS PO 2812420020 CAMDENTON MO	21.00	X
06/29	06/28	02305371180000474720229	USPS PO 2812420020 CAMDENTON MO	7.00	X
06/30	06/29	02305371181000508386897	USPS PO 2812420020 CAMDENTON MO	7.00	X

00/0000/00

PAYMENTS

06/21 06/18 0558745116900000009540 RBT PIZZA HUT 009917

EasySavings NY

-1.88 X

*****3322

LINDA SIMMS

533.28

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES	551.00	
06/10	06/09	55457021160083312351489	IDENTOGO - MO FINGERPR BILLERICA MA	42.75	X
06/15	06/14	55457021165083311066729	IDENTOGO - MO FINGERPR BILLERICA MA	42.75	X
06/15	06/14	55457021165083321104973	IDENTOGO - MO FINGERPR BILLERICA MA	42.75	X

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE	ACCOUNT SUMMARY	
			00.00%	PREVIOUS BALANCE	1,464.02
PURCHASES	0.00	1.0125%	12.15%	PURCHASES	1,043.16
				CASH ADVANCES	0.00
				CREDITS	-30.52
				PAYMENTS	-1,453.10
CASH ADVANCES	0.00	1.4292%	17.15%	OTHER CHARGES	0.00
				FINANCE CHARGE	0.00
				NEW BALANCE	= 1,023.56

CURRENT PAYMENT DUE: 30.70

+ PAST DUE AMOUNT: 0.00

= TOTAL AMOUNT DUE:

30.70

CAMDEN CO DD RES
 CAMDEN CO DD RES
 PO BOX 722
 CAMDENTON MO 65020-0722



BR * BRCB

Page 3 of 3

POST	TRAN	REFERENCE NUMBER	-----MERCHANT DESCRIPTION-----				AMOUNT	----NOTATIONS----
06/21	06/19	05436841171400067737473	SAMS CLUB #8296	SPRINGFIELD	MO	20.36	X	
06/23	06/22	55420361173939101796813	JANINE'S FLOWERS	CAMDENTON	MO	55.00	X	
06/24	06/23	05140481174740266870172	DIERBERGS LAKEVIEW P	OSAGE BEACH	MO	12.63	X	
06/25	06/24	55547421176207602900103	CARF INTERNATIONAL	5203251044	AZ	65.00	X	
06/30	06/27	75470691180920802020719	ECONO LODGE INN & SUIT	OSAGE BEACH	MO	269.76	X	
00/0000/00			MISCELLANEOUS CREDITS					
06/07	06/04	55432861155200733560029	Amazon.com	Amzn.com/bill	WA	-17.72	X	
*****9314			EDDIE THOMAS					
00/0000/00			PURCHASES					
06/07	06/04	55432861155200651602811	INTUIT *	CL.INTUIT.COM	CA	150.00	X	
06/30	06/29	55310201180700416582484	CISCO SYSTEMS INC	9193922254	CA	114.91	X	
						264.91		
						264.91		



Connie's Card



CAMDENTON
625 W US HIGHWAY 54
CAMDENTON, MO 65020-9998
(800)275-8777

05/28/2021 10:11 AM

Product	Qty	Unit Price	Price
---------	-----	------------	-------

Mail Pickup	1		\$0.00
Tracking #: 70180360000025052630			

First-Class Mail® Letter	1		\$0.55
--------------------------	---	--	--------

Camdenton, MO 65020
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Tue 06/01/2021
Certified Mail® \$3.60

Tracking #: 70190160000078146325

Return Receipt \$2.85

Tracking #: 9590 9402 2987 7094 6156 17

Total \$7.00

First-Class Mail® Letter	1		\$0.55
--------------------------	---	--	--------

Camdenton, MO 65020
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Tue 06/01/2021
Certified Mail® \$3.60

Tracking #: 70190160000078146332

Return Receipt \$2.85

Tracking #: 9590 9402 2987 7094 6156 00

Total \$7.00

Grand Total: \$14.00

Credit Card Remitted \$14.00

Card Name: MasterCard
Account #: XXXXXXXXXXXX7348
Approval #: 09710C
Transaction #: 364
AID: A000000041010
AL: Mastercard
PIN: Not Required

Chip

7019 0160 0000 7814 6325

5252 9402 2987 7094 6156

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

Camdenton, MO 65020

OFFICIAL USE

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

65020 USPS CAMDENTON MO POST OFFICE
MAY 28 2021
Postmark Here
05/28/2021

45-Day

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

Camdenton, MO 65020

OFFICIAL USE

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

65020 USPS CAMDENTON MO POST OFFICE
MAY 28 2021
Postmark Here
05/28/2021

45-Day

Connie's Card

Board mtg

PIZZA HUT
CARRY_OUT

**** CHANGED ****

BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

** DUE NOW **
** DUE: 06/10/21 at 04:15PM **

Ticket # 0024

Item Count: 5

ENTERED BY
Website
009917 06/10/21 01:55PM

Thanks for being a Hut Rewards member!

CONNIE BAKER
(573)317-9233

OLD
01 1 Large 17.79
Hand toss
Veg Lovr

OLD
02 1 Large 17.24
Thin
Cheese
S Gr1 Prm
Chicken
Mushrooms
Bacon

OLD
03 1 Order 6.49
Cinnabon

OLD
04 1 Order 6.29
Chse Stx

OLD
05 1 ReGular 6.49
Brownie

COUPON (73) 7.25
Subtotal 47.05
0.00
47.05

Commis Card

Give us feedback @ survey.walmart.com
Thank you! ID #:7QCDZNYZ44



573-346-3588 Mgr: PAUL
94 CECIL ST
CAMDENTON MO 65020

ST#	OP#	TE#	TR#		
00089	000314	02	02897		
GV PREM 10MR	007874221044			12.97	0
GV PREM 10MR	007874221044			12.97	0
LAMINATE SH	002120059720			3.67	0
50 LAM POUCH	004385973365			9.84	0
SPKL 8 DBL	003040022104			8.22	0
GV COLOMB 12	007874206588 F			3.92	0
BATTERIES	004133327035			16.24	0
GV DONUT 96	007874214138 F			19.97	0
GV 13G FLEX	007874235132			13.87	0
GV 13G FLEX	007874235132			13.87	0
CUTLERY	007874200413			4.48	0
CH CRMR ORG	005000030302 F			5.75	0
SM HCM MLK	007092047671 F			5.43	0
	SUBTOTAL			131.20	
RML EVELINER	360734788702			4.44	0
** VOIDED ENTRY **					
RML EVELINER	360734788702			4.44	0
	SUBTOTAL			131.20	
	TOTAL			131.20	
	MCARD TEND			131.20	

office supplies

Voided

Mastercard **** * 7348 1 1
APPROVAL # 06902C
REF # 1042000314
AID A0000000041010
AAC B3099A1B7FE5EED6
TERMINAL # SC010948

06/17/21 09:16:26
CHANGE DUE 0.00

ITEMS SOLD 13
TC# 6590 2473 9648 7689 4486 8



06/17/21 09:16:40
CUSTOMER COPY

Connie's Card



CAMDENTON
625 W US HIGHWAY 54
CAMDENTON, MO 65020-9998
(800)275-8777

06/25/2021 04:15 PM

Product	Qty	Unit Price	Price
---------	-----	------------	-------

First-Class Mail® Letter	1		\$0.55
--------------------------	---	--	--------

Lake Ozark, MO 65049
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Mon 06/28/2021

Certified Mail®			\$3.60
-----------------	--	--	--------

Tracking #: 70190160000078146370

Return Receipt			\$2.85
----------------	--	--	--------

Tracking #: 9590 9402 2987 7094 6155 63

Total			\$7.00
-------	--	--	--------

First-Class Mail® Letter	1		\$0.55
--------------------------	---	--	--------

Camdenton, MO 65020
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Mon 06/28/2021

Certified Mail®			\$3.60
-----------------	--	--	--------

Tracking #: 70190160000078146356

Return Receipt			\$2.85
----------------	--	--	--------

Tracking #: 9590 9402 2987 7094 6155 87

Total			\$7.00
-------	--	--	--------

First-Class Mail® Letter	1		\$0.55
--------------------------	---	--	--------

Osage Beach, MO 65065
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Mon 06/28/2021

Certified Mail®			\$3.60
-----------------	--	--	--------

Tracking #: 70190160000078146349

Return Receipt			\$2.85
----------------	--	--	--------

Tracking #: 9590 9402 2987 7094 6155 94

Total			\$7.00
-------	--	--	--------

Grand Total:			\$21.00
--------------	--	--	---------

Credit Card Remitted			\$21.00
----------------------	--	--	---------

Card Name: MasterCard
Account #: XXXXXXXXXXXX7348
Approval #: 01910C
Transaction #: 531
AID: A0000000041010
AL: Mastercard
PIN: Not Required

Chip

U.S. Postal Service™
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For delivery information, visit our website at www.usps.com
Lake Ozark, MO 65049

OFFICIAL USE

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

Postmark Here
06/25/2021

0020 CAMDENTON MO POST OFFICE

45-D

U.S. Postal Service™
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For delivery information, visit our website at www.usps.com
Camdenton, MO 65020

OFFICIAL USE

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

Postmark Here
06/25/2021

0020 CAMDENTON MO POST OFFICE

45-Da

U.S. Postal Service™
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Domestic Mail Only

For delivery information, visit our website at www.usps.com
Osage Beach, MO 65065

OFFICIAL USE

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

Postmark Here
06/25/2021

0020 CAMDENTON MO POST OFFICE

45-D

Connie's Card



CAMDENTON
 625 W US HIGHWAY 54
 CAMDENTON, MO 65020-9998
 (800)275-8777

06/28/2021 04:25 PM

Product	Qty	Unit Price	Price
---------	-----	------------	-------

First-Class Mail® Letter	1		\$0.55
--------------------------	---	--	--------

Linn Creek, MO 65052
 Weight: 0 lb 0.60 oz
 Estimated Delivery Date
 Thu 07/01/2021

Certified Mail® \$3.60

Tracking #: 70190160000078146363 ✓

Return Receipt \$2.85

Tracking #: 9590 9402 2987 7094 6155 70 ✓

Total \$7.00

Grand Total: \$7.00

Credit Card Remitted \$7.00

Card Name: MasterCard
 Account #: XXXXXXXXXXXX7348
 Approval #: 01876C
 Transaction #: 459
 AID: A0000000041010 Chip
 AL: Mastercard
 PIN: Not Required

 USPS is experiencing unprecedented volume increases and limited employee availability due to the impacts of COVID-19. We appreciate your patience.

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also

7019 0160 0000 7814 6363

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com
 Linn Creek, MO 65052

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

0020
 10
 Postmark Here
 06/28/2021

45-Day

Connie's Card



CAMDENTON
625 W US HIGHWAY 54
CAMDENTON, MO 65020-9998
(800)275-8777

06/29/2021 04:25 PM

Product	Qty	Unit Price	Price
First-Class Mail® Letter	1		\$0.55
Climax Springs, MO 65324 Weight: 0 lb 0.60 oz Estimated Delivery Date Fri 07/02/2021			
Certified Mail®			\$3.60
Tracking #: 70190160000078146387			
Return Receipt			\$2.85
Tracking #: 9590 9402 2987 7094 6155 56			
Total			\$7.00

Grand Total: \$7.00

Credit Card Remitted \$7.00

Card Name: MasterCard
Account #: XXXXXXXXXXXXX7348
Approval #: 04954C
Transaction #: 485
AID: A0000000041010 Chip
AL: Mastercard
PIN: Not Required

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U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com
Climax Springs, MO 65324

OFFICIAL USE

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fee as appropriate)	\$2.85
<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	\$0.55
Total Postage and Fees	\$7.00

0020
10

Postmark Here

06/29/2021

45-Day

[Redacted]

[Handwritten signature]

0360 0000 7814 6387

\$1.88 CREDIT FOR USING
CREDIT CARD AT PIZZA HUT.
FOOD FOR BOARD MEETING

New message

Delete Archive Junk Sweep Move to

Favorites

Deleted Items 133

Inbox 4

IdentoGO Service Confirmation - 2H9TFK - Missouri NCPA/VCA

From: nobody@uemail.identogo.com
<nobody@uemail.identogo.com>

Sent: Wednesday, June 9, 2021 11:10 AM

Subject: Identogo Service Confirmation - 2H9TFK - Missouri NCPA/VCA



The results of your fingerprint background check will be sent directly to your employer or requesting agency. Your background check results will not be available through Identogo.

Service Details:

Customer: [Redacted]
ORI: **MOVECHS0Z**
TCN: **MP664480**
UE ID: **UZ3R-3N3RYN**
Service: **NCPA/VCA**
Total Paid: **41.75**

+ 1.00
42.75
PROCESSING

This message is only for the use of the intended recipient and may contain information that is CONFIDENTIAL and PROPRIETARY to IDEMIA. If you are not the intended recipient, please erase all copies of the message and its attachments and notify the sender immediately.

IdentoGO Center (3500158)
4821 Osage Beach Pkwy
Osage Beach, Missouri 65065-3590

IdentoGO

Date: 06/14/2021@11:58 AM

[REDACTED]
OCA: V01500002
ORI: MOVECHS0Z
REGID: MP664213
TCN: MP664213
UE ID: UZ3R3N3B57

Services
MO - NCPA/VCA \$41.75
SubTotal: \$41.75
Total: \$41.75

Payment
Auth Code: \$41.75
2H9TF1B4T5519G9QS

Amount Paid:

* \$41.75
1.00 PRDCESSND
42.75

The results of your fingerprint background check will be sent directly to your employer or requesting agency. Your results will not be available through IdentoGO.

IdentoGO Center (3500158)
4821 Osage Beach Pkwy
Osage Beach, Missouri 65065-3590

1B4T5519J4F8
IdentoGO



IdentoGO

Registration Completed

Date: 06/14/2021@10:36 AM
Customer: [Redacted]
OCA: V01500002
ORI: MOVECHS0Z
REGID: MP669132
TCN: MP669132
UE ID: UZ3R3N9Y4X

each Pkwy

appointment

Date: 06/14/2021
Time: 11:00 AM

Services

MO - NCPA/VCA \$41.75
SubTotal: \$41.75
Total: \$41.75

Maps

Payment

Auth Code: \$41.75
2H9TF1B4T5519J4F8

ueid

UZ3R3N9Y4X

tcn

MP669132

Amount Paid:

\$41.75
+ 1.00
42.75

mental Disability

PROCESSING

The results of your fingerprint background check will be sent directly to your employer or requesting agency. Your results will not be available through IdentoGO.

to bring a check, money order, credit card, or coupon code
you will not be fingerprinted without payment.

ENROLLMENT CENTER STAFF AND CUSTOMERS MUST WEAR A FACE COVERING TO ENTER OUR CENTERS UNLESS EXEMPTED DUE TO AGE, A MEDICAL CONDITION, OR IF THE STATE OR LOCAL MANDATE HAS BEEN LIFTED.

COVID- 19 Precautionary Measures

- Do not enter the enrollment center if you have symptoms, are awaiting the results of a COVID-19 test, or have been advised to self-quarantine
- If you are exhibiting symptoms, have a cold, or suspect you have the flu, we ask that you reschedule and fingerprint at a later date

O SAGE BEACH
OFFICE

S A M S CLUB
CLUB MANAGER CONROY
(417 259 4437
SPRINGFIELD, MO
06/19/21 14:29 6066 08296 01 4174

LINDA

660671 POST-ITNOTE 8.38 E
567934 MM FACIAL 11.98 E
SUBTOTAL 20.36

TOTAL 20.36
MCARD TEND 20.36
Mastercard **** * 3322 I 1
APPROVAL # 07301C
AID A000000041010
AAC 642CA62BF3F35B8A
TERMINAL # SC010707
CHANGE DUE 0.00

Visit samsclub.com to see your savings

ITEMS SOLD 2

TC# 5621 2596 4565 4580 4762



*** MEMBER COPY ***

Invoice No: 029605

Invoice Date: 06/22/21

JANINE'S FLOWERS
PO BOX 375
CAMDENTON, MO 65020
(573) 346-3388
WWW.JANINESFLOWERS.COM

Customer Information

Receiver Information

Number: 000314	Name: [REDACTED]
Name: CAMDEN_COUNTY_DEVELOPMENT	Address: LAKE REGINAL HOSPITAL
Address: DISABILITIES RESOURCES	FACILITY OPERATIONS
PO BOX 722	City, State: OSAGE BEACH, MO.
City, state: CAMDENTON, MO	Zip code: 65065-
Zip code: 65020	Phone: (000) 000-0000
Phone: (573) 317-9233	
Ordered by:	

Product

QUANTITY	DESCRIPTION	PRICE
1	FRESH ~ ONLINE	45.00
	Subtotal	45.00
	Discount	0.00
	Delivery	10.00
	Service charge	0.00
	Tax	0.00
	Total	55.00
	Payment method	Credit Card
	Delivery date	TUE 06/22/21 00:00:00

#1-ARRANGEMENT SELECTED FROM WEBSITE
GARDEN OF LOVE

*FLOWERS [REDACTED]
BADGED OUR EMPLOYEES*

Card Message

THANK YOU FOR YOUR ASSISTANCE IN GETTING
US BADGED.
CCDDR EMPLOYEES

Shop e-mail: JANINESFLOWERS@SBCGLOBAL.NET
Shop Website: WWW.JANINESFLOWERS.COM



4655 Osage Beach Pkwy
Osage Beach, MO 65065
573-552-0200
Store Director: Ro Witt

WATER
OB OFFICE

GROCERY
DIERBERGS WATER
3 @ \$3.99 \$11.97 t F
SUBTOTAL \$11.97
t-Low Tax \$0.66
ORDER TOTAL \$12.63
06/23/2021 10:21:08
Mastercard Entry Method: Chip
CARD #: XXXXXXXXXXXX3322
PURCHASE - APPROVED
AUTH CODE:07281C

Mode: Issuer
AID: A0000000041010
TVR: 0400008000
IAD: 1010A000012200000000000000000000
000FF
TSI: E800
ARC: 00
TC: 0712CD3F392AB8B4
MID: 00000 TID: 001 SEQ: 126264

Total: USD \$ 12.63

CHANGE \$0.00

C0120 #2099 10:21:11 23JUN2021
S00025 R012

"Your hometown store since 1854!"

Thank you for choosing Dierbergs!
Visit us at Dierbergs.com

CARF International Online Store
6951 E. Southpoint Road, Tucson, AZ 85756
Email: bookstore@carf.org
Phone: (888) 281-6531

Order Confirmation

Order #: 84926

SHIP TO:

Linda Simms
Camden County Developmental Disability Resources
PO Box 722
Camdenton, MO 65020-0722 US
linda@ccddr.org
573-693-1511

BILL TO:

Linda Simms
Camden County Developmental Disability Resources
PO Box 722
Camdenton, MO 65020-0722 US
linda@ccddr.org
573-693-1511

Due to safety precautions related to COVID-19, orders may be delayed.

PRODUCT

QUANTITY

PRICE

SUBTOTAL



Additional Accreditation Certificate
Code: 5173
Company # 218247
Survey # 136655
Primary CSU ECS
Address(es) for certificate(s) ordered: Camden County Developmental Disability Resources, PO Box 722 Camdenton, MO 65020

1

\$65.00

\$65.00

Status: Pending

Shipping \$0.00
Sales Tax \$0.00
Total US: \$65.00

Payment MasterCard (\$65.00)



SALES DRAFT

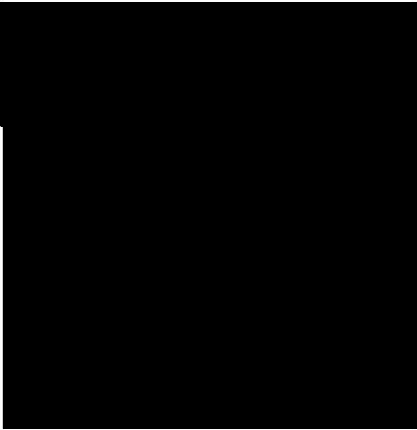


5700 Hwy 54

Osage Beach, MO 65065

(573) 348-1781

Sun Jun 27, 12:06P 2021



Invoice 0000000305
 Card Type MasterCard
 Card Number xxxxxxxx3322
 Merchant ID 163592

Amount \$269.76

Approved 00537C

I agree that the amount above is correct and to comply with my cardholder agreement...

x Michael Joseph
 Camden County DD Resource

06/27/2021 12:06 PM

TID 76184453

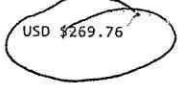
Purchase

MasterCard XXXXXXXXXXXX3322
 Entry Mode Keyed

Invoice 0000000305

APPROVED 00537C

Amount USD \$269.76



Your Amazon.com order of "Belonging At Work: Everyday..."

Amazon.com <auto-confirm@amazon.com>

Mon 5/3/2021 11:01 AM

To: Linda Simms <linda@ccddr.org>



RETURNED BOOK TO
AMAZON ITS DAIL
SENT ME A FREE
BOOK FOR A 10
WEEK CLASS I AM
TAKING
WATCH FOR CREDIT

| Your Account |
Amazon.com

Order Confirmation
Order #114-8383520-1193844

Hello Linda Simms,

Thank you for shopping with us. We'll send a confirmation once your item has shipped. Your order details are indicated below. If you would like to view the status of your order or make any changes to it, please visit Your Orders on Amazon.com.

This order is placed on behalf of Camden County Senate Bill 40 Board.

Your guaranteed delivery date is:
Friday, May 7

Your shipping speed:
Standard Shipping

Your order will be sent to:
**Camden County Developmental Disability
Resources
CAMDENTON, MO
United States**

Order Details

Order Details

Order #114-8383520-1193844
Placed on today, May 3

Belonging At Work: Everyday Actions You Can Take to
Cultivate an Inclusive Organization
Perry MPA, Rhodes; Paperback
Sold by Amazon.com Services LLC

\$17.72

Order Total: \$23.71

To learn more about ordering, go to Ordering from Amazon.com.
If you want more information or need more assistance, go to Help.

Thank you for shopping with us.
Amazon.com

Top picks for you

MMF Industries Jumbo Fire-
Retardant Steel Security Chest
with Key Lock (14-3/8)

Fw: We received your QuickBooks subscription payment!

Ed Thomas <director@ccddr.org>

Fri 6/4/2021 10:43 AM

To: Jeanna Booth <jeanna@ccddr.org>; Linda Simms <linda@ccddr.org>

FYI

Ed

From: Intuit QuickBooks Team <intuit@notifications.intuit.com>

Sent: Friday, June 4, 2021 10:38 AM

To: Ed Thomas <director@ccddr.org>

Subject: We received your QuickBooks subscription payment!



Payment success

Edmond J Thomas, thank you for your payment.

<p>Invoice number: 10001102118353</p> <p>Invoice date: 06/04/2021</p> <p>Total: \$150.00</p> <p>Payment method: MASTER ending in 9314</p>

Sign in to QuickBooks where you can see your billing history and view, save, and print your invoice.

[View billing history](#)

Account details

Billed to:

Camden County Developmental
Disability Resources

INVOICE



TRANSACTION #: 161-00327296
 Account #: A00019713
 Account Name: Camden County Developmental Disability Resources

CISCO SYSTEMS, INC.
 300 EAST TASMAN DR.
 SAN JOSE, CA 95134

Invoice Information

Invoice Date: 2021-06-23
Due Date: 2021-06-23

Bill To:
 Camden County Developmental
 Disability Resources
 PO Box 722
 Camdenton, Missouri 65020, United
 States

Service To:
 Camden County Developmental
 Disability Resources
 PO Box 722
 Camdenton, Missouri 65020, United
 States

Subscription Information

Subscription ID: A-S00003416

All Prices in USD

Service Detail								
#	Service Name	Service Period	Qty	Unit Price	Sub-Total	Discount	Tax	Total
1	Cisco Webex Starter Annual ONL-STARTER-A	2021-06-23 - 2022-06-22	1.00	162.00	162.00	-55.08	7.99	114.91
Total					162.00	-55.08	7.99	114.91

Tax summary		
Tax Info	Tax Rate	Tax Amount
Missouri	7.48 %	7.99
Grand Total		114.91

CREDIT CARD BEING CHARGED FOR INCREMENTAL AMOUNT

Attention:

These items are controlled by the U.S. Government, EU Regulation 428/2009 and local laws, and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. Government, the EU and local authorities or as otherwise authorized by U.S., EU and local law and regulations. Parties receiving these goods agree not to use any export and/or re-export licenses or authorizations that Cisco or its affiliates holds for securing their own activities unless specifically authorized by Cisco's Global Export Trade and where legally compliant. By accepting delivery of any portion of this shipment, the recipient and/or their appointed agent agree to comply with U.S., art. 4.2 (civilian end-use only) and art. 22.10 of EU 428/2009, and local export, re-export, transfer, and transshipment regulations. In accordance with art. 22.10 of EU 428/2009, this export may require an export license when exported outside of the EU. Cisco product trade information for export or re-export may be found at: <http://tools.cisco.com/legal/export/pepd/Search.do>. Unless otherwise stated in writing by Cisco, Country of Origin information declared on this invoice is for non-preferential purposes only, and is not determined in accordance with Preferential Rules of Origin of any International Trade Agreement.

If ship to/install site is Puerto Rico, this purchase may be subjected to Puerto Rico Sales/Use tax. An import declaration and a monthly tax return should be filed with PR so that the tax is reported and paid appropriately.

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For order status, account information and invoice copies, please visit at: <http://admin.webex.com/>

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Resolution 2021-22



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2021-22

APPROVAL OF AMENDED COVID-19 PLAN

WHEREAS, Sections 205.968-205.972 RSMo and subsequent passage by Camden County 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, handbooks, manuals, and job descriptions and creates new Bylaws, policies, plans, handbooks, manuals, 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 the agency's COVID-19 Plan.
2. That the Board hereby amends and adopts the agency's COVID-19 Plan (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.

Chairperson/Officer/Board Member

Date

Secretary/Vice Chairperson/Treasurer/Board Member

Date

Attachment “A” to Resolution
2021-22



Camden County Developmental Disability Resources

COVID-19 Plan

(Revised 11/12/2020, 07/08/2021, 08/12/2021)

Exposure Prevention, Preparedness, and Response

Camden County Developmental Disability Resources (CCDDR) takes the health and safety of our clients and employees very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, CCDDR must remain vigilant in mitigating the outbreak. CCDDR provides Targeted Case Management (TCM) services, which many have deemed “essential” during this declared emergency. In order to be safe and maintain operations, we have developed this COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented, to the extent feasible and appropriate. CCDDR has also identified a team of employees to monitor the related guidance that the U.S. Center for Disease Control and Prevention (CDC), Missouri Division of Developmental Disabilities (DDD), Missouri Department of Health and Senior Services (DHSS), Camden County Health Department, and other local, state, or federal agencies continue to make available. This Plan is based on information available at the time of its development and is subject to change based on further information provided. CCDDR may also amend this Plan based on operational needs.

Responsibilities of Managers and Supervisors

All managers and supervisors must be familiar with this Plan and be ready to answer questions from employees. Managers and supervisors must set a good example by following this Plan at all times. This involves practicing good personal hygiene and safety practices to prevent the spread of the virus. Managers and supervisors must encourage this same behavior from all employees.

Responsibilities of Employees

CCDDR is asking every one of its employees to help with prevention efforts while at work. In order to minimize the spread of COVID-19, everyone must play their part. As set forth below, CCDDR has instituted various housekeeping, social distancing, and other best practices. All employees must follow these. In addition, employees are expected to report to their managers or supervisors if they test positive for COVID-19, are experiencing signs or symptoms of COVID-19, or have been exposed to a person who has tested positive for COVID-19 as described below. If you have a specific question about this Plan or COVID-19, please ask your manager or supervisor. If they cannot answer the question, please contact CCDDR’s Human Resource Officer or CCDDR’s Executive Director.

The following control and preventative guidance have been implemented to help prevent and reduce the risk of exposure to COVID-19:

- Frequently wash hands with soap and water for at least 20 seconds - when soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching eyes, nose, or mouth with unwashed hands
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes
- Avoid close contact with people who are sick
- Maintain social distancing (at least 6 feet apart from other people)
- Wear a facemask/cloth face covering if needing to be around other people
- The use of nitrile, latex, vinyl, or other similar gloves is encouraged if practical and possible

In addition, employees must familiarize themselves with the symptoms of COVID-19, which include the following:

- Fever or chills

- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If employees develop any of these symptoms, they are to call their supervisor and **DO NOT GO INTO ANY CCDDR OFFICE OR PHYSICALLY CONTACT ANYONE AS RELATED TO THEIR CCDDR DUTIES.** We also recommend employees contact their healthcare providers right away. Likewise, if employees come into close contact with someone showing these symptoms, call your supervisor, and we recommend you call your healthcare provider right away.

Fully Vaccinated Employees

Fully vaccinated employees will be required to wear a facemask/cloth face covering and maintain social distance (at least six (6) feet between the employee and other individuals) while working in CCDDR offices when not alone in their assigned workstations or in high traffic areas, public/common areas (including restrooms), hallways, moving about the office, when with clients, and wherever it is not possible to maintain six (6) feet of social distance and at the Keystone facility, unless and/or until guidance provided by the CDC, DDD, DHSS, and/or federal, state, local, tribal, or territorial laws, rules, and regulations change. When conducting CCDDR business outside of the CCDDR offices and Keystone facility, employees will follow the guidance provided by the CDC, DDD, DHSS, and/or federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance. The Executive Director shall periodically update employees on facemask/cloth face covering protocols while working in and when conducting CCDDR business outside of the CCDDR offices and at the Keystone Facility as guidance changes and issue directives as necessary to help prevent the spread of COVID-19, including the need to wear facemasks/cloth face coverings while working alone in their assigned workstations should circumstances warrant. In general, employees are considered fully vaccinated:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

Fully vaccinated employees must provide proof of vaccination to CCDDR's Human Resource Officer; otherwise, an employee will be considered not fully vaccinated (see below).

Not Fully Vaccinated Employees

If an employee does not meet the conditions identified in the Fully Vaccinated Employees section above, the employee is **not** fully vaccinated. Until an employee is fully vaccinated, the employee must keep taking all precautions as articulated in this Plan, including maintaining at least six (6) feet of social distance when possible and wearing a facemask/cloth face covering when not alone in their assigned workstations or in high traffic areas, public/common areas (including restrooms), hallways, moving about the office, when with clients, and wherever it is not possible to maintain six (6) feet of social distance; at the Keystone facility; and when conducting CCDDR business outside of the CCDDR offices and Keystone facility. The Executive Director shall periodically update employees on facemask/cloth face covering protocols while working in and when

conducting CCDDR business outside of the CCDDR offices and at the Keystone Facility as guidance changes and issue directives as necessary to help prevent the spread of COVID-19, including the need to wear facemasks/cloth face coverings while working alone in their assigned workstations should circumstances warrant. Please note that according to CDC Guidance, an employee who has a condition or is taking medications that weaken the immune system should talk to the employee's healthcare provider to discuss the employee's activities, as those employees may need to keep taking all precautions to prevent COVID-19.

Protective Measures & Precautions

CCDDR has instituted the following protective measures and precautions at its offices and applicable portions of buildings, and in the performance of employee job functions and work-related activities.

1. Support Coordination services shall be conducted in accordance with guidance and/or directives issued by the DDD.
2. Employees, Board members, and visitors are required to self-monitor their personal health daily for COVID-19 symptoms. Employees shall not report to work, or shall promptly leave work, if they feel they are experiencing COVID-19 symptoms.
3. Management will monitor employees, Board members, and on-site visitors who enter any CCDDR building or CCDDR event/meeting beyond the lobby area or event/meeting entry area for symptoms of COVID-19. Any employee, contractor, Board member, or visitor in any CCDDR office or building showing any symptom of COVID-19 will be asked to leave. Employees sent home for having any symptom of COVID-19 should contact CCDDR's Human Resource Officer or Executive Director for any questions regarding available leave and steps that must be taken before returning to work.
4. CCDDR offices and applicable portions of buildings may remain open to the public, but access will be limited to lobbies and/or other designated areas. CCDDR may close its offices to the public or restrict employee entry should circumstances warrant. The general rule of thumb for restricting access to offices and buildings, excluding portions of buildings leased to third parties, shall be based on the testing positivity rate associated with COVID-19 testing in Camden County and other pertinent factors. If data is insufficient or unavailable, CCDDR will make decisions based on best practices, available industry standards/recommendations, and management's best judgement. Additional employee entry restrictions will be evaluated based on the circumstances, including restricting employee entry to designated personnel only.
5. CCDDR's cleaning service will be cleaning and disinfecting the office lobbies and bathroom areas (accessible by the public) on a regular basis. Additional cleaning and disinfecting may be required periodically and when warranted as well. The cleaning service will be required to utilize appropriate PPE and to disinfect all appropriate surfaces (doorknobs, counter tops, etc.). Designated personnel will disinfect kitchen, break, and common use areas on a regular basis.
6. All communications with visitors to the offices shall be done through the communication port through the security glass or in the lobby areas. In the event there is no one in the offices to receive phone calls, office phones will be forwarded to designated personnel, and the office door lock will be initiated remotely if no one is working at the front desks. Designated personnel will take messages and notify the appropriate staff member for whom the call was intended. Employees should use their cell phone's feature and mechanism to conceal their cell phone numbers on the receiver's end when returning calls.
7. Contractors may be allowed to enter restricted areas, which are beyond the lobby areas and point of entry to employee designated work areas, offices, and workstations, only if necessary and required to perform their duties. Contractors entering restricted areas will be required to wear facemasks/cloth coverings. Please contact the Executive Director if there is any uncertainty about contractors entering restricted areas.
8. Employee and Board meetings may be held by telephone or video conferencing, if possible. If employee and Board meetings are conducted in-person, attendance will be collected verbally or visually,

if possible. Attendees, employees, and Board members should avoid physical contact with others and should direct others to maintain personal space to at least six (6) feet, where possible. During any in-person Board meeting, all attendees will be encouraged to wear facemasks/cloth face coverings and maintain social distance. Employees must wear facemasks/cloth face coverings and maintain social distance (personal space at least (6) feet) while at in-person employee and Board meetings unless current protocols dictate otherwise.

9. Attendees at in-person meetings will be encouraged to wear facemasks/cloth face coverings where six (6) foot distancing cannot be consistently maintained or other circumstances exist making facemask/cloth face covering use essential. Employees must wear facemasks/cloth face coverings and maintain social distance (personal space at least (6) feet) while at in-person employee and Board meetings unless current protocols dictate otherwise.
10. Employees will be encouraged to stagger breaks and lunches, if practicable, to reduce the size of any group at any one time.
11. Employees should limit the use of coworkers' equipment or other tools. To the extent equipment or other tools must be shared, employees should clean and disinfect equipment or other tools before and after use. When cleaning and disinfecting equipment and other tools, consult manufacturing recommendations for proper cleaning techniques and restrictions.
12. CCDDR may restrict/prohibit employees from attending work-related events, meetings, or activities not sponsored by CCDDR should circumstances warrant.
13. Employees may work remotely, when possible, practical, and approved by their supervisor. **DO NOT BRING CHILDREN, FAMILY MEMBERS, OR OTHER VISITORS INTO THE WORKPLACE.** If possible, employees should use the employee-only entrance when entering and exiting the Camden office. CCDDR may implement staggered shifts for employee entry into and use of its offices and applicable portions of buildings should circumstances warrant.
14. Employees are encouraged to minimize ride sharing while performing CCDDR-related duties. While in vehicles, employees should ensure adequate ventilation and will be required to wear a facemask/cloth face covering when traveling with other employees unless current protocols dictate otherwise.
15. Employees should sanitize their work areas upon arrival, throughout the workday, and upon departure.
16. Employees should sanitize their hands before starting and after completing their workday. Employees should also sanitize their hands periodically throughout the workday, whenever warranted and appropriate.
17. In-person contact with clients not established or defined in DDD guidance or directives for conducting Support Coordination duties (including, but not limited to, transporting clients) must be approved by the TCM Supervisor or Executive Director. Approval will be reserved to **EMERGENCY CIRCUMSTANCES ONLY**. If clients indicate they may be sick, please have them contact the appropriate health care professional(s), provider(s), caregiver(s), or EMS. Employees may assist them remotely in contacting the appropriate providers/caregivers or EMS.

Exposure Situations

Employee Exhibits COVID-19 Symptoms

If an employee exhibits COVID-19 symptoms, the employee must leave the workplace immediately if at work when the employee first experiences symptoms or stay at home if the employee first experiences symptoms outside of the workplace.

An employee experiencing COVID-19 symptoms may work remotely (if possible) and may return to work when:

- At least 10 days have passed since the onset of symptoms;
- At least 24 hours have passed with no fever without the use of fever-reducing medication; and
- Other symptoms of COVID-19 are improving (the loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation)

Employees may be required to be tested and/or provide CCDDR with appropriate documentation from their medical provider before returning to the office. If an employee receives a negative COVID-19 diagnostic test and wishes to return to work before 10 days have passed since the onset of symptoms, the employee must provide CCDDR with appropriate documentation regarding negative test results.

Employee Tests Positive for COVID-19

An employee who tests positive for COVID-19 will be directed to stay at home and work remotely, if possible. Employees who test positive and are directed to care for themselves at home may return to work when:

- At least 10 days have passed since the employee's positive test;
- At least 24 hours have passed since last fever without the use of fever-reducing medications; and
- CCDDR is provided appropriate documentation from the medical provider confirming it has been at least 10 days since the employee's positive test

If an employee has tested positive, CCDDR will conduct an investigation to identify co-workers and work-related third parties who may have been in close contact with the confirmed-positive employee in the prior two (2) days and may direct those employees who were in close contact with the confirmed-positive employee to work remotely for 14 days from the last date of close contact with that employee and monitor their symptoms. If applicable, CCDDR will also notify any contractors, vendors/suppliers, visitors, or clients/client families who may have been in close contact with the confirmed-positive employee.

The Centers for Disease Prevention and Control ("CDC") have stated that some individuals who test positive for COVID-19 may remain infectious longer than 10 days. Specifically, the CDC has advised that those who test positive for COVID-19 and: (1) who experience more severe illness and symptoms; or (2) who are severely immunocompromised, may be contagious for longer than those who tested positive for COVID-19 but experience mild symptoms and/or who are not immunocompromised.

Employees who test positive for COVID-19 and who: (1) experience severe COVID-19 symptoms; or (2) have a medical condition that renders them severely immunocompromised, should contact CCDDR's Human Resource Officer or Executive Director to discuss safely returning to work and potential accommodations that may be available to them.

Employees who test positive and have been hospitalized may return to work when directed to do so by their medical care provider. CCDDR must be provided the appropriate documentation from the medical care provider before returning to work.

Potential Exposure: Employee Has Close Contact with an Individual Who Tested Positive for COVID-19

Any employee who learns that he or she may have come into close contact with an individual who has tested positive for COVID-19 (a “Potential Exposure”) must alert a manager or supervisor. Employees who have a Potential Exposure (co-worker or otherwise) will be directed to work remotely, if possible. Employees who have a Potential Exposure are directed to monitor their symptoms at home and may return to work when:

- If the employee does not undergo a diagnostic test, then:
 - At least 10 days have passed since the Potential Exposure; and
 - The employee has not developed any symptoms consistent with COVID-19.
- If an employee does undergo a diagnostic test, then:
 - The employee takes the diagnostic test no sooner than 5 days after the Potential Exposure;
 - The employee receives a negative test result;
 - At least 7 days have passed since the employee’s Potential Exposure; and
 - The employee has not developed any symptoms consistent with COVID-19.

Employees with a Potential Exposure must continue to monitor their symptoms for 14 days after the Potential Exposure, regardless of whether or not the employee received a negative test result. If an employee develops symptoms and/or tests positive after a Potential Exposure, then the isolation procedures applicable to those with symptoms and/or who test positive will apply to that employee. An employee must immediately report any symptoms her or she experiences after a Potential Exposure to Human Resources. Additionally, employees with a Potential Exposure must continue to adhere to social distancing and mask protocols for 14 days after the Potential Exposure.

Close contact is defined by the CDC as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more in a 24-hour period starting from 2 days before illness onset (or, for asymptomatic people, 2 days prior to the positive specimen collection) until the time the infected person meets the criteria for discontinuing home isolation. The CDC provides the following examples of “close contacts”:

- You provided care at home to someone who is sick with COVID-19;
- You had direct physical contact with someone who is sick with COVID-19 (hugged or kissed them);
- You shared eating or drinking utensils with someone who is sick with COVID-19; or
- Someone who is sick with COVID-19 sneezed, coughed, or somehow got respiratory droplets on you.

Employees may refer to applicable CCDDR FMLA, Paid-Time-Off, or other Leave of Absence Policies if unable to work remotely.

Confidentiality/Privacy

Except for circumstances in which CCDDR is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed an unnamed employee has tested positive will be kept to the minimum needed to comply with reporting requirements and to limit the potential for transmission to others. CCDDR reserves the right to

inform other employees an unnamed co-worker has been diagnosed with COVID-19 if the other employees might have been exposed to the disease so the employees may take measures to protect their own health. CCDDR also reserves the right to inform contractors, vendors/suppliers, visitors, or clients/client families an unnamed employee has been diagnosed with COVID-19 if they might have been exposed to the disease so those individuals may take measures to protect their own health.

This COVID-19 Plan shall remain in full effect until rescinded or revised by the CCDDR Board of Directors. However, should the CDC or any other local, state, or federal regulatory entity issue revised guidance or recommendations regarding COVID-19, the Executive Director may revise this Plan, and any such revisions will take immediate effect until the Board is able to take action to formally modify and adopt any changes in this Plan at its next regularly scheduled Board meeting.