



September 12th, 2023

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

Open Session Board Meeting

Agenda

Camden County Senate Bill 40 Board
DBA Camden County Developmental Disability Resources (CCDDR)
100 Third Street
Camdenton, MO 65020

Tentative Agenda for Open Session Board Meeting on September 12th, 2023, 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=m459673f4de7194087b5491fbbf5dc4fb>

To Join by Phone: 1-415-655-0001
Meeting Number (Access Code): 2550 672 6736
Meeting Password: 72452367

Call to Order/Roll Call

Approval of Agenda

Approval of Open Session Board Meeting Minutes for August 8th, 2023

Acknowledgement of Distributed Materials to Board Members

- June & July 2023 I Wonder Y Preschool (IWYP) Monthly Reports
- July 2023 Children's Learning Center (CLC) Monthly Report
- July 2023 Lake Area Industries (LAI) Monthly Report
- Performance Improvement Plan 2022
- July 2023 Support Coordination Report
- July 2023 Agency Economic Report
- July Credit Card Statement
- Resolutions 2023-19, 2023-20, & 2023-21

Speakers/Special Guests/Announcements

- NONE

Monthly Oral Reports

- IWYP
- CLC
- LAI
- Missouri Association of County Developmental Disabilities Services

Old Business for Discussion

- Osage Beach Office (Updates)
- Board Member Removal Process (Updates)

New Business for Discussion

- NONE

CCDDR Reports

- Performance Improvement Plan 2022
- July 2023 Support Coordination Report
- July 2023 Agency Economic Report

July 2023 Credit Card Statements

Discussion & Conclusion of Resolutions

1. Resolution 2023-19: Approval of Amended Cultural Competency & Diversity Plan
2. Resolution 2023-20: Approval of Amended Policy 19
3. Resolution 2023-21: Approval of Amended Policy 42

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

The news media 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

August 8th, 2023
Open Session Minutes

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES

Open Session Minutes of August 8th, 2023

Members Present Elizabeth Perkins, Kym Jones, Nancy Hayes, Dr. Vicki McNamara, Ro Witt

Members Absent Brian Willey, Angela St. Joan, Paul DiBello, Angela Sellers

Others Present Ed Thomas, Executive Director

Guests Present Adrienne Anderson, Megan Thurman (CLC)
Natalie Couch (LAI)
Linda Simms, Jeanna Booth, Lori Cornwell, Rachel Baskerville (CCDDR)

Approval of Agenda

Motion by Nancy Hayes, second Ro Witt to approve the agenda as presented.

AYE: Elizabeth Perkins, Kym Jones, Nancy Hayes, Dr. Vicki McNamara, Ro Witt

NO: None

ABSTAIN: None

Motion carries.

Approval of Open Session Board Meeting Minutes for July 20th, 2023

Motion by Nancy Hayes, second by Ro Witt, to approve the Open Session Board Meeting Minutes for July 20th, 2023, as presented.

AYE: Kym Jones, Nancy Hayes, Ro Witt

NO: None

ABSTAIN: Dr. Vicki McNamara & Elizabeth Perkins because they were not present at the July 20th meeting.

Motion carries.

Approval of Closed Session Board Meeting Minutes for July 20th, 2023

Motion by Ro Witt, second Kym Jones, to approve the Open Session Board Meeting Minutes for July 20th, 2023, as presented.

AYE: Kym Jones, Nancy Hayes, Ro Witt

NO: None

ABSTAIN: Dr. Vicki McNamara & Elizabeth Perkins because they were not present at the July 20th meeting.

Motion carries.

Acknowledgement of Distributed Materials to Board Members

- June 2023 Children's Learning Center (CLC) Monthly Report
- June 2023 Lake Area Industries (LAI) Monthly Report
- June 2023 Support Coordination Report
- June 2023 Agency Economic Report
- June 2023 Credit Card Statement

Speakers/Special Guests/Announcements

None

Monthly Oral Reports

Children's Learning Center (CLC) Adrienne Anderson

Step Ahead currently has 38 children enrolled or enrolling for the coming school year. There are 27 children with developmental disabilities. There are 6 children receiving 1-on-1 services and 13 receiving day habilitation services. CLC will have a teacher work week next week and is receiving a Daybreak Rotary grant this Thursday. Enrollment has been up from previous years.

Lake Area Industries (LAI) Natalie Couch

Business at LAI picked up after July. A load of paper and cardboard is going out this month. The offsite crew working at Laurie Care Center is up to 6 people. LAI also received a Rotary grant. Staff will be helping with a food drive and the Shootout. There will be an open house and 40th anniversary celebration on October 5th from 10:00 am to 2:00 pm.

Missouri Association of County Developmental Disability Services Ed Thomas

There has been some clarification on the MAAS and a bridge plan is in the works. The ConneXion software launch has been delayed again.

Old Business for Discussion

Osage Beach Office (Updates)

Jeffrey Harrison from Lake Regional reached out and negotiations almost completed. Ed is proposing Lake Regional cover the cost of storage facility rent and relocation costs including IT and phone technician costs. CCDDR has procured 3 storage units in preparation for the move. The initial request is for \$8,567.34. The move-out date is September 30th.

Keystone Renovations (Updates)

The architect is reviewing final draft drawings/plans with engineers so that final renovation plans can be identified in a scope of work. RFPs will be likely be published this fall with construction likely beginning around the first of the year.

New Business for Discussion

Board Member Removal Process

Ed notified Brian Willey via email and text but did not get a response. He will also send a letter notifying him of a Board Member Removal Hearing.

Motion by Nancy Hayes, second Dr. Vicki McNamara to begin the Board member removal process and schedule the Board Member Removal Hearing for the October Board meeting.

AYE: Elizabeth Perkins, Kym Jones, Nancy Hayes, Dr. Vicki McNamara, Ro Witt

NO: None

ABSTAIN: None

Motion carries.

CCDDR Reports

June 2023 Support Coordination Report

CCDDR closed in June with 326 clients. Medicaid eligibility is at 89.88% and Medicaid claims paid is at 98.9%.

June 2023 Agency Economic Report

Income was slightly higher than expected and expenses were lower on both the SB 40 Tax and Services. There were overages in some Services expense areas, but spending was lower in others; therefore, overall costs leveled out.

Motion by Kym Jones, second Nancy Hayes, to approve all reports as presented.

AYE: Elizabeth Perkins, Kym Jones, Nancy Hayes, Dr. Vicki McNamara, Ro Witt

NO: None

ABSTAIN: None

Motion carries.

June 2023 Credit Card Statement

No Questions and a vote not necessary.

Open Discussion

None

Public Comment

None

Adjournment of Open Session

Motion by Ro Witt, second Kym Jones, to adjourn open session.

AYE: Elizabeth Perkins, Kym Jones, Nancy Hayes, Dr. Vicki McNamara, Ro Witt

NO: None

ABSTAIN: None

Motion carries.

The Open Session Board meeting was adjourned.

Board Chairperson/Other Board Member

Secretary/Other Board Member

IWYP June Reports

Narrative:

I Wonder Y Preschool and WAVE Childcare are not for profit, 501(c)3 Missouri Methodist supported children's programs dedicated to providing exceptional care to children 3 to 12 years of age. Highly qualified staff provide gentle and loving support to children with the primary goal of aiding each child to reach their fullest potential. Independently created curriculum incorporates a skill set geared toward individual goals and is focused on reaching physical, mental, and spiritual growth in a safe environment. I Wonder Y Preschool and WAVE Childcare are housed by Camdenton United Methodist Church and gladly accepts subsidized payments to help support family needs. All child care programs strive to create an environment that is inclusive to the needs of each child while fostering a love of learning and friendships. Inquiries into the various outreach programs supported by Camdenton United Methodist can be made by calling 573-346-5350 or visiting our website at CamUMC.org.

CamUMC I Wonder Y Preschool
Cash Flow Statement: June 2023

Inflow:	YTD Jan-Jun 2023	
Tuitions:	\$ 9596.99	\$ 59376.89
Donations:	\$ 300.00	\$ 1700.00
DSS:	\$ 2319.63	\$ 8369.79
CCDDR:	\$ 2935.05	\$ 6849.62
CACFP:	\$ 1010.94	\$ 5211.63
Total Income:	\$ 16162.61	\$ 81507.93
Outflow:		
Staff Expenses:	\$ 9641.16	\$ 37111.51
Food:	\$ 2416.13	\$ 9250.73
Supplies:	\$ 397.28	\$ 3883.22
Misc Expenses: (printer, shared utilities)	\$ 350.00	\$ 2100.00
Total Expenses:	\$ 12804.57	\$ 52346.01
Total cash in =	\$ 16162.61	\$ 81507.93
Total cash out =	\$ 12804.57	\$ 52346.01
Total profit =	\$ 3358.04	\$ 29161.92
Net liquidity =	\$ 14852.00	\$ 14852.00
Net Assets =	\$ 275439.00	\$ 275439.00
Net liabilities =	\$ 7996.06	\$ 7996.06
Net equity=	\$ 6855.94	\$ 6855.94
Shareholders equity =	\$ 275439.00	\$ 275439.00

CamUMC currently offers support through several children and youth programs. The current attendance numbers are:

14 I Wonder Y Preschoolers

42 WAVE After-School Care (Elementary Age)

(CURRENTLY PAUSED UNTIL AUG 2023) CamUMC J-Force (Youth- Elementary Age)

21 CamUMCYF (Youth- Junior High and High School Age)

Currently, one participant qualifies for CCDDR assistance for one-on-one care. This child received approximately 9.5 hours per day during the month of June (avg attendance was 5.0 days per week, with an increase in hours after May 24th or the last day of public school and the first day of full time summer attendance).

Important events include:

08/04/2023: Looking Cool for Back to School event

08/22/2023: Regular school calendar hours resume

Youth meetings are held every other week during the summer months and include special outings.

Preschool and All Day School care is offered every Monday - Friday (Holidays excluded) during summer months.

IWYP July Reports

Narrative:

I Wonder Y Preschool and WAVE Childcare are not for profit, 501(c)3 Missouri Methodist supported children's programs dedicated to providing exceptional care to children 3 to 12 years of age. Highly qualified staff provide gentle and loving support to children with the primary goal of aiding each child to reach their fullest potential. Independently created curriculum incorporates a skill set geared toward individual goals and is focused on reaching physical, mental, and spiritual growth in a safe environment. I Wonder Y Preschool and WAVE Childcare are housed by Camdenton United Methodist Church and gladly accepts subsidized payments to help support family needs. All child care programs strive to create an environment that is inclusive to the needs of each child while fostering a love of learning and friendships. Inquiries into the various outreach programs supported by Camdenton United Methodist can be made by calling 573-346-5350 or visiting our website at CamUMC.org.

CamUMC I Wonder Y Preschool
Cash Flow Statement: July 2023

Inflow:	YTD Jan-July 2023	
Tuitions:	\$ 13620.27	\$ 72997.16
Donations:	\$ 400.00	\$ 2100.00
DSS:	\$ 2285.19	\$ 10654.98
CCDDR:	\$ 3444.55	\$ 10294.17
CACFP:	\$ 817.00	\$ 6028.63
Total Income:	\$ 20567.01	\$ 102074.94
Outflow:		
Staff Expenses:	\$ 9542.00	\$ 46653.51
Food:	\$ 2083.35	\$ 11334.08
Supplies:	\$ 811.36	\$ 4694.58
Misc Expenses: (printer, shared utilities)	\$ 350.00	\$ 2450.00
Total Expenses:	\$ 12786.71	\$ 65132.72
Total cash in =	\$ 20567.01	\$ 102074.94
Total cash out =	\$ 12786.71	\$ 65132.72
Total profit =	\$ 7780.30	\$ 36942.22
Net liquidity =	\$ 14852.00	\$ 14852.00
Net Assets =	\$ 275439.00	\$ 275439.00
Net liabilities =	\$ 7996.06	\$ 7996.06
Net equity=	\$ 6855.94	\$ 6855.94
Shareholders equity =	\$ 275439.00	\$ 275439.00

CamUMC currently offers support through several children and youth programs. The current attendance numbers are:

21 I Wonder Y Preschoolers

28 WAVE After-School Care (Elementary Age)

(CURRENTLY PAUSED UNTIL Sept 2023) CamUMC J-Force (Youth- Elementary Age)

11 CamUMCYF (Youth- Junior High and High School Age)

Currently, two participants qualify for CCDDR assistance for one-on-one care.

Important events include:

Youth meetings are held every other week during the summer months and include special outings.

Preschool and All Day School care is offered every Monday - Friday (Holidays excluded) during summer months.

CLC July Reports



**SB40/CCDDR Funding Request
for
September 2023**

Utilizing July/August 2023 Records

CHILDREN'S LEARNING CENTER
AGENCY UPDATE/PROGRESS REPORT
August 29, 2023

○ **CHILD COUNT/ATTENDANCE**

The Step Ahead program has 32 children enrolled. A few anticipated children did not end up starting for the new school year.

24 out of 32 children enrolled currently have special needs or developmental delays.

For this school year, we have 3 one on one children after school, 3 one on one children in attendance full time, 1 one on one part time, 13 day habilitation children with varying schedules.

○ **COMMUNITY EVENTS**

Attending:

- Adrienne will be attending part three of Social Emotional Learning training in September.
- Adrienne and Megan are participating in MO-SECA – Missouri Supporting Early Childhood Administrators to set and complete goals.

Current / Upcoming:

○ **GENERAL PROGRAM NEWS**

- CLC is still looking for new providers (SLP, OT, PT, SI) to join our First Steps Agency.
- We are completing accreditation, licensing, and subsidy renewals.

○ **GRANTS/FUNDRAISERS**

- We are still applying for the many grants available.

CHILDREN'S LEARNING CENTER

Statement of Activity

July 2023

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Revenue					
40000 INCOME					\$0.00
41000 Contributions & Grants					\$0.00
41200 Camden County SB40	1,490.31		23,875.04		\$25,365.35
Total 41000 Contributions & Grants	1,490.31		23,875.04		\$25,365.35
42000 Program Services					\$0.00
42100 First Steps					\$0.00
42130 Natural Environment Mileage	241.18				\$241.18
42150 Physical Therapy	1,535.00				\$1,535.00
42170 Speech/Language Therapy	1,445.00				\$1,445.00
Total 42100 First Steps	3,221.18				\$3,221.18
Total 42000 Program Services	3,221.18				\$3,221.18
43000 Tuition					\$0.00
43100 Dining			90.00		\$90.00
43500 Tuition			2,080.55		\$2,080.55
Total 43000 Tuition			2,170.55		\$2,170.55
45000 Other Revenue					\$0.00
45300 Donation Income					\$0.00
45310 Donations		1,000.00	75.00		\$1,075.00
Total 45300 Donation Income		1,000.00	75.00		\$1,075.00
Total 45000 Other Revenue		1,000.00	75.00		\$1,075.00
Total 40000 INCOME	4,711.49	1,000.00	26,120.59		\$31,832.08
Total Revenue	\$4,711.49	\$1,000.00	\$26,120.59	\$0.00	\$31,832.08
GROSS PROFIT	\$4,711.49	\$1,000.00	\$26,120.59	\$0.00	\$31,832.08
Expenditures					
50000 EXPENDITURES					\$0.00
51000 Payroll Expenditures					\$0.00
51100 Employee Salaries			13,930.13		\$13,930.13
51400 Employee Retirement		90.00	90.00		\$180.00
51500 Employee Taxes			1,119.78		\$1,119.78
Total 51000 Payroll Expenditures		90.00	15,139.91		\$15,229.91
54000 Fundraising/Grants			3,500.00		\$3,500.00
56000 Office Expenditures					\$0.00
56300 Office Supplies		195.33			\$195.33
56400 Postage & Delivery			132.00		\$132.00
Total 56000 Office Expenditures		195.33	132.00		\$327.33
57000 Office/General Administrative Expenditures		147.94			\$147.94
57160 QuickBooks Payments Fees		210.00			\$210.00
57200 Bank Charges			9.95		\$9.95
57400 Child Management Software		35.00			\$35.00
57600 License/Accreditation/Permit Fees		35.00	475.00		\$510.00
57700 Membership/Association Dues		139.00			\$139.00

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Total 57000 Office/General Administrative Expenditures		566.94	484.95		\$1,051.89
58000 Operating Supplies					\$0.00
58100 Classroom Consumables			93.64		\$93.64
58200 Dining			1,668.84		\$1,668.84
58400 Sanitizing		107.24	52.80		\$160.04
Total 58000 Operating Supplies		107.24	1,815.28		\$1,922.52
59000 Program Service Fees					\$0.00
59100 First Steps					\$0.00
59130 Natural Environment Mileage	241.18				\$241.18
59150 Physical Therapy	415.00				\$415.00
59170 Speech/Language Therapy	1,508.75				\$1,508.75
Total 59100 First Steps	2,164.93				\$2,164.93
Total 59000 Program Service Fees	2,164.93				\$2,164.93
61000 Repair & Maintenance		1,883.08			\$1,883.08
62000 Safety & Security		83.50	29.00		\$112.50
63000 Utilities			5.00		\$5.00
63100 Electric		317.60			\$317.60
63200 Internet	12.99		51.99		\$64.98
63300 Telephone	22.99		91.98		\$114.97
63400 Trash Service		39.91			\$39.91
63500 Water Softener		120.25			\$120.25
Total 63000 Utilities	35.98	477.76	148.97		\$662.71
Total 50000 EXPENDITURES	2,200.91	3,403.85	21,250.11		\$26,854.87
Payroll Expenses					\$0.00
Company Contributions					\$0.00
Retirement			45.00		\$45.00
Total Company Contributions			45.00		\$45.00
Total Payroll Expenses			45.00		\$45.00
Expenditures			0.00		\$0.00
Total Expenditures	\$2,200.91	\$3,403.85	\$21,295.11	\$0.00	\$26,899.87
NET OPERATING REVENUE	\$2,510.58	\$ -2,403.85	\$4,825.48	\$0.00	\$4,932.21
NET REVENUE	\$2,510.58	\$ -2,403.85	\$4,825.48	\$0.00	\$4,932.21

CHILDREN'S LEARNING CENTER

Statement of Activity

January 1 - August 29, 2023

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Revenue					
40000 INCOME					\$0.00
41000 Contributions & Grants					\$0.00
41100 CACFP			9,281.70		\$9,281.70
41200 Camden County SB40	9,866.88		150,550.92		\$160,417.80
41400 United Way Grant			5,700.00		\$5,700.00
41500 Misc. Grant Revenue		250.00	9,750.00		\$10,000.00
41700 Child Care Relief Expansion			71,619.55		\$71,619.55
Total 41000 Contributions & Grants	9,866.88	250.00	246,902.17		\$257,019.05
41800 ARPA Staff Retention			19,250.00		\$19,250.00
42000 Program Services					\$0.00
42100 First Steps					\$0.00
42130 Natural Environment Mileage	2,489.09				\$2,489.09
42150 Physical Therapy	10,300.00				\$10,300.00
42170 Speech/Language Therapy	10,785.00		1,270.00		\$12,055.00
Total 42100 First Steps	23,574.09		1,270.00		\$24,844.09
Total 42000 Program Services	23,574.09		1,270.00		\$24,844.09
43000 Tuition					\$0.00
43100 Dining			710.00		\$710.00
43200 Enrollment Fees		150.00	150.00		\$300.00
43500 Tuition			12,875.00		\$12,875.00
43505 Subsidy Tuition			8,469.29		\$8,469.29
Total 43500 Tuition			21,344.29		\$21,344.29
Total 43000 Tuition		150.00	22,204.29		\$22,354.29
45000 Other Revenue			1,473.00		\$1,473.00
45200 Fundraising Income					\$0.00
45240 Scholastic, Inc.			12.94		\$12.94
45280 Pizza For A Purpose			7,211.60		\$7,211.60
45281 Pizza For A Purpose - Gun Raffle			20.00		\$20.00
Total 45280 Pizza For A Purpose			7,231.60		\$7,231.60
Total 45200 Fundraising Income			7,244.54		\$7,244.54
45300 Donation Income			321.83		\$321.83
45310 Donations			1,115.32		\$1,115.32
45311 CLC Scholarship Fund			-450.00		\$ -450.00
45312 Community Rewards		161.94	390.93		\$552.87
45314 Kiwanis Club Of Ozarks		1,000.00			\$1,000.00
45315 Bear Market		75.00	525.00		\$600.00
45316 Daybreak Rotary			2,500.00		\$2,500.00
45351 Community Foundation of the Lake			1,983.00		\$1,983.00
45353 Alley Cats - Santas Little Helpers			3,500.00		\$3,500.00
Total 45310 Donations		1,236.94	9,564.25		\$10,801.19
Total 45300 Donation Income		1,236.94	9,886.08		\$11,123.02
Total 45000 Other Revenue		1,236.94	18,603.62		\$19,840.56

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Total 40000 INCOME	33,440.97	1,636.94	308,230.08		\$343,307.99
Total Revenue	\$33,440.97	\$1,636.94	\$308,230.08	\$0.00	\$343,307.99
GROSS PROFIT	\$33,440.97	\$1,636.94	\$308,230.08	\$0.00	\$343,307.99
Expenditures					
50000 EXPENDITURES					\$0.00
51000 Payroll Expenditures					\$0.00
51100 Employee Salaries			175,614.03		\$175,614.03
51200 Background Check		18.87	15.55		\$34.42
51400 Employee Retirement		180.00	1,080.00		\$1,260.00
51500 Employee Taxes			14,247.54	0.00	\$14,247.54
51900 Workermans Comp Insurance			2,411.00		\$2,411.00
Total 51000 Payroll Expenditures		198.87	193,368.12	0.00	\$193,566.99
52000 Advertising/Promotional	101.94	963.99	619.96		\$1,685.89
53000 Equipment		179.48	2,619.71		\$2,799.19
54000 Fundraising/Grants			742.75		\$742.75
54100 Child Care Relief Expansion			50.81		\$50.81
54500 Misc. Grant			3,500.00		\$3,500.00
54510 United Way Grant			2,200.00		\$2,200.00
54700 Pizza For A Purpose			929.00		\$929.00
Total 54000 Fundraising/Grants			7,422.56		\$7,422.56
55000 Insurance					\$0.00
55200 Commercial General Liability			3,351.00		\$3,351.00
55500 Hired & Non-Owned Auto			52.00		\$52.00
55700 Crime Policy			558.00		\$558.00
Total 55000 Insurance			3,961.00		\$3,961.00
56000 Office Expenditures			41.39		\$41.39
56100 Copy Machine			4,139.05		\$4,139.05
56300 Office Supplies		506.60	510.96		\$1,017.56
56400 Postage & Delivery	15.12		197.26		\$212.38
Total 56000 Office Expenditures	15.12	506.60	4,888.66		\$5,410.38
57000 Office/General Administrative Expenditures		830.70	414.13		\$1,244.83
57100 Accounting Fees		3,000.00			\$3,000.00
57160 QuickBooks Payments Fees		415.82	1,359.58	24.37	\$1,799.77
57200 Bank Charges		9.95	69.65		\$79.60
57400 Child Management Software		70.00	175.00		\$245.00
57600 License/Accreditation/Permit Fees		35.00	600.00		\$635.00
57700 Membership/Association Dues		139.00	110.00		\$249.00
57900 Seminars/Training			499.00		\$499.00
Total 57000 Office/General Administrative Expenditures		4,500.47	3,227.36	24.37	\$7,752.20
58000 Operating Supplies					\$0.00
58100 Classroom Consumables		43.62	965.07		\$1,008.69
58200 Dining			11,641.60		\$11,641.60
58300 Pet			4.98		\$4.98
58400 Sanitizing		107.24	1,303.52		\$1,410.76
Total 58000 Operating Supplies		150.86	13,915.17		\$14,066.03
59000 Program Service Fees					\$0.00
59100 First Steps					\$0.00
59130 Natural Environment Mileage	4,204.97				\$4,204.97
59150 Physical Therapy	11,124.60				\$11,124.60

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
59170 Speech/Language Therapy	12,041.17				\$12,041.17
Total 59100 First Steps	27,370.74				\$27,370.74
Total 59000 Program Service Fees	27,370.74				\$27,370.74
61000 Repair & Maintenance		1,883.08	50.34		\$1,933.42
62000 Safety & Security	159.00	233.95	2,316.26		\$2,709.21
63000 Utilities	5.00		25.00		\$30.00
63100 Electric		670.75	2,551.66		\$3,222.41
63200 Internet	108.93		435.92		\$544.85
63300 Telephone	180.92		713.83		\$894.75
63400 Trash Service		79.82	239.46		\$319.28
63500 Water Softener		120.25	145.25		\$265.50
Total 63000 Utilities	294.85	870.82	4,111.12		\$5,276.79
Total 50000 EXPENDITURES	27,941.65	9,488.12	236,500.26	24.37	\$273,954.40
Payroll Expenses					\$0.00
Company Contributions					\$0.00
Retirement			675.00		\$675.00
Total Company Contributions			675.00		\$675.00
Total Payroll Expenses			675.00		\$675.00
Reimbursements			716.40		\$716.40
xpenditures			0.00		\$0.00
Total Expenditures	\$27,941.65	\$9,488.12	\$237,891.66	\$24.37	\$275,345.80
NET OPERATING REVENUE	\$5,499.32	\$ -7,851.18	\$70,338.42	\$ -24.37	\$67,962.19
NET REVENUE	\$5,499.32	\$ -7,851.18	\$70,338.42	\$ -24.37	\$67,962.19

CHILDREN'S LEARNING CENTER

Statement of Cash Flows

July 2023

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	4,932.21
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable (A/R)	-930.00
Accounts Payable (A/P)	-5,255.61
21000 CBOLO MasterCard -8027	390.55
21200 Kroger-DS1634 CLC	1,696.14
22300 Payroll Liabilities:Federal Taxes (941/944)	-2,796.77
22400 Payroll Liabilities:MO Income Tax	-1,007.00
22500 Payroll Liabilities:MO Unemployment Tax	-248.82
Direct Deposit Payable	0.00
Payroll Liabilities:Ascensus	90.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-8,061.51
Net cash provided by operating activities	\$ -3,129.30
NET CASH INCREASE FOR PERIOD	\$ -3,129.30
Cash at beginning of period	137,518.05
CASH AT END OF PERIOD	\$134,388.75

CHILDREN'S LEARNING CENTER

Statement of Cash Flows

January 1 - August 29, 2023

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	67,962.19
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable (A/R)	600.00
Accounts Payable (A/P)	-24.00
21000 CBOLO MasterCard -8027	-5,055.60
21200 Kroger-DS1634 CLC	-865.56
22300 Payroll Liabilities:Federal Taxes (941/944)	-1,711.55
22400 Payroll Liabilities:MO Income Tax	-108.00
22500 Payroll Liabilities:MO Unemployment Tax	-31.38
Direct Deposit Payable	0.00
Payroll Liabilities:Ascensus	1,350.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-5,846.09
Net cash provided by operating activities	\$62,116.10
NET CASH INCREASE FOR PERIOD	\$62,116.10
Cash at beginning of period	69,686.97
CASH AT END OF PERIOD	\$131,803.07

CHILDREN'S LEARNING CENTER

Statement of Financial Position

As of August 29, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11000 CBOLO Checking	131,803.07
Total Bank Accounts	\$131,803.07
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
14000 Undeposited Funds	0.00
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	\$7,207.27
Total Current Assets	\$139,010.34
TOTAL ASSETS	\$139,010.34
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	3,503.14
21200 Kroger-DS1634 CLC	0.00
Total Credit Cards	\$3,503.14
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	-2,515.48
22500 MO Unemployment Tax	-910.07
22600 Primevest Financial	448.19
Aflac	8,859.15
Alera	9,354.60
Ascensus	14,835.00
Globe Life - After Tax	147.81
Globe Life - After Tax Life Insurance Children	157.08
Globe Life Accidental Insurance - Pre-Tax Insurance	903.09

	TOTAL
Globe Life After Tax	113.52
Health Care (United HealthCare)	821.87
US Department of Education	1,115.65
Total 22000 Payroll Liabilities	30,420.90
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$30,420.90
Total Current Liabilities	\$33,924.04
Total Liabilities	\$33,924.04
Equity	
30000 Opening Balance Equity	13,816.12
Retained Earnings	23,307.99
Net Revenue	67,962.19
Total Equity	\$105,086.30
TOTAL LIABILITIES AND EQUITY	\$139,010.34

CHILDREN'S LEARNING CENTER

A/P Aging Summary

As of July 31, 2023

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Bankcard Services	599.10					\$599.10
GFL Environmental	39.91					\$39.91
Laclede Electric Cooperative	317.60					\$317.60
Lindyspring Systems of Lake Ozark	24.00					\$24.00
Missouri Accreditation	475.00					\$475.00
TOTAL	\$1,455.61	\$0.00	\$0.00	\$0.00	\$0.00	\$1,455.61

CHILDREN'S LEARNING CENTER

A/P Aging Summary


As of August 29, 2023

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
TOTAL						\$0.00

CHILDREN'S LEARNING CENTER

A/R Aging Summary

As of July 31, 2023

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
		600.00				\$600.00
TOTAL	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00

CHILDREN'S LEARNING CENTER

A/R Aging Summary

As of August 29, 2023

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
TOTAL						\$0.00

LAI July Reports



Monthly Financial Reports

Lake Area Industries, Inc.

JULY 31, 2023

Lake Area Industries, Inc.
Balance Sheet Comparison

	As of Jul 31, 2023	Jul 31, 2022 (PY)
ASSETS		
Current Assets		
Total Bank Accounts	110,288	774,176
Total Accounts Receivable	42,093	70,802
Other Current Assets		
Certificates of Deposit	1,005,360	204,210
Community Foundation of the Ozarks Agency Partner Account	1,670	1,630
GIFTED GARDEN CASH	500	500
INVENTORY	13,091	16,221
PETTY CASH	150	150
Undeposited Funds	0	5,458
Total Other Current Assets	1,020,771	228,170
Total Current Assets	1,173,152	1,073,148
Fixed Assets		
ACCUMULATED DEPRECIATION	(822,116)	(789,641)
AUTO AND TRUCK	206,267	136,714
BUILDING	399,872	399,872
FURN & FIX ORIGINAL VALUE	19,284	19,284
GH RETAIL STORE	16,505	16,505
GREENHOUSE EQUIPMENT	3,769	2,870
LAND	33,324	33,324
LAND IMPROVEMENT	119,202	119,202
MACHINERY & EQIPMENT	236,730	226,548
OFFICE EQUIPMENT	8,057	5,173
Sewer Equipment	19,354	19,354
SHREDDING EQUIPMENT	45,572	45,572
Total Fixed Assets	285,819	234,775
Other Assets		
CURRENT CAPITAL IMPROVEMENT	89,964	10,190
UTILITY DEPOSITS	554	554
Total Other Assets	90,518	10,744
TOTAL ASSETS	1,549,489	1,318,667
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Total Accounts Payable	3,128	9,117
Total Credit Cards	1,684	2,241
Other Current Liabilities		
ACCRUED WAGES	7,631	0
AFLAC DEDUCTIONS PAYABLE	136	163
Gift Certificate Payable	0	148
Rock Sales @ 75%	91	0
Total Other Current Liabilities	7,858	311
Total Current Liabilities	12,670	11,669
Total Liabilities	12,670	11,669
Equity		
Unrestricted Net Assets	1,338,435	1,245,680
Net Income	198,384	61,318
Total Equity	1,536,819	1,306,998
TOTAL LIABILITIES AND EQUITY	1,549,489	1,318,667

Certificates of Deposit

2023 09.30 CD Central Bank 4.78%	125,000.00
2023 10.22 CD OakStar - 3.25%	26,519.45
2024 01.06 CD OakStar - 4.05%	26,289.71
2024 01.08 CD- Heritage - 4.184%	252,550.52
2024 05.01 CD Edward Jones - 5.3%	75,000.00
2024 10.07 CD Edward Jones - 5% #1	125,000.00
2024 10.07 CD Edward Jones - 5% #2	125,000.00
2024 10.15 CD Edward Jones - 4.75%	7,000.00
2025 04.07 CD Edward Jones - 4.9% #1	118,000.00
2025 04.07 CD Edward Jones - 4.9% #2	118,000.00
2025 04.14 CD Edward Jones - 4.7%	7,000.00
Total Certificates of Deposit	\$ 1,005,359.68

Lake Area Industries, Inc.
Budget vs. Actuals

	Jul 2023			Total		
	Actual	Budget	over Budget	Actual	Budget	over Budget
Income						
CONTRACT PACKAGING	11,447	15,251	(3,803)	158,884	106,755	52,129
DOCUMENT SHREDDING	3,295	5,083	(1,788)	26,707	35,583	(8,877)
FOAM RECYCLING	72		72	4,028	0	4,028
GREENHOUSE SALES		0	0	58,897	50,288	8,608
OFF-SITE WORK	4,226	10,290	(6,064)	27,853	72,030	(44,177)
Total Income	19,041	30,624	(11,583)	276,368	264,656	11,711
Cost of Goods Sold						
CONTRACT LABOR			0	2,604	0	2,604
Cost of Goods Sold	1,635	958	677	7,339	6,708	631
GG PLANTS & SUPPLIES		0	0	34,771	27,642	7,129
SHIPPING AND DELIVERY		0	0	4,636	4,766	(130)
WAGES - TEMPORARY WORKERS		0	0	0	2,025	(2,025)
WAGES-EMPLOYEES	19,120	24,059	(4,939)	144,403	170,215	(25,812)
Total Cost of Goods Sold	20,755	25,018	(4,263)	193,753	211,356	(17,603)
Gross Profit	(1,714)	5,606	(7,320)	82,615	53,300	29,315
Expenses						
ACCTG. & AUDIT FEES		0	0	10,525	9,750	775
ALL OTHER EXPENSES	1,750	2,685	(935)	12,868	13,067	(199)
Bus Fare		208	(208)	1,092	1,458	(367)
CASH OVER/SHORT			0	(13)	0	(13)
EQUIP. PURCHASES & MAINTENANCE	3,128	4,872	(1,743)	25,260	36,532	(11,272)
INSURANCE	2,026	2,185	(159)	14,847	15,293	(447)
NON MANUFACTURING SUPPLIES		158	(158)	1,099	1,152	(53)
PAYROLL	19,256	22,656	(3,400)	134,921	158,592	(23,671)
PAYROLL EXP & BENEFITS	8,141	9,563	(1,422)	58,151	66,940	(8,789)
PROFESSIONAL SERVICES	1,437	1,615	(177)	9,918	11,303	(1,385)
UTILITIES	1,109	1,363	(254)	11,758	11,232	526
Total Expenses	36,848	45,305	(8,457)	280,426	325,321	(44,894)
Net Operating Income	(38,562)	(39,699)	1,137	(197,812)	(272,021)	74,209
Other Income						
INTEREST INCOME	945	331	614	5,960	2,467	3,494
MISCELLANEOUS INCOME	6		6	599	0	599
OTHER CONTRIBUTIONS			0	19,595	0	19,595
SB-40 REVENUE	13,332	16,678	(3,347)	220,812	118,543	102,270
STATE AID	21,570	22,563	(994)	149,229	160,428	(11,199)
Total Other Income	35,852	39,572	(3,720)	396,195	281,437	114,758
Other Expenses						
ALLOCATION NON OPERATING EXPENSES	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Net Other Income	35,852	39,572	(3,720)	396,195	281,437	114,758
Net Income	(2,711)	(127)	(2,584)	198,384	9,416	188,967

Lake Area Industries, Inc.
Profit and Loss

	Jul 2023	YTD
Income		
CONTRACT PACKAGING	11,447	158,884
DOCUMENT SHREDDING	3,295	26,707
FOAM RECYCLING	72	4,028
GREENHOUSE SALES		58,897
OFF-SITE WORK	4,226	27,853
Total Income	19,041	276,368
Cost of Goods Sold		
CONTRACT LABOR		2,604
Cost of Goods Sold	1,635	7,339
GG PLANTS & SUPPLIES		34,771
SHIPPING AND DELIVERY		4,636
WAGES-EMPLOYEES	19,120	144,403
Total Cost of Goods Sold	20,755	193,753
Gross Profit	(1,714)	82,615
Expenses		
ACCTG. & AUDIT FEES		10,525
ALL OTHER EXPENSES	1,750	12,868
Bus Fare		1,092
CASH OVER/SHORT		(13)
EQUIP. PURCHASES & MAINTENANCE	3,128	25,260
INSURANCE	2,026	14,847
NON MANUFACTURING SUPPLIES		1,099
PAYROLL	19,256	134,921
PAYROLL EXP & BENEFITS	8,141	58,151
PROFESSIONAL SERVICES	1,437	9,918
UTILITIES	1,109	11,758
Total Expenses	36,848	280,426
Net Operating Income	(38,562)	(197,812)
Other Income		
INTEREST INCOME	945	5,960
MISCELLANEOUS INCOME	6	599
OTHER CONTRIBUTIONS		19,595
SB-40 REVENUE	13,332	220,812
STATE AID	21,570	149,229
Total Other Income	35,852	396,195
Other Expenses		
ALLOCATION NON OPERATING EXPENSES	0	0
Total Other Expenses	0	0
Net Other Income	35,852	396,195
Net Income	(2,711)	198,384

Lake Area Industries, Inc.
Statement of Cash Flows
YTD

	Total
OPERATING ACTIVITIES	
Net Income	198,384
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	17,377
Certificates of Deposit:2023 06.27 CD OakStar - .45%	25,858
Certificates of Deposit:2023 09.30 CD Central Bank 4.78%	(125,000)
Certificates of Deposit:2023 10.22 CD OakStar - 3.25%	(634)
Certificates of Deposit:2024 01.06 CD OakStar - 4.05%	(553)
Certificates of Deposit:2024 01.08 CD- Heritage - 4.184%	(252,551)
Certificates of Deposit:2024 05.01 CD Edward Jones - 5.3%	(75,000)
Certificates of Deposit:2024 10.07 CD Edward Jones - 5% #1	(125,000)
Certificates of Deposit:2024 10.07 CD Edward Jones - 5% #2	(125,000)
Certificates of Deposit:2024 10.15 CD Edward Jones - 4.75%	(7,000)
Certificates of Deposit:2025 04.07 CD Edward Jones - 4.9% #1	(118,000)
Certificates of Deposit:2025 04.07 CD Edward Jones - 4.9% #2	(118,000)
Certificates of Deposit:2025 04.14 CD Edward Jones - 4.7%	(7,000)
Certificates of Deposit:Certificate of Deposit 12 mo mat 3/18/22- .75% (deleted)	101,094
Certificates of Deposit:Certificate of Deposit 12 mo mat 3/27/21- .65% (deleted)	26,055
INVENTORY:GG PLANT & SUPPLIES INVEN	0
INVENTORY:RAW MATERIAL INVENTORY	995
Accounts Payable	(62,090)
CBOLO CC - 5044 Natalie	(1,354)
CBOLO CC - 9051 Lillie	(373)
Sam's Club Mastercard- 2148	169
AFLAC DEDUCTIONS PAYABLE	136
Gift Certificate Payable	(148)
Missouri Department of Revenue Payable	(78)
Rock Sales @ 75%	91
SALES TAX PAYABLE	0
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(846,005)
Net cash provided by operating activities	(647,622)
INVESTING ACTIVITIES	
GREENHOUSE EQUIPMENT	(899)
CURRENT CAPITAL IMPROVEMENT	(89,964)
Net cash provided by investing activities	(90,864)
Net cash increase for period	(738,485)
Cash at beginning of period	848,773
Cash at end of period	110,288

Lake Area Industries, Inc.
Statement of Cash Flows
July 2023

	Total
OPERATING ACTIVITIES	
Net Income	(2,711)
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	5,429
Certificates of Deposit:2023 10.22 CD OakStar - 3.25%	(213)
Certificates of Deposit:2024 01.06 CD OakStar - 4.05%	(263)
Certificates of Deposit:2024 05.01 CD Edward Jones - 5.3%	(75,000)
INVENTORY:RAW MATERIAL INVENTORY	1,635
Accounts Payable	(7,034)
CBOLO CC - 5044 Natalie	467
CBOLO CC - 9051 Lillie	(488)
Sam's Club Mastercard- 2148	223
AFLAC DEDUCTIONS PAYABLE	136
Missouri Department of Revenue Payable	0
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(75,108)
Net cash provided by operating activities	(77,819)
Net cash increase for period	(77,819)
Cash at beginning of period	188,107
Cash at end of period	110,288

Lake Area Industries, Inc.
A/P Aging Summary
As of July 31, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$ 1,336	\$ 2,026	\$ 0	-\$ 233	\$ 0	\$ 3,128

Lake Area Industries, Inc.
A/R Aging Summary
As of July 31, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$ 37,220	\$ 4,507	\$ 85	\$ 0	\$ 279	\$ 42,093

2022 Performance Improvement Plan



Performance Improvement Plan

FY 2022

Assessments, Analysis, Outcomes, and Action Steps

Clients/Clients' Families

CCDDR completed three macro–Community Health Inclusion Index (CHII) assessments in 2022 (see Appendix A) as a sub awardee of a preventative health care grant awarded by the Centers for Disease Control to the University of Missouri Kansas City, Institute for Human Development. The macro CHII were administered for Camden County, the City of Camdenton, and the City of Osage Beach. All three macro-CHII assessments identified the following needs:

- Ensure trained transit facilities staff in providing proper services to individuals with disabilities
- Increase alternative transit services (paratransit services) for individuals with disabilities
- Develop affordable transit options
- Incorporate principles of universal design, accessible residential units, and Public Rights- of-Way Access Guidelines (PROWAG) in planning and development
- Design and implement disability awareness training on accessibility equipment, service animals, evacuation procedures, safe loading, etc.
- Develop incentives and informational resources for healthy food retailers and convenience stores
- Collaborate with state and local governments to develop policies to provide grants, loan programs, and tax incentives to outdoor recreation programs to improve the accessibility of the built environment
- Maintain and repair paths consistently
- Proactive steps for public meetings and forums to be more inclusive and accessible
- Recruit individuals with disabilities, disability specialists, organizations, and cultural brokers for outreach
- Implement safe routes to school (SRTS)
- Targeted and all-encompassing disability awareness training
- Develop accessible paths of travel and educated community leaders for proper maintenance

CCDDR continues its education and outreach activities to address the needs within each of the targeted communities. CCDDR continues to work diligently with community stakeholders to communicate the concerns of accessibility to local businesses, local parks, and other local facilities. While there is no definite resolution date projected, CCDDR will advocate strongly with local business leaders/owners, elected officials, and the public to encourage acceptable modifications to existing buildings or the development of new buildings.

In 2021, CCDDR administered clients' three categorized needs assessments (see Performance Improvement Plan FY 2021 report). Support Coordinators were provided questions related to all clients on their caseloads based on the following criteria:

- Adult clients receiving supports via Individualized Supported Living (ISL), Group Home, and Shared Living services
- Adult clients not receiving supports via ISL, Group Home, and Shared Living services
- Minor clients

The results of the CHII and clients' needs assessments reaffirmed the need for CCDDR to continue focusing on developing/increasing competitive integrated employment opportunities, transportation service opportunities, access to affordable housing opportunities, support service availability/utilization, community education programs, and community collaborations/partnerships in 2022 and beyond. The results also predicated CCDDR's focus on community engagement activities in 2022 and are the basis for CCDDR's development of the 2023 to 2025 Strategic Plan. CCDDR management continues to actively work towards expanding its community engagement activities to remove barriers and increase opportunities for CCDDR clients.

Employees

In 2020 and 2021, CCDDR experienced workforce shortages and higher than normal turnover rates in the Support Coordination team. Other similar employers and service providers statewide and nationwide were experiencing the same issues with employee retention and hiring. To help determine current employee desires/needs and to remain competitive with other similar employers, CCDDR distributed two surveys to all employees and two workweek modification surveys to Support Coordinators only in 2021 (see Performance Improvement Plan FY 2021 report). The results of the surveys and a considerable number of all staff and individual staff discussions largely reflected employees were satisfied with CCDDR's benefits, and employees appreciated CCDDR's efforts to improve benefit programs, pay scales, and advancement opportunities.

To remain competitive with other similar employers, improve employee retention, and improve applicant attraction, CCDDR increased the Support Coordinator's minimum starting wage in 2022. The Support Coordination team's base wage pool was also increased by a collective average of 13% to mitigate wage compression. Support Coordination team supervisors and other specific Support Coordination support staff also received a collective average 4% increase in pay. The overall effect slowed down the Support Coordination team's turnover rate in 2022, and the increase in new Support Coordinator starting pay attracted more applicants.

Agency Outcome Measurements, Performance Indicators, and Performance Improvement Plans

2022 Summary

Measurement #	Description	1st Qtr 2022	2nd Qtr 2022	3rd Qtr 2022	4th Qtr 2022	YTD	Agency YTD Goal	Goal Met?
1	Monthly Reports Completed on Time	99.2%	90.8%	100.0%	100.0%	97.6%	95%	Yes
2	Quarterly Reports Completed on Time	96.3%	95.6%	99.3%	97.9%	97.3%	95%	Yes
3	New Clients Contacted by Their SC within 5 Business Days of Eligibility Determination	88.9%	100.0%	100.0%	100.0%	95.8%	100%	No
4	New Clients' ISP Meeting is Held within 30 Days of Eligibility Determination	100.0%	100.0%	100.0%	100.0%	100.0%	100%	Yes
5	ISPs Sent to RSRO 21 Days Prior to Implementation	65.1%	64.3%	73.9%	58.1%	64.9%	95%	No
6	Annual ISP Completed by Effective Date	88.9%	91.7%	100.0%	96.5%	94.4%	95%	No
7	ISPs Submitted Through QA Process Passed	52.7%	66.0%	71.0%	73.1%	65.4%	70%	No
8	Agency Average SC Billable Time vs. Time Worked	74.8%	68.9%	71.9%	74.4%	72.3%	80%	No
9	Response Rates for Client/Guardian Satisfaction Surveys	33.3%	25.0%	29.0%	17.4%	25.5%	30%	No
10	My SC Made a Difference in My Life	81.0%	85.7%	80.0%	73.3%	80.5%	80%	Yes
11	I Received Information About Exploitation, Personal Protection, and Risk Reduction	90.5%	90.5%	85.0%	80.0%	87.0%	100%	No
12	My SC was Available When Needed	90.5%	90.5%	90.0%	80.0%	88.3%	90%	No
13	My SC Saw Me Frequently Enough	81.0%	85.7%	75.0%	73.3%	79.2%	90%	No
14	I am Satisfied with Services Provided by My SC & CCDDR Staff	90.5%	90.5%	100.0%	73.3%	89.6%	90%	No
15	I Contributed to the Development of My ISP	90.5%	90.5%	100.0%	80.0%	90.9%	100%	No
16	CCDDR will Review Policies, Plans, Manuals, etc. Annually	40.0%	48.0%	58.0%	100.0%	100.0%	100%	Yes

The Client/Guardian satisfaction survey response rate (Measurement number 9) for 2022 was 25.5%, which is a 2.7% decrease compared to 2021. Since the onset of the COVID-19 pandemic in 2020, annual survey response rates have consistently dropped from each previous year. CCDDR has taken measures to increase the response rates by reaching out to clients/guardians to ensure they realize how important the surveys are for CCDDR service expectations and management.

Measurement numbers 10 to 15 are based on responses from client/guardian surveys. Extra attention has been paid to ensure these outcomes improve and/or remain steady, and there are no immediate concerns needing to be addressed. Although the agency aspires to achieve 100% on all these Measurements, only Measurement number 11 met the stated agency goal; however, this Measurement is significant because it indicates the Support Coordinators made a significant difference in clients' lives. The results of Measurements 12 and 14 were very close to meeting the stated agency goals, which indicates CCDDR's Support Coordinators were available when needed more times than not and clients/guardians are satisfied with CCDDR's services. Because the survey responses can be influenced by many factors outside of CCDDR's control, CCDDR management believes there are currently no areas of immediate concern. Opinions, attitudes, emotions, recollections, and environmental influences are good examples of potential factors that would influence people's responses. Please note, Support Coordinators ensure signatures are obtained at initial (new client) and annual Individual Support Plan (ISP) meetings acknowledging the receipt of information on abuse, neglect, and exploitation (Measurement number 11).

Measurement numbers 1 to 8 are based upon agency efficiency, productivity, and operational effectiveness. Although these Performance Measures were affected due to the amount of new or less experienced Support Coordinators (78% of the current Support Coordinators were hired between 2020 and 2022 and 33% were hired in 2022), there are still concerns with measurements 5, 6, and 7. A performance improvement plan was implemented in 2020 to improve the quality and timely submission of ISPs. This performance improvement plan affects multiple areas of operations and is not wholly identified in any singular document; however, it is memorialized in adopted procedures, policies, management plans, and internal memorandums. Specific components of the performance improvement plan were implemented to ensure CCDDR Targeted Case Management (TCM) services adhere to required report completion timelines as well as acknowledge ISP content and quality requirements, including periodic modifications to the ISP template and quality assurance process. These modifications included organizational structure and personnel changes to ensure CCDDR's obligations and DMH regulatory compliance are achieved. The performance improvement plan includes the following:

- Realignment of leadership and the quality assurance structure
- TCM quality assurance process protocol, timelines, and schedules were enhanced to ensure timely and accurate completion
- Quality assurance "checks and balances" were improved to ensure optimal quality and efficiency as well as accountability
- Where needed, individual staff performance improvement plans were implemented and documented with timelines, expectations, and remedies clearly identified
- Improved management auditing protocol was implemented, including more frequent log note, quality process, and data/database integrity reviews

In 2022, Measurement number 1 held steady (met stated goal with little change) compared to 2021, and Measurement numbers 2 to 7 saw significant increases compared to 2021. CCDDR met its stated goals for Measurement numbers 1, 2, and 4 in 2022 (2 and 4 did not meet the stated goals for 2021). Measurement number 8 saw a decrease in 2022; however, this was expected given the increase in the number of training hours needed in 2022 resulting from newly-hired Support Coordinators and increased amount of required training needed for all Support Coordinators due to changes in internal and state-required protocols.

The performance improvement plan progress is reviewed by the Executive Director no less than quarterly and additional standards to improve overall agency performance are reviewed and adopted as needed. CCDDR's management team reviews and discusses Performance Measures no less than quarterly, but usually monthly, to ensure remedies are

followed through and objectives are being met accordingly. Staff support, staff training, and additional resources are being provided on a continual basis to ensure individual performance improvement plans are implemented successfully.

While many factors affecting overall TCM service performance measures are within CCDDR's control, there are also many factors which are outside CCDDR's ability to control. CCDDR relies heavily on communications with and the cooperation of clients/guardians and providers to meet its TCM service reporting deadlines and obligations. It is often difficult to complete necessary tasks if clients/guardians and/or providers are not responsive. In 2020 and 2021, stringent COVID-19 pandemic protocols did make it challenging in many instances for Support Coordinators to share documents and communicate with clients, clients' families, guardians, and providers. The protocols required a heavy reliance on internet-based document sharing and communications, which were often difficult for clients, clients' families, guardians, and providers to access due to limited resources, restrictive service options, and constrained service availability. In 2022, COVID-19 restrictions started to ease, and support monitoring began to shift back towards pre-pandemic protocols. The unintended and unexpected benefit is that many clients, clients' families, guardians, and providers are now more familiar with and more comfortable using internet-based document sharing and communications because of the informational sharing and support monitoring protocols implemented throughout 2020 and 2021.

CCDDR currently remains financially stable. The agency has been able to accommodate significant wage increases for TCM program staff and has been able to maintain competitive compensation and benefits packages. The salary study conducted in 2022 shows CCDDR is well-situated compared to other agencies of similar size providing the same or similar services. Recent workforce challenges and the rapidly rising costs of living will likely require CCDDR to continually commit more resources to employee recruitment and retention strategies. Operational support funding, service provider contracts, and CCDDR-sponsored program funding have also remained stable; however, it is likely CCDDR's financial resources will become more strained. There are concerns that continued efforts by state and local lawmakers to reduce or eliminate various components of real property and/or personal property taxes will reduce SB 40 tax revenues needed to sustain local support services and programs. It has also been seven years since there was an increase in the TCM fee-for-service rate. If the TCM fee-for-service rate is not increased in the immediate future, consistent annual employee pay increases may be unsustainable and other sources of revenue may need to be sought to offset the rising costs of TCM program operations.

Management Plans – Progress Reports

Accessibility Plan Progress Report Period: FY 2022

Facility Needs

CCDDR's Camdenton office has an accessible entrance through the main lobby; however, the employee only entrance on the side of the building does not have an accessible sidewalk leading to the door. In 2022, plans were being discussed to construct an accessible sidewalk to the employee only entrance; however, completion of this project will be postponed until after office relocation projects are completed. The Camdenton office is currently occupying the maximum capacity of employees, and the Osage Beach office will need to be vacated by June 30th, 2024. Therefore, CCDDR issued a Request for Proposals (RFP) in 2022 for Architectural and Construction Administrative Services to provide options for renovating the Keystone Industrial Park facility and oversee the renovation processes. The RFP services were awarded to Columbia Associates in December 2022, and the renovation project development and planning will continue throughout 2023. The renovations will include multiple accessible entrances and parking spaces upon project

completion. Final decisions made on the renovation project will be contingent on overall costs and monetary resources available to CCDDR.

Community Needs

CCDDR completed three macro–Community Health Inclusion Index (CHII) assessments in 2022 as a sub awardee of a preventative health care grant awarded by the Centers for Disease Control to the University of Missouri Kansas City, Institute for Human Development. The macro CHII were administered for Camden County, the City of Camdenton, and the City of Osage Beach. All three macro-CHII assessments identified the following needs:

- Ensure trained transit facilities staff in providing proper services to individuals with disabilities
- Increase alternative transit services (paratransit services) for individuals with disabilities
- Develop affordable transit options
- Incorporate principles of universal design, accessible residential units, and Public Rights- of-Way Access Guidelines (PROWAG) in planning and development
- Design and implement disability awareness training on accessibility equipment, service animals, evacuation procedures, safe loading, etc.
- Develop incentives and informational resources for healthy food retailers and convenience stores
- Collaborate with state and local governments to develop policies to provide grants, loan programs, and tax incentives to outdoor recreation programs to improve the accessibility of the built environment
- Maintain and repair paths consistently
- Proactive steps for public meetings and forums to be more inclusive and accessible
- Recruit individuals with disabilities, disability specialists, organizations, and cultural brokers for outreach
- Implement safe routes to school (SRTS)
- Targeted and all-encompassing disability awareness training
- Develop accessible paths of travel and educated community leaders for proper maintenance

CCDDR continues its education and outreach activities to address the needs within each of the targeted communities. CCDDR continues to work diligently with community stakeholders to communicate the concerns of accessibility to local businesses, local parks, and other local facilities. While there is no definite resolution date projected, CCDDR will advocate strongly with local business leaders/owners, elected officials, and the public to encourage acceptable modifications to existing buildings or the development of new buildings.

In 2021, CCDDR administered clients’ three categorized needs assessments. Support Coordinators were provided questions related to all clients on their caseloads based on the following criteria:

- Adult clients receiving supports via Individualized Supported Living (ISL), Group Home, and Shared Living services
- Adult clients not receiving supports via ISL, Group Home, and Shared Living services
- Minor clients

The results of the CHII and clients’ needs assessments reaffirmed the need for CCDDR to continue focusing on developing/increasing competitive integrated employment opportunities, transportation service opportunities, access to affordable housing opportunities, support service availability/utilization, community education programs, and community collaborations/partnerships in 2022 and beyond. The results also predicated CCDDR’s focus on community engagement activities in 2022 and are the basis for CCDDR’s development of the 2023 to 2025 Strategic Plan. CCDDR management continues to actively work towards expanding its community engagement activities to remove barriers and increase opportunities for CCDDR clients.

Risk Management Plan Progress Report Period: FY 2022

Overview

Below is a general overview of the reporting period:

- Monetary damages/losses: \$0
- Employee At-Fault Vehicle Accidents: 0
- Potential damages/near-misses: 0
- Workers Compensation Claims: 0
- Infractions Resulting in Involuntary Termination: 0
- Governmental investigations: 0
- Legal action taken against Board/agency: 0

There were no monetary damages or losses during the year, employee at-fault vehicle accidents, potential damages/near misses, or Workers Compensation claims. No CCDDR employees were terminated involuntarily, and all other terminations were employee-initiated and voluntary. There were no governmental investigations and no legal actions taken against the Board/agency.

Proactive Measures Taken

CCDDR updated its COVID-19 Plan to mitigate the spread of COVID-19. This plan is based on Centers for Disease Control (CDC) published guidelines to prevent the spread of COVID-19 and to ensure the health and safety of CCDDR's clients, CCDDR clients' families, CCDDR's staff, CCDDR's Board of Directors, CCDDR's partners/stakeholders, and the public are protected to best degree possible.

CCDDR maintains its building/premise/asset/content insurance coverages for the Camdenton and Keystone properties and its renter's insurance for the Osage Beach office to protect against the loss of or damages to property/assets. All other general liability, professional liability, cyber liability, Workers Compensation, and Directors and Officers insurance coverages are also maintained to protect the Board, staff, clients, and public against loss due to injury and other incidents. CCDDR maintains its fidelity coverage to ensure complete coverage of annual revenues received and controlled by the Board of Directors, which includes administrative employees and Board members. CCDDR maintains its motor vehicle coverage to include the CCDDR-owned accessible van and the employees' use of vehicles not owned by CCDDR while conducting CCDDR business (non-owned vehicle coverage – CCDDR does not have a vehicle fleet). This provides additional protection in the event an employee has an at-fault accident when driving while conducting CCDDR business. CCDDR utilizes the services of an insurance broker group, Naught & Naught Agency, to continually review changes in the laws and insurance guidelines so CCDDR maintains appropriate coverage and risk mitigation. Naught & Naught reviews CCDDR insurance-related matters and its operational activities on a continuous basis to ensure appropriate coverages are in place.

CCDDR's legal counsel is an attorney firm, Bryan Cave Leighton Paisner LLP (BCLP). The Executive Director maintains continuous communications with BCLP, and continually seeks counsel regarding potential risk mitigation. This includes, but is not limited to, reviews of policies, contracts, manuals, and plans.

CCDDR has also recently reaffirmed and strengthened Quality Assurance protocols, reviews, and strategies to ensure operational activities are maximized with the greatest quality, accuracy, efficiency, productivity, and any risk prevention/mitigation as possible.

Technology Plan Progress Report Period – FY 2022

CCDDR has purchased additional laptop computers in the event an employee-assigned laptop becomes inoperable. There are no stationary computers currently utilized. All laptops connect to a docking station in the offices and are easily disconnected so they can be used remotely. Multifunction devices (printer/scanner/fax) are now available at each employee workstation, which can also be relocated and used remotely if necessary, and mobile Internet “hot spots” have been purchased so employees can use remotely in locations where Internet connectivity is unavailable or challenging. Employees “check-out” these hot spots and return them to the office when no longer needed. Currently, CCDDR has six “hot spots”.

CCDDR no longer utilizes an on-site server. CCDDR’s data is now stored on web-based data storage systems (aka “cloud”). CCDDR currently utilizes Office 365, which accommodates CCDDR’s email and internal data storage. Office 365 has separate storage options, capacities, and sections, depending on the information being stored. Access to data is based on designated levels of employee security and access. Permanent client files are stored in SharePoint with restricted access, while other sections of SharePoint contain working folders and files for employee use. QuickBooks is utilized for agency accounting purposes and SetWorks is utilized for TCM services and client information pertaining to services provided and received as well as serving as the billing software for Medicaid claims. SetWorks also syncs with the state client database on a regular basis to ensure data integrity and verification. CCDDR also added WebEx and Zoom accounts in 2020 to accommodate virtual meetings when appropriate and has also begun using the Microsoft Teams platform.

CCDDR also utilizes a third-party data back-up system (Datto SaaS). This system was procured to eliminate the loss of data/records or misfiling of data/records in Office 365 and has already shown to be beneficial in retrieving data/records and emails with limited or no interruption in normal operational activities.

In 2019, CCDDR procured Sumner One to be its information technology manager and consultant. Sumner One continually modernizes CCDDR’s technology solutions and provides CCDDR with its hardware and software necessary to maintain efficient operations, excluding QuickBooks, SETWorks, and certain building-related Internet connectivity (Internet service, network cabling, etc.) that are procured separately and have their own maintenance and back-up system protocols and services. Sumner One is also responsible for systems security, updates, and ongoing maintenance, which can predominantly be done remotely if the devices are connected to the Internet. Although Sumner One has not fulfilled what CCDDR has perceived to be Sumner One’s contractual obligation to provide cyber security training, CCDDR continues to provide its employees with information (usually via email notifications or verbal discussions and sometimes with the assistance of Sumner One) related to cyber security threats and ongoing changes to mitigate those threats. The current contract with Sumner One expires in early 2024. Ongoing cyber security training will be specifically identified in any new I.T. management contract.

In October 2020, CCDDR discovered that it was unable to access certain workstations on its internal systems. Upon discovery, CCDDR contacted Sumner One and soon discovered that it, along with several other Sumner One clients, were also victimized by the security incident. This indicated Sumner One was the primary victim. CCDDR also conducted an internal investigation of the security incident to determine its nature, scope, and whether any sensitive CCDDR data was impacted. In response to the security incident, CCDDR filed a claim and procured services needed to assist with the investigation, coordinate with Sumner One, and provide counsel. The forensic investigation, which began in 2020 and concluded in 2021, did not reveal any evidence that protected information was accessed or exfiltrated by an unauthorized individual. CCDDR did not experience any loss of revenue or significant expenses related to the security incident. In fact, there were minimal interruptions to CCDDR operations, and CCDDR’s I.T. management system and

network structure proved to be very efficient. Sumner One and CCDDR continue to monitor and improve cyber security measures to mitigate cyber security threats.

CCDDR continually updates and improves its website so that it is more “attractive”, user-friendly, and ADA compliant. CCDDR utilizes a website designer/developer/manager and hopes to eventually establish a website portal. CCDDR also continues to maintain a Facebook page and plans on expanding its community outreach efforts to other social media platforms in hopes of promoting programs, events, and public awareness. Progress is expected to continue beyond 2022.

CCDDR’s records are now predominantly stored in digital format and digitally transferrable. Only required paper copies will be kept in storage, and client information is expected to be communicated digitally as much as possible and practical. As with all technology-based systems, components become outdated and replaced with newer, more efficient systems. Sumner One will continue to consult with CCDDR to ensure outdated components and technology are updated appropriately. CCDDR will continually upgrade its systems as necessary and practical.

Cultural Competency and Diversity Plan Progress Report Period: FY 2022

CCDDR’s objectives are:

Goal: Ensure each Individual Support Plan (ISP) and assessment used clearly spells out accurate cultural information and any needs or areas to be addressed.

Action: Before each annual ISP meeting is held, the Support Coordinator will thoroughly review each ISP and assessment for accuracy and any missing information. Additionally, the Support Coordinator should identify any needs to be addressed during the meeting for appropriate support/service planning.

Timeframe: For clients served by CCDDR, completion of their assessments, ISP narratives, desired outcomes, and goals will be identified in and implemented through the ISP meeting. Success will be noted upon both guardian and/or client approval of the final ISP.

Progress: Support Coordinators review each ISP regularly and as needed, but no less than annually, and identify needs to be addressed, which are then shared and approved by clients/guardians. During this process, missing or inaccurate information is identified, updated, and recognized.

Goal: On an annual basis, update the characteristics of individuals served on an organizational basis for strategic planning purposes.

Action: Update this document as needed in preparation of each Strategic Plan period.

Timeframe: Review each year.

Progress: Characteristics of clients and the organizational development are reviewed and analyzed regularly, but no less than annually, to accommodate the changing needs and expectations. The Administrative Team and Board of Directors ensure the Strategic Plan acknowledges and represents the agency’s clients, clients’ needs, and clients’ expectations, as well as ensuring the agency’s fiduciary obligations to the public are met.

- Goal:** Provide access to a web-based or CD-based employee training session on cultural competency that can be done at the staff's own timing.
- Action:** Research this as time allows.
- Timeframe:** Documentation in each staff's training file by the end of each Fiscal Year and showing they have fulfilled a training session in some area of cultural competency.
- Progress:** *CCDDR has identified two potential sources of cultural competency training and will implement training via one of the two sources by the end of Fiscal Year 2023.*

Agency Disaster and Pandemic Plan Progress Report Period: FY 2022

Thankfully, CCDDR has not experienced any catastrophic incidences due to storms, floods, tornadoes, or other events similar in nature. However, the COVID-19 pandemic has created a heightened awareness of biologically related emergencies and situations. CCDDR modified its Agency Disaster Plan and renamed it the Agency Disaster and Pandemic Plan in 2020 to recognize these biologically related emergencies and situations. CCDDR identified the Administrative Team as the team of employees who will monitor any related guidance the U.S. Centers for Disease Control and Prevention, Missouri Division of Developmental Disabilities, Missouri Department of Health and Senior Services, Camden County Health Department, and other local, state, or federal agencies continue to make available. The COVID-19 Plan was developed to appropriately respond to the COVID-19 pandemic and was made available to staff, clients, Board members, and the public.

2020-2022 Strategic Plan Goals Progress Report Period: FY 2022

Service Delivery

CCDDR will provide model supports for individuals with intellectual and developmental disabilities and their families, either directly or through partnerships with or referrals to other service providers in the following areas:

- Community employment opportunities
- Recreation and leisure activities
- Residential support
- Family and community support and education
- Transportation
- Expansion of direct support services

Community Employment Opportunities

- CCDDR will collaborate with community employment support providers in order to establish a comprehensive community employment network
- CCDDR will collaborate and partner with local businesses to recruit and hire individuals with intellectual and developmental disabilities
- CCDDR will engage with its clients and their families to ensure career goals are recognized and career path choices are respected

Progress

CCDDR has successfully facilitated the increase in the number of employment support providers in the past, providing more choices to CCDDR clients and expanding competitive integrated employment support opportunities. Through collaborations with Vocational Rehabilitation (VR) and other employment support providers, CCDDR provides a vast network of resources to ensure its clients can seek and obtain competitive integrated employment. Many of the employment support providers have established working relationships and job placement programs with local employers. CCDDR also participates in the annual Transition Fair, which is held at State Fair Community College, and regularly engages with local employers through VR projects, various school-sponsored employment programs, civic organization meetings, and community engagement activities. However, a sluggish recovery from the COVID-19 pandemic, continued lack of transportation options, and many clients'/families' perception that they will lose benefits has stymied progress towards increasing competitive integrated employment and efforts to expand employment support services. CCDDR does have two employees who are trained to provide benefits analysis and will be training another employee in 2023. CCDDR will also be training select employees on mobility management practices in 2023 as well.

Goal Met in 2022: No

Recreation and Leisure Activity

- CCDDR will sponsor recreational and leisure activities for its consumers to promote and enhance community inclusion
- CCDDR will partner with other non-profit agencies, community businesses, schools, and direct support providers for its consumers to participate in scheduled community activities

Progress

CCDDR has secured reservations/attendance and procured transportation services to transport clients to and from community activities in the past, including regional car racing events, advocacy meetings, carnivals, educational seminars, community-sponsored park activities/events, and many other local recreation and leisure activities. However, a sluggish recovery from the COVID-19 pandemic and lack of transportation options have reduced participation at in-person community activities, and access to virtual events have been limited for various reasons, including limited access to broadband services/technology resources.

Goal Met in 2022: No

Residential Support

- CCDDR will continue the Housing Voucher Program; continue to partner with a Missouri Ozarks Community Action, Inc, to perform scheduled Housing Quality Standards inspections of the housing inventory; continue to seek collaborations with community stakeholders to provide a healthy inventory of safe, decent, sanitary, accessible, and affordable housing from which individuals can choose; and continue to assist with individuals' transition to independence within the community
- CCDDR will continue to administer a transitional housing program, which will provide emergency shelter for its clients who are displaced and need temporary housing as well to prepare individuals for transition into stable housing, employment, and/or direct support services

Progress

CCDDR suspended its Housing Voucher Program (HVP) at the end of 2022. The lack of affordable housing options; an ongoing need to develop new, accessible, and affordable housing options in the area; and increases in costs associated with other local legacy support programs/services funded through the SB 40 tax funding required a CCDDR to suspend its HVP indefinitely. The SB 40 tax funding has not been able to sustain growth to offset recent inflationary factors affecting costs for legacy programs. CCDDR will continue to assist clients needing temporary, transitional housing assistance through its Transitional Housing Program to prevent homelessness when possible, practical, and affordable. CCDDR has a strong relationship with the Lake Area Community Development Corporation (LACDC) and continues to collaborate with the LACDC to explore opportunities for new affordable, accessible, Universal Design Concept-based housing units. Efforts to provide access to affordable, accessible housing opportunities have increased due to the current affordable, accessible housing crisis in the Lake of the Ozarks region. Current housing costs have increased significantly and will present challenges to securing affordable, accessible housing in 2023 and beyond.

Goal Met in 2022: No

Family and Community Support and Education

- The internal operating structure will be reorganized to increase available time to support clients and their families and maximize efficiencies in using the organization's resources
- Client and community needs will be reviewed and assessed to identify gaps or opportunities for shifts in service delivery
- National, state, and local trends and model practice information will be reviewed and assessed to identify gaps or opportunities for shifts in service delivery
- CCDDR will advocate for and sponsor community support organizations designed to create social capital networks for clients and their families

Progress

CCDDR continually reviews and modifies its resource systems and networks. CCDDR also continually seeks out community resources and establishes collaborations with local agencies and businesses through a comprehensive network. Recently conducted needs assessments have identified various deficiencies in available community resources. CCDDR has historically sponsored education opportunities pertaining to CCDDR-sponsored programs as well as community-wide symposiums and conference opportunities; however, the COVID-19 pandemic did reduce the number of available in-person activities since the onset of the pandemic, and access to virtual events has been limited for various reasons. Although the implementation of community partnership programs and educational opportunities have been stymied or delayed due to the COVID-19 pandemic, CCDDR has been able to continue to build a strong foundation of community partners and has provided clients, guardians, and their families with additional resources and networking opportunities. CCDDR was able to use time and resources normally reserved for other activities to strengthen CCDDR's research and communications by establishing relationships through less than traditional methods, which was an unanticipated positive side effect of the COVID-19 pandemic. For example, CCDDR was able to establish new partnerships/collaborations to secure additional children's support service options. These new partnerships/collaborations, which began in the summer of 2020, led to CCDDR Purchase of Services and/or Supports Agreements with two additional local providers in 2021, and these partnerships/collaborations were ongoing in 2022.

Goal Met in 2022: Yes

Transportation

- CCDDR will utilize public entities, transportation providers, direct support providers, community residents, volunteer networks, and other partnering agencies to assess, develop, and implement additional public transit services for its clients and their families
- CCDDR will seek external funding sources to help expand, implement, and sustain viable and reliable public transit systems

Progress

Through prior collaboration and planning, CCDDR led the effort in the creation of the Tri-County Transit service (managed by OATS), which operates a deviated route between Osage Beach and Camdenton Monday through Friday from approximately 7:00 AM to approximately 4:00 PM and an extended evenings and weekend service operating until approximately 8:30 PM Monday through Friday and approximately 9:00 AM to approximately 3:00 PM on Saturday and Sunday (all times are approximate because they are dependent on ridership numbers, demands, and needs). The public transit route services are funded through local match provided by CCDDR, service usage fares, and Federal Transit Authority funding provided through the Missouri Department of Transportation, which has created a truly community inclusive support service for its clients. CCDDR also directly contracts with OATS to provide transportation services to and from work for its clients. Since the beginning of the COVID-19 pandemic, public transit service availability was severely reduced and limited in scope. By year-end 2020, plans were underway to expand public transit services after the current COVID-19 crisis ends; however, increasing transit operational costs, increasing costs for providers to provide services in other legacy programs funded by CCDDR, and stagnated CCDDR SB 40 tax fund revenues, CCDDR will no longer be able to fund the extended evening/weekend and deviated route services beginning in 2023.

Goal Met in 2022: No

Expansion of Direct Support Services

- CCDDR will seek out and collaborate with new and existing support providers in order to expand and establish a local comprehensive network with a diverse array of services and/or supports

Progress

There is currently a direct support professional hiring and retention crisis in Missouri as well as nationwide, which has only been escalating in recent years. Missouri's approved support provider service rates have not been adequate to sustain staffing levels needed to keep up with the current demand for services for existing clients, let alone expand into other needed service areas or provide services for new clients. Support providers compete with other industries to attract and retain a sustainable work force. Other industries, such as retail and fast-food, are increasing their minimum starting wages to levels reducing support providers' ability to compete. This issue has been compounded by the annual increases in the state's minimum wage, inflationary factors, and the COVID-19 pandemic. In State Fiscal Year 2023 (beginning July 1st, 2022), most direct support provider service rates were increased to a level to sustain \$15/hour wages for direct support professionals; however, the direct support professional hiring and retention crisis continues. The new rates implemented in 2022 were based on statistical information from pre-COVID 19 years; therefore, additional increases are still

sorely needed. CCDDR's budgetary constraints do not allow CCDDR to provide enough additional funding for local support providers who need supplemental revenues to fill vacant positions and/or expand services.

Goal Met in 2022: No

Human Resources

CCDDR will develop a stable, highly qualified, and motivated workforce that actively delivers the organization's mission.

- CCDDR will improve its capacity to attract and retain qualified staff*
- All staff will thoroughly understand the meaning of the mission and how their job contributes to achieving it*
- CCDDR's professional development program will continue to strengthen and expand administrative, supervisory, support coordination, and new program development capacity*
- CCDDR's community resource program will continue to strengthen and expand community partnerships and its clients' social capital*

Progress

CCDDR adopted and continues to use an objective, merit-based evaluation system. Employees are rewarded for their hard work and effort objectively and subjectively. Training opportunities have been expanded and employees are encouraged to participate in educational and training webinars when available. A statewide benefits analysis and review was submitted to CCDDR in 2020, and CCDDR determined its benefit package was either better than or equal to other similar agencies and programs participating in the analysis and review. A salary review was also provided by MACDDS in 2022.

In 2020 and 2021, CCDDR experienced workforce shortages and higher than normal turnover rates in the Support Coordination team. Other similar employers and service providers statewide and nationwide were experiencing the same issues with employee retention and hiring. To help determine current employee desires/needs and to remain competitive with other similar employers, CCDDR distributed two surveys to all employees and two workweek modification surveys to Support Coordinators only. The results of the surveys and a considerable number of all staff and individual staff discussions largely reflected employees were satisfied with CCDDR's benefits, and employees appreciated CCDDR's efforts to improve benefit programs, pay scales, and advancement opportunities.

CCDDR increased the Support Coordinator's minimum starting wage and the Support Coordination team's base wage pool in 2022 due to inflationary factors and to enhance employee retention and attraction. Wage compression was avoided, and the existing Support Coordination team's base wage pool increased by a collective average of 13%. Support Coordination team supervisors and other specific support staff also received an average 4% increase in pay. The overall effect slowed down the Support Coordination team's turnover rate in 2022, and the increase in new Support Coordinator starting pay attracted more applicants.

Employees have been provided modern and necessary tools to assist in client development, client independence, and client choice as well as to increase employee efficiency, effectiveness, and productivity. Although the implementation of community partnership programs had been slowed due to the onset of the COVID-19 pandemic in 2020, CCDDR has been able to continue to build a stronger foundation of community partnerships.

CCDDR was able to use time and resources normally reserved for face-to-face collaborations to strengthen CCDDR's research and communications by establishing relationships through less than traditional methods, which was an unanticipated positive side effect of the COVID-19 pandemic.

Goal Met in 2022: Yes

Community Resource Development

CCDDR will be a highly visible, well-respected organization that attracts increased numbers of community partners and higher levels of contributions to service and support operations.

Visibility

- CCDDR staff and Board members will actively engage in civic, professional, and other non-profit organization activities, meetings, and functions
- CCDDR will use strategic communication to promote community partnerships and new program development
- CCDDR will utilize public service announcements, social media, and Web site development to educate the community and promote participation or support for new programs
- CCDDR will expand its presence to include statewide and nationwide participation in stakeholder conversations, new program initiatives, regulatory guidance, and service delivery methods

Progress

Despite the onset of the COVID-19 pandemic in 2020, CCDDR employees and Board members have been and continue to remain actively involved in community activities and civic organizations. Employees continue to be participants in various local civic organizations', local not-for-profit agencies', local advocacy organizations', and other similar statewide organizations' activities and collaborations. CCDDR has been able to continue to build a stronger foundation of community partnerships. CCDDR was able to use time and resources normally reserved for other activities to strengthen CCDDR's research and communications by establishing relationships through less than traditional methods, which was an unanticipated positive side effect of the COVID-19 pandemic.

Goal Met in 2022: Yes

Community Partnerships

- CCDDR will increase the number of community partners who are involved in all activities
- CCDDR will expand its awareness and community partnership development program, which will include education, training, response, and recognition
- CCDDR will continue to partner with community agencies, businesses, and individuals, which will enhance existing services and supports and help create new services and supports

Progress

Despite the onset of the COVID-19 pandemic in 2020, CCDDR has been able to continue to build a stronger foundation of community partnerships. CCDDR was able to utilize time and resources normally reserved for other activities to strengthen CCDDR's research and communications by establishing relationships through less than traditional methods,

which was an unanticipated positive side effect of the COVID-19 pandemic. For example, CCDDR was able to establish new partnerships/collaborations to secure additional children's support service options. These new partnerships/collaborations, which began in the summer of 2020, led to CCDDR Purchase of Services and/or Supports Agreements with two additional local providers in 2021, and these partnerships/collaborations were ongoing in 2022.

Goal Met in 2022: Yes

Appendix A

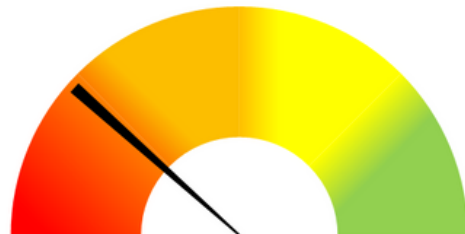
Camden County, Missouri

CHII Macro-Community Assessment

Strengths

- ADA-compliant public and private transportation systems.
- Some affordable transportation options for individuals with disabilities.

Average Score - 24%



Opportunities

- Ensure trained transit facilities staff in providing proper services to individuals with disabilities.
- Increase alternative transit services (paratransit services) for individuals with disabilities.
- Develop affordable transit options.
- Incorporate principles of universal design, accessible residential units, and Public Rights-of-Way Access Guidelines (PROWAG) in planning and development.
- Design and implement disability awareness training on accessibility equipment, service animals, evacuation procedures, safe loading, etc.
- Develop incentives and informational resources for healthy food retailers and convenience stores.
- Collaborate with state and local governments to develop policies to provide grants, loan programs, and tax incentives to outdoor recreation programs to improve the accessibility of the built environment.
- Maintain and repair paths consistently.
- Proactive steps for public meetings and forums to be more inclusive and accessible.
- Recruit individuals with disabilities, disability specialists, organizations, and cultural brokers for outreach.
- Implement safe routes to school (SRTS).
- Targeted and all-encompassing disability awareness training.
- Develop accessible paths of travel and educated community leaders for proper maintenance.

Strengths & Opportunities are developed based on CHII GRAIDs. [Click here](#) to view the GRAIDs guidelines.

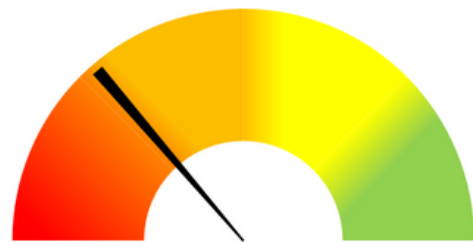
Osage Beach, Missouri

CHII Macro-Community Assessment

Average Score - 27%

Strengths

- ADA-compliant public and private transportation systems.
- Some affordable transportation options for individuals with disabilities.



Opportunities

- Ensure trained transit facilities staff in providing proper services to individuals with disabilities.
- Increase alternative transit services (paratransit services) for individuals with disabilities.
- Develop affordable transit options.
- Incorporate principles of universal design, accessible residential units, and Public Rights-of-Way Access Guidelines (PROWAG) in planning and development.
- Design and implement disability awareness training on accessibility equipment, service animals, evacuation procedures, safe loading, etc.
- Develop incentives and informational resources for healthy food retailers and convenience stores.
- Collaborate with state and local governments to develop policies to provide grants, loan programs, and tax incentives to outdoor recreation programs to improve the accessibility of the built environment.
- Maintain and repair paths consistently.
- Proactive steps for public meetings and forums to be more inclusive and accessible.
- Recruit individuals with disabilities, disability specialists, organizations, and cultural brokers for outreach.
- Implement safe routes to school (SRTS).
- Targeted and all-encompassing disability awareness training.
- Develop accessible paths of travel and educated community leaders for proper maintenance.

Strengths & Opportunities are developed based on CHII GRAIDs. [Click here](#) to view the GRAIDs guidelines.

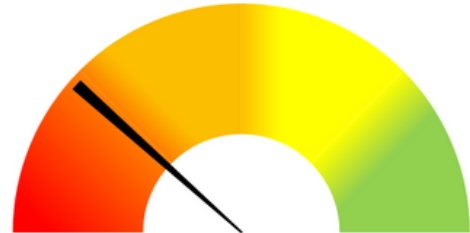
Camdenton, Missouri

CHII Macro-Community Assessment

Strengths

- ADA-compliant public and private transportation systems.
- Some affordable transportation options for individuals with disabilities.

Average Score - 24%



Opportunities

- Ensure trained transit facilities staff in providing proper services to individuals with disabilities.
- Increase alternative transit services (paratransit services) for individuals with disabilities.
- Develop affordable transit options.
- Incorporate principles of universal design, accessible residential units, and Public Rights-of-Way Access Guidelines (PROWAG) in planning and development.
- Design and implement disability awareness training on accessibility equipment, service animals, evacuation procedures, safe loading, etc.
- Develop incentives and informational resources for healthy food retailers and convenience stores.
- Collaborate with state and local governments to develop policies to provide grants, loan programs, and tax incentives to outdoor recreation programs to improve the accessibility of the built environment.
- Maintain and repair paths consistently.
- Proactive steps for public meetings and forums to be more inclusive and accessible.
- Recruit individuals with disabilities, disability specialists, organizations, and cultural brokers for outreach.
- Implement safe routes to school (SRTS).
- Targeted and all-encompassing disability awareness training.
- Develop accessible paths of travel and educated community leaders for proper maintenance.

Strengths & Opportunities are developed based on CHII GRAIDs. [Click here](#) to view the GRAIDs guidelines.

Support Coordination Report

July 2023

Client Caseloads

- Number of Caseloads as of July 31st, 2023: 322
- Budgeted Number of Caseloads: 310
- Pending Number of New Intakes: 9
- Medicaid Eligibility: 88.51%

Caseload Counts

Emily Breckenridge – 26

Nicole Bundick – 30

Daniel Burrows – 40

Elizabeth Chambers – 41

Alyssa Dyer – 5

Robyne Gerstner – 32

Ryan Johnson – 64

Jennifer Lyon – 6

Mary Petersen – 5

Patricia Strouse – 43

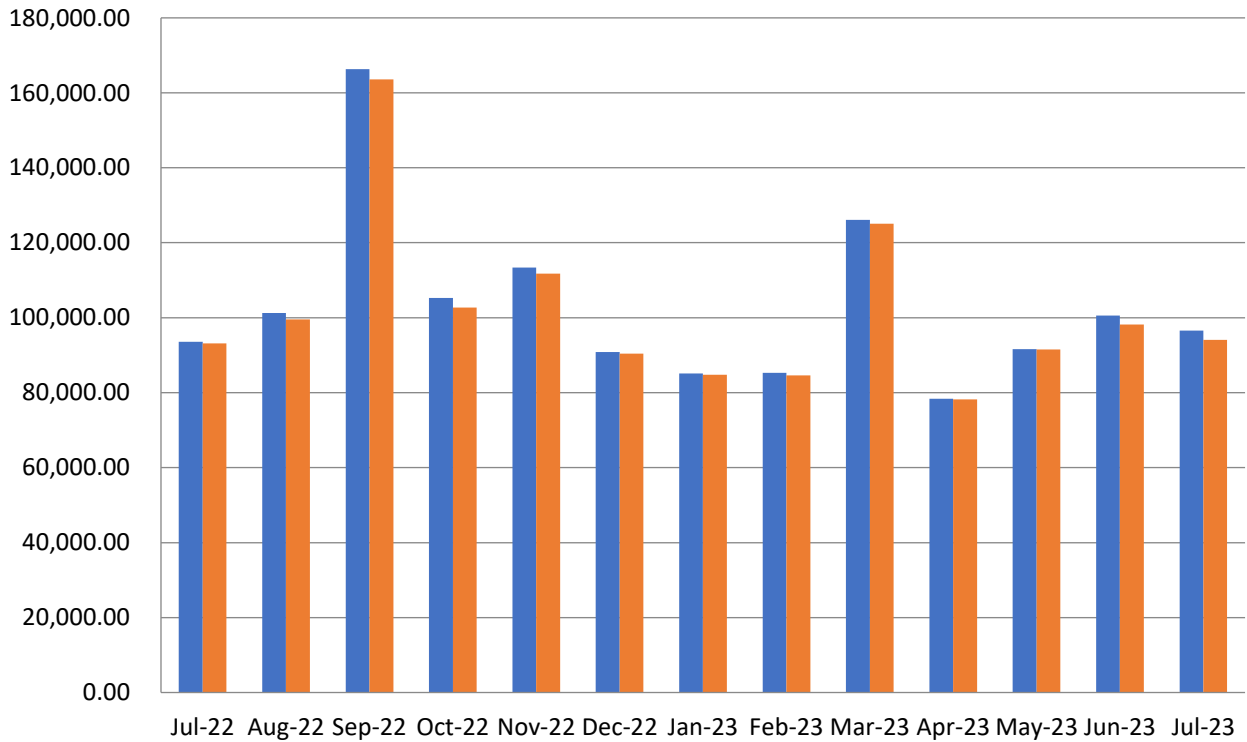
Rebecca West - 30

Agency Economic
Report
(Unaudited)

July 2023

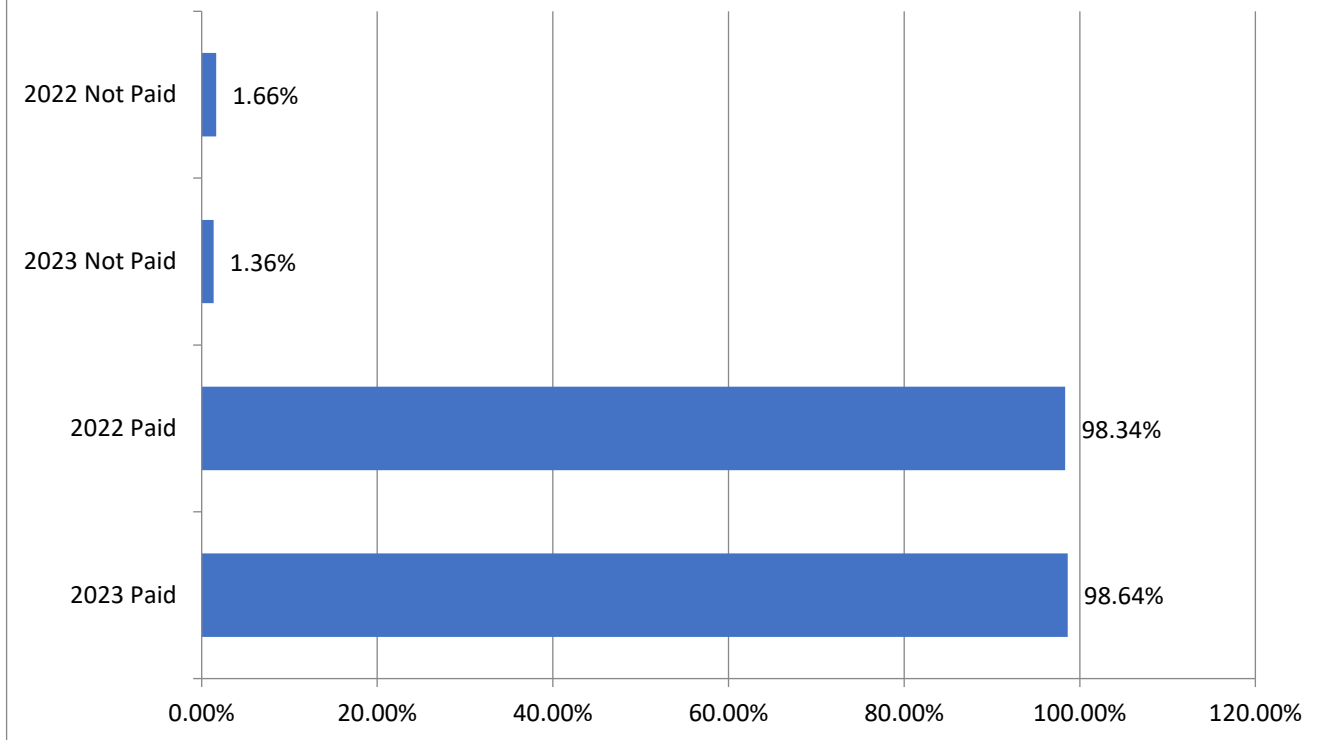
Medicaid Targeted Case Management Income

TCM Billed vs TCM Payment Received



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23
Total Payable Billed	93,614.40	101,252.16	166,311.36	105,295.68	113,382.72	90,875.52	85,164.48	85,259.52	126,109.44	78,408.00	91,644.48	100,586.88	96,569.28
Total Payment Received	93,139.20	99,576.00	163,615.68	102,669.12	111,732.48	90,434.88	84,775.68	84,602.88	125,064.00	78,200.64	91,540.80	98,228.16	94,098.24

2023 vs 2022 Percentage Comparison Medicaid Billed vs Medicaid Paid



Budget vs. Actuals: FY 2023 - FY23 P&L Departments

July 2023

	SB 40 Tax			Services		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	7,805	6,125	1,680			0
4500 Services Income			0	114,852	142,744	(27,892)
Total Income	7,805	6,125	1,680	114,852	142,744	(27,892)
Gross Profit	7,805	6,125	1,680	114,852	142,744	(27,892)
Expenses						
5000 Payroll & Benefits			0	82,920	96,019	(13,099)
5100 Repairs & Maintenance			0	479	200	279
5500 Contracted Business Services			0	7,569	7,795	(226)
5600 Presentations/Public Meetings			0	679	150	529
5700 Office Expenses			0	4,694	5,175	(481)
5800 Other General & Administrative	25		25	1,169	7,045	(5,876)
5900 Utilities			0	829	825	4
6100 Insurance			0	2,085	2,100	(16)
6700 Partnership for Hope	3,137	5,900	(2,763)			0
6900 CCDDR Services	20,156	54,941	(34,785)			0
7100 Housing Programs		0	0			0
7200 Children's Programs	33,856	29,550	4,306			0
7300 Sheltered Employment Programs	16,115	23,500	(7,385)			0
7500 Community Employment Programs		1,200	(1,200)			0
7900 Special/Additional Needs	318	2,062	(1,744)			0
Total Expenses	73,607	117,153	(43,546)	100,423	119,309	(18,886)
Net Operating Income	(65,802)	(111,028)	45,226	14,429	23,435	(9,006)
Other Expenses						
8500 Depreciation			0	4,023	4,850	(827)
Total Other Expenses	0	0	0	4,023	4,850	(827)
Net Other Income	0	0	0	(4,023)	(4,850)	827
Net Income	(65,802)	(111,028)	45,226	10,407	18,585	(8,178)

Budget Variance Report

Total Income: In July, SB 40 Tax Program income was slightly higher than projected, and Services Program income was lower than projected. The UMKC CDC grant invoice was submitted; however, the grant payment had not yet been received as of the end of July. The budgeted amount for the grant payment was \$40,000; however, CCDDR was only able to bill \$10,545 (due to the utilization of CRC personnel to cover TCM caseloads resulting from SC vacancies). CCDDR has been filling its vacant Support Coordinator positions quicker than anticipated; therefore, Medicaid billing is actually higher than expected.

Total Expenses: In July, overall SB 40 Tax Program expenses were lower than budgeted expectations. Children's Programs expenses were higher than budgeted due to summer schedules (school not in session) and higher than anticipated client participation hours. Overall Services Program expenses were lower than budgeted expectations. Overages in the Repairs & Maintenance, Presentations/Public Meetings, and Utilities expenses were nominal.

Budget vs. Actuals: FY 2023 - FY23 P&L Departments

January - July, 2023

	SB 40 Tax			Services		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	1,063,095	1,012,590	50,505			0
4500 Services Income			0	802,422	801,766	656
Total Income	1,063,095	1,012,590	50,505	802,422	801,766	656
Gross Profit	1,063,095	1,012,590	50,505	802,422	801,766	656
Expenses						
5000 Payroll & Benefits			0	622,107	641,857	(19,750)
5100 Repairs & Maintenance			0	3,315	1,400	1,915
5500 Contracted Business Services			0	59,898	62,125	(2,227)
5600 Presentations/Public Meetings			0	1,728	1,050	678
5700 Office Expenses			0	23,951	36,225	(12,274)
5800 Other General & Administrative	25		25	21,039	22,515	(1,476)
5900 Utilities			0	3,772	5,775	(2,003)
6100 Insurance			0	14,592	14,700	(109)
6700 Partnership for Hope	19,196	41,300	(22,104)			0
6900 CCDDR Services	138,617	175,878	(37,261)			0
7100 Housing Programs	9,776	11,063	(1,287)			0
7200 Children's Programs	171,558	206,850	(35,292)			0
7300 Sheltered Employment Programs	113,605	164,500	(50,895)			0
7500 Community Employment Programs		8,400	(8,400)			0
7900 Special/Additional Needs	2,809	15,694	(12,885)			0
Total Expenses	455,586	623,685	(168,099)	750,401	785,647	(35,246)
Net Operating Income	607,509	388,905	218,604	52,021	16,119	35,902
Other Expenses						
8500 Depreciation			0	28,117	33,950	(5,833)
Total Other Expenses	0	0	0	28,117	33,950	(5,833)
Net Other Income	0	0	0	(28,117)	(33,950)	5,833
Net Income	607,509	388,905	218,604	23,904	(17,831)	41,735

Budget Variance Report

Total Income: As of July, YTD SB 40 Tax Program income was slightly higher than projected, and YTD Services Program income was slightly higher than projected.

Total Expenses: As of July, YTD SB 40 Tax Program expenses were lower than budgeted in all categories. Overall YTD Services Program expenses were also lower than budgeted. There were overages in Repairs & Maintenance expenses because the HVAC preventive maintenance invoices for all CCDDR-owned buildings (straight-line budgeted across all months) was paid in the first quarter, and Presentations/Public Meetings expenses because CCDDR aggressively advertised for its open Support Coordinator positions. It should be noted the HVAC preventive maintenance contract for 2023 increased significantly (higher than originally anticipated).

Balance Sheet

As of July 31, 2023

	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	0	
1020 SB 40 Tax Certificate of Deposit	0	
1025 SB 40 Tax - Bank of Sullivan	0	0
1030 SB 40 Tax Reserve - Bank of Sullivan	0	
1035 Heritage SB 40 Tax Account	1,387,914	
Total 1005 SB 40 Tax Bank Accounts	1,387,914	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	0	0
1080 Heritage Services Account		256,678
Total 1050 Services Bank Accounts	0	256,678
Total 1000 Bank Accounts	1,387,914	256,678
Total Bank Accounts		
Accounts Receivable		
1200 Services		
1210 Medicaid Direct Service		46,215
1215 Non-Medicaid Direct Service		11,842
1220 Ancillary Services		8,314
Total 1200 Services	0	66,371
1300 Property Taxes		
1310 Property Tax Receivable	1,086,958	
1315 Allowance for Doubtful Accounts	(23,707)	
Total 1300 Property Taxes	1,063,251	0
Total Accounts Receivable	1,063,251	66,371
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		110,904
1435 Net Pension Asset (Liability)		24,997
Total 1400 Other Current Assets	0	135,901
1450 Prepaid Expenses		
1455 Prepaid-Insurance	0	20,705
Total 1450 Prepaid Expenses	0	20,705
Total Other Current Assets	0	156,606
Total Current Assets	2,451,165	479,655
Fixed Assets		
1500 Fixed Assets		

1510 100 Third Street Land		47,400
1511 Keystone Land		14,650
1520 100 Third Street Building		431,091
1521 Keystone		163,498
1525 Accumulated Depreciation - 100 Third Street		(195,645)
1526 Accumulated Depreciation - Keystone		(39,532)
1530 100 Third Street Remodeling		164,157
1531 Keystone Remodeling		140,571
1532 Osage Beach Office Remodeling (Leased Space)		4,225
1535 Acc Dep - Remodeling - 100 Third Street		(90,765)
1536 Acc Dep - Remodeling - Keystone		(25,783)
1537 Acc Dep - Remodeling - Osage Beach Office		(4,219)
1540 Equipment		138,114
1545 Accumulated Depreciation - Equipment		(109,617)
1550 Vehicles		0
1555 Accumulated Depreciation - Vehicles		0
Total 1500 Fixed Assets	0	638,144
Total Fixed Assets	0	638,144
TOTAL ASSETS	2,451,165	1,117,799
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
1900 Accounts Payable	31,566	5,296
Total Accounts Payable	31,566	5,296
Other Current Liabilities		
2000 Current Liabilities		
2004 Medicaid Payable		0
2005 Accrued Accounts Payable	0	0
2006 DMH Payable	0	
2007 Non-Medicaid Payable	11,842	
2008 Ancillary Services Payable	8,314	
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	995,733	
2060 Payroll Tax Payable		0
2061 Federal W / H Tax Payable	0	(160)
2062 Social Security Tax Payable	0	180
2063 Medicare Tax Payable	0	(32)
2064 MO State W / H Tax Payable	0	(113)
2065 FFCRA Federal W/H Tax Credit		(3)
2066 FFCRA Health Insurance Credit		0
Total 2060 Payroll Tax Payable	0	(128)
2070 Payroll Clearing		
2071 Pre-tax W / H	0	291
2072 Post-tax W / H	0	130
2073 Vision Insurance W / H	0	388

2074 Health Insurance W / H	0	106
2075 Dental Insurance W / H	0	229
2076 Savings W / H		0
2078 Misc W / H		0
2079 Other W / H		0
Total 2070 Payroll Clearing	0	1,144
2090 Deferred Inflows		82,480
2091 Computer Lease Liability		43,622
2092 Current Portion of Lease Payable		15,878
2093 Less Current Portion of Lease Payable		(15,878)
Total 2000 Current Liabilities	1,015,889	124,961
Total Other Current Liabilities	1,015,889	124,961
Total Current Liabilities	1,047,455	130,256
Total Liabilities	1,047,455	130,256
Equity		
3000 Restricted SB 40 Tax Fund Balances		
3001 Operational	0	
3005 Operational Reserves	200,000	
3010 Transportation	7,663	
3015 New Programs	0	
3025 Housing	12,000	
3030 Special Needs	12,559	
3035 Childrens Programs	0	
3040 Sheltered Workshop	2,874	
3045 Traditional Medicaid Match	0	
3050 Partnership for Hope Match	0	
3055 Building/Remodeling/Expansion	440,000	
3065 Legal	0	
3070 TCM	52,587	
3075 Community Resource	0	
Total 3000 Restricted SB 40 Tax Fund Balances	727,683	0
3500 Restricted Services Fund Balances		
3501 Operational		104,397
3505 Operational Reserves		100,000
3510 Transportation		0
3515 New Programs		0
3530 Special Needs		0
3550 Partnership for Hope Match		0
3555 Building/Remodeling/Expansion		60,000
3560 Sponsorships		0
3565 Legal		0
3575 Community Resources		0
3599 Other		638,144
Total 3500 Restricted Services Fund Balances	0	902,542
3900 Unrestricted Fund Balances	(28,359)	6,498
3950 Prior Period Adjustment	0	0
3999 Clearing Account	111,175	40,302
Net Income	607,509	23,904
Total Equity	1,418,008	973,245
TOTAL LIABILITIES AND EQUITY	2,465,462	1,103,501

Statement of Cash Flows

July 2023

	SB 40 Tax	Services
OPERATING ACTIVITIES		
Net Income	(65,802)	10,407
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Services:Medicaid Direct Service		52,013
1215 Services:Non-Medicaid Direct Service		0
1220 Services:Ancillary Services		0
1455 Prepaid Expenses:Prepaid-Insurance		3,123
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		481
1537 Fixed Assets:Acc Dep - Remodeling - Osage Beach Office		0
1545 Fixed Assets:Accumulated Depreciation - Equipment		1,555
1900 Accounts Payable	3,093	(2,997)
2007 Current Liabilities:Non-Medicaid Payable	0	
2008 Current Liabilities:Ancillary Services Payable	0	
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		(160)
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		(137)
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		(32)
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		(76)
2071 Current Liabilities:Payroll Clearing:Pre-tax W / H		104
2072 Current Liabilities:Payroll Clearing:Post-tax W / H		125
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		33
2074 Current Liabilities:Payroll Clearing:Health Insurance W / H		76
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(161)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	3,093	55,934
Net cash provided by operating activities	(62,709)	66,340
INVESTING ACTIVITIES		
1531 Fixed Assets:Keystone Remodeling		(7,600)
Net cash provided by investing activities	0	(7,600)
FINANCING ACTIVITIES		
3010 Restricted SB 40 Tax Fund Balances:Transportation	(64,337)	
3501 Restricted Services Fund Balances:Operational		(18,230)
3599 Restricted Services Fund Balances:Other		3,577
3999 Clearing Account		(3,577)
Net cash provided by financing activities	(64,337)	(18,230)
Net cash increase for period	(127,046)	40,510
Cash at beginning of period	1,514,959	216,167
Cash at end of period	1,387,914	256,678

Statement of Cash Flows

January - July, 2023

	SB 40 Tax	Services
OPERATING ACTIVITIES		
Net Income	607,509	23,904
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Services:Medicaid Direct Service		4,648
1215 Services:Non-Medicaid Direct Service		10,532
1220 Services:Ancillary Services		5,538
1455 Prepaid Expenses:Prepaid-Insurance		9,125
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		3,325
1537 Fixed Assets:Acc Dep - Remodeling - Osage Beach Office		0
1545 Fixed Assets:Accumulated Depreciation - Equipment		10,882
1555 Fixed Assets:Accumulated Depreciation - Vehicles		(6,740)
1900 Accounts Payable	3,643	1,313
2007 Current Liabilities:Non-Medicaid Payable	655	
2008 Current Liabilities:Ancillary Services Payable	1,388	
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		(160)
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		(137)
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		(32)
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		(76)
2071 Current Liabilities:Payroll Clearing:Pre-tax W / H		14
2072 Current Liabilities:Payroll Clearing:Post-tax W / H		84
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		205
2074 Current Liabilities:Payroll Clearing:Health Insurance W / H		76
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		449
2078 Current Liabilities:Payroll Clearing:Misc W / H		224
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	5,686	53,181
Net cash provided by operating activities	613,195	77,085
INVESTING ACTIVITIES		
1531 Fixed Assets:Keystone Remodeling		(10,100)
1550 Fixed Assets:Vehicles		6,740
Net cash provided by investing activities	0	(3,360)
FINANCING ACTIVITIES		
3010 Restricted SB 40 Tax Fund Balances:Transportation	(147,337)	
3025 Restricted SB 40 Tax Fund Balances:Housing	12,000	
3030 Restricted SB 40 Tax Fund Balances:Special Needs	12,559	
3040 Restricted SB 40 Tax Fund Balances:Sheltered Workshop	(114,126)	
3055 Restricted SB 40 Tax Fund Balances:Building/Remodeling/Expansion	180,797	
3070 Restricted SB 40 Tax Fund Balances:TCM	52,587	
3501 Restricted Services Fund Balances:Operational		58,054
3505 Restricted Services Fund Balances:Operational Reserves		(43,945)
3555 Restricted Services Fund Balances:Building/Remodeling/Expansion		(66,055)
3599 Restricted Services Fund Balances:Other		(18,017)
3900 Unrestricted Fund Balances	(174,943)	(75,664)
3999 Clearing Account		18,017
Net cash provided by financing activities	(178,463)	(127,610)
Net cash increase for period	434,732	(53,885)
Cash at beginning of period	953,181	310,563
Cash at end of period	1,387,914	256,678

Check Detail - SB 40 Tax Account

July 2023

1035 Heritage SB 40 Tax Account

Date	Transaction Type	Num	Name	Amount
07/07/2023	Bill Payment (Check)	1150	Childrens Learning Center	(25,365.35)
07/07/2023	Bill Payment (Check)	1151	I Wonder Y Preschool	(2,935.05)
07/07/2023	Bill Payment (Check)	1152	Lake Area Industries	(16,115.14)
07/07/2023	Bill Payment (Check)	1153	Skillset LLC	(318.24)
07/11/2023	Expense	07/11/2023 - SB 40	Heritage Bank	(25.00)
07/14/2023	Bill Payment (Check)	1154	DMH Local Tax Matching Fund	(3,136.97)
07/23/2023	Bill Payment (Check)	1155	OATS, Inc.	(64,336.85)
07/23/2023	Bill Payment (Check)	1156	Our Saviors Lighthouse Child & Family Development Center	(2,462.10)
07/30/2023	Bill Payment (Check)	1157	Camden County Senate Bill 40 Board	(20,156.00)

Check Detail - Services Account

July 2023

1080 Heritage Services Account

Date	Transaction Type	Num	Name	Amount
07/07/2023	Bill Payment (Check)	1663	Theresa Washburn	(54.76)
07/07/2023	Bill Payment (Check)	1664	Theresa Washburn	(713.30)
07/07/2023	Bill Payment (Check)	1665	All American Termite & Pest Control	(107.00)
07/07/2023	Bill Payment (Check)	1666	Ameren Missouri	(253.06)
07/07/2023	Bill Payment (Check)	1667	AT&T	(117.50)
07/07/2023	Bill Payment (Check)	1668	Camden County PWSD #2	(50.63)
07/07/2023	Bill Payment (Check)	1669	Connie L Baker	(80.35)
07/07/2023	Bill Payment (Check)	1670	Daniel Burrows	(97.00)
07/07/2023	Bill Payment (Check)	1671	Direct Service Works	(1,195.00)
07/07/2023	Bill Payment (Check)	1672	Eddie L Thomas	(50.00)
07/07/2023	Bill Payment (Check)	1673	Elizabeth L Chambers	(109.38)
07/07/2023	Bill Payment (Check)	1674	Jennifer Lyon	(100.10)
07/07/2023	Bill Payment (Check)	1675	LaCiede Electric Cooperative	(456.71)
07/07/2023	Bill Payment (Check)	1676	Linda Simms	(147.58)
07/07/2023	Bill Payment (Check)	1677	Lori Cornwell	(50.00)
07/07/2023	Bill Payment (Check)	1678	Mary P Petersen	(73.21)
07/07/2023	Bill Payment (Check)	1679	Nicole Bundick	(136.75)
07/07/2023	Bill Payment (Check)	1680	Nicole M Whittle	(62.50)
07/07/2023	Bill Payment (Check)	1681	Office Business Equipment	(904.80)
07/07/2023	Bill Payment (Check)	1682	Patricia L. Strouse	(124.02)
07/07/2023	Bill Payment (Check)	1683	Ryan Johnson	(122.53)
07/07/2023	Bill Payment (Check)	1684	VERIZON	(225.36)
07/07/2023	Expense	07/07/2023	Connie L Baker	(1,418.25)
07/07/2023	Expense	07/07/2023	Rachel K Baskerville	(1,554.54)
07/07/2023	Expense	07/07/2023	Myrna Blaine	(832.93)

07/07/2023	Expense	07/07/2023	Jeanna K Booth	(1,840.74)
07/07/2023	Expense	07/07/2023	Emily J Breckenridge	(1,451.47)
07/07/2023	Expense	07/07/2023	Nicole Bundick	(1,406.29)
07/07/2023	Expense	07/07/2023	Daniel Burrows	(1,536.88)
07/07/2023	Expense	07/07/2023	Elizabeth L Chambers	(1,257.78)
07/07/2023	Expense	07/07/2023	Lori Cornwell	(1,905.86)
07/07/2023	Expense	07/07/2023	Robyne Gerstner	(1,484.24)
07/07/2023	Expense	07/07/2023	Ryan Johnson	(1,958.59)
07/07/2023	Expense	07/07/2023	Jennifer Lyon	(1,803.29)
07/07/2023	Expense	07/07/2023	Mary P Petersen	(1,693.18)
07/07/2023	Expense	07/07/2023	Linda Simms	(1,224.51)
07/07/2023	Expense	07/07/2023	Patricia L. Strouse	(1,153.52)
07/07/2023	Expense	07/07/2023	Eddie L Thomas	(3,008.82)
07/07/2023	Expense	07/07/2023	Theresa Washburn	(1,380.76)
07/07/2023	Expense	07/07/2023	Rebecca West	(1,430.01)
07/07/2023	Expense	07/07/2023	Nicole M Whittle	(1,967.96)
07/07/2023	Expense	07/07/2023	ADP TAX	(9,789.17)
07/07/2023	Expense	07/07/2023 - 2	ADP TAX	(167.68)
07/11/2023	Bill Payment (Check)	1685	Elizabeth L Chambers	(150.20)
07/11/2023	Bill Payment (Check)	1686	FP Mailing Solutions - Postge Reserve Acct	(1,500.00)
07/11/2023	Bill Payment (Check)	1687	Rebecca West	(241.00)
07/14/2023	Bill Payment (Check)	1688	All American Termite & Pest Control	(25.00)
07/14/2023	Bill Payment (Check)	1689	All Seasons Services	(465.00)
07/14/2023	Bill Payment (Check)	1690	AT&T	(179.23)
07/14/2023	Bill Payment (Check)	1691	FP Mailing Solutions	(102.00)
07/14/2023	Bill Payment (Check)	1692	Rachel K Baskerville	(634.56)
07/14/2023	Bill Payment (Check)	1693	Refills Ink	(459.92)
07/14/2023	Bill Payment (Check)	1694	SUMNERONE	(2,558.90)
07/14/2023	Bill Payment (Check)	1695	Wilson Toellner CPA	(2,180.00)
07/21/2023	Expense	07/21/2023	Connie L Baker	(1,414.80)
07/21/2023	Expense	07/21/2023	Rachel K Baskerville	(1,554.54)
07/21/2023	Expense	07/21/2023	Myrna Blaine	(688.46)
07/21/2023	Expense	07/21/2023	Jeanna K Booth	(1,840.74)
07/21/2023	Expense	07/21/2023	Emily J Breckenridge	(1,451.48)
07/21/2023	Expense	07/21/2023	Nicole Bundick	(1,438.95)
07/21/2023	Expense	07/21/2023	Daniel Burrows	(1,384.77)
07/21/2023	Expense	07/21/2023	Elizabeth L Chambers	(1,257.44)
07/21/2023	Expense	07/21/2023	Lori Cornwell	(1,905.87)
07/21/2023	Expense	07/21/2023	Alyssa Dyer	(798.90)
07/21/2023	Expense	07/21/2023	Robyne Gerstner	(1,613.45)
07/21/2023	Expense	07/21/2023	Ryan Johnson	(2,038.11)
07/21/2023	Expense	07/21/2023	Jennifer Lyon	(1,803.28)
07/21/2023	Expense	07/21/2023	Mary P Petersen	(1,693.19)
07/21/2023	Expense	07/21/2023	Linda Simms	(1,168.63)
07/21/2023	Expense	07/21/2023	Patricia L. Strouse	(1,153.51)
07/21/2023	Expense	07/21/2023	Eddie L Thomas	(3,008.83)
07/21/2023	Expense	07/21/2023	Rebecca West	(1,066.60)
07/21/2023	Expense	07/21/2023	Nicole M Whittle	(1,862.22)

07/21/2023	Expense	07/21/2023	ADP TAX	(9,309.69)
07/23/2023	Bill Payment (Check)	1696	All American Termite & Pest Control	(167.00)
07/23/2023	Bill Payment (Check)	1697	Bankcard Center	(1,003.41)
07/23/2023	Bill Payment (Check)	1698	Big Oak Storage LLC	(148.00)
07/23/2023	Bill Payment (Check)	1699	CARF International	(995.00)
07/23/2023	Bill Payment (Check)	1700	City Of Camdenton	(36.12)
07/23/2023	Bill Payment (Check)	1701	Columbia Associates Architecture & Interior Design	(7,600.00)
07/23/2023	Bill Payment (Check)	1702	Emily J Breckenridge	(671.25)
07/23/2023	Bill Payment (Check)	1703	Happy Maids Cleaning Services LLC	(120.00)
07/23/2023	Bill Payment (Check)	1704	Lake Area Industries	(50.00)
07/23/2023	Bill Payment (Check)	1705	Lake Regional Occupational Medicine Clinic	(119.00)
07/23/2023	Bill Payment (Check)	1706	Lebanon Phone Center & Alarm Inc	(705.00)
07/23/2023	Bill Payment (Check)	1707	MO Consolidated Health Care	(11,172.68)
07/23/2023	Bill Payment (Check)	1708	Myrna Blaine	(100.00)
07/23/2023	Bill Payment (Check)	1709	Office Business Equipment	(40.00)
07/23/2023	Bill Payment (Check)	1710	SUMNERONE	(1,745.91)
07/28/2023	Bill Payment (Check)	1711	Robyne Gerstner	(157.93)
07/30/2023	Bill Payment (Check)	1712	Aflac	(805.03)
07/30/2023	Bill Payment (Check)	1713	Charter Business / Spectrum	(599.87)
07/30/2023	Bill Payment (Check)	1714	Delta Dental of Missouri	(508.64)
07/30/2023	Bill Payment (Check)	1715	GFL Environmental	(73.94)
07/30/2023	Bill Payment (Check)	1716	Globe Life Liberty National Division	(72.86)
07/30/2023	Bill Payment (Check)	1717	Lake Regional Health System	(1,300.00)
07/30/2023	Bill Payment (Check)	1718	MSW Interactive Designs LLC	(35.00)
07/30/2023	Bill Payment (Check)	1719	Principal Life Insurance Company	(191.36)
07/30/2023	Bill Payment (Check)	1720	Rachel K Baskerville	(441.69)
07/30/2023	Bill Payment (Check)	1721	Republic Services #435	(194.59)
07/30/2023	Bill Payment (Check)	1722	Staples Advantage	(284.16)
07/30/2023	Bill Payment (Check)	1723	Summit Natural Gas of Missouri, Inc.	(27.05)
07/31/2023	Check	SVCCHRG		(4.50)
07/31/2023	Expense	July 2023	Lagers	(4,664.83)

July 2023
Credit Card Statement

ACCOUNT NUMBER	BILLING DATE	STATEMENT BALANCE	DUE DATE	MINIMUM PAYMENT DUE
**** * 9588	07/31/23	\$1,297.33	08/25/23	\$38.91

BR BRCB X003 YY *
018222

ENTER PAYMENT AMOUNT

000716



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

000389101297330140580949462064

ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	CREDIT LIMIT	AVAILABLE CREDIT
**** * 9588		07/31/23	08/25/23	10,000.00	8,702.67

POST TRAN REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
----------------------------	----------------------	--------	-----------

00/0000/00	PURCHASES	1,299.98	
00/0000/00	PAYMENTS	-1,006.06	
07/25 07/25 75397353206612320010200	LOCKBOX PMT-THANK YOU	-1,003.41	

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

*****7348 CONNIE BAKER 684.12

00/0000/00	PURCHASES	AMOUNT
07/13 07/12 05416013193141000175488	WAL-MART #0089 CAMDENTON MO	125.58
07/13 07/11 52704873193091490000177	PIZZA HUT 009917 CAMDENTON MO	65.55
07/20 07/19 12302023200001302631070	National Pen Co. LLC_U Dover DE	317.54
07/21 07/20 05436843202400103733022	WM SUPERCENTER #89 CAMDENTON MO	28.29
07/21 07/20 05436843202400103733105	WM SUPERCENTER #89 CAMDENTON MO	73.54
07/24 07/21 55429503202745074706017	VISTAPRINT 8662074955 MA	76.24

00/0000/00	PAYMENTS	-2.62
------------	----------	-------

07/17 07/15 05587453196000000282017 RBT PIZZA HUT 009917 EasySavings NY -2.62
*****1306 JEANNA BOOTH 169.77

00/0000/00	PURCHASES	AMOUNT
07/20 07/19 05436843201000333598459	DOMINO'S 1634 CAMDENTON MO	125.91
07/21 07/19 05436843201100123341563	DOLLAR GENERAL #19749 OSAGE BEACH MO	41.75
07/21 07/19 05436843201300225172284	CASEYS #2593 OSAGE BEACH MO	3.14

00/0000/00	PAYMENTS	-0.03
------------	----------	-------

07/24 07/23 05587453204000000291554 RBT CASEYS #2593 EasySavings NY -0.03
*****3322 LINDA SIMMS 81.83

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE	ACCOUNT SUMMARY
			00.00%	
PURCHASES 0.00	1.4292%	17.15%	NUMBER OF DAYS IN THIS BILLING CYCLE 31	PREVIOUS BALANCE 1,003.41
			NEW CASH ADVANCES 0.00	PURCHASES - 1,299.98
CASH ADVANCES 0.00	1.8458%	22.15%	CASH ADVANCE FEE 0.00	CASH ADVANCES - 0.00
				CREDITS + 0.00
				PAYMENTS + -1,006.06
				OTHER CHARGES - 0.00
				FINANCE CHARGE + 0.00
				NEW BALANCE = 1,297.33

CURRENT PAYMENT DUE: 38.91	+ PAST DUE AMOUNT: 0.00	= TOTAL AMOUNT DUE: 38.91
----------------------------	-------------------------	---------------------------



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POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
			PURCHASES		81.83
07/24	07/23	55310203204083382713450	AMZN MKTP US*8W6EZ9FG3	AMZN.COM/BILL	WA 10.95
07/25	07/24	51742953205083710860045	IDENTOGO - MO FINGERPR	877-512-6962	MO 42.75
07/26	07/25	15449853206204600244635	MO DMV	8504449330	MO 3.13
07/28	07/28	55432863209208017741290	AMZN MktP US*T65SJ9YEO	Amzn.com/bill	WA 25.00
*****9314 EDDIE THOMAS					361.61
			PURCHASES		361.61
07/03	07/01	12302023182000097073722	Indeed Jobs	Austin	TX 90.00
07/05	07/04	55432863185200614669048	INTUIT *QBooks Online	CL.INTUIT.COM	CA 200.00
07/21	07/20	75418233201178761562863	PY *SMART SPOT STORAGE	CAMDENTON	MO 71.61

0000310 0001/01 151000
000074910001/ 2027

mine's Card
Office Supplies

Give us feedback @ survey.walmart.com
Thank you! ID #:7SJW1WZ52J



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

ST# 00089	OP# 004307	TE# 22	TR# 08613	
CUTLERY	007874208942		4.78	0
CUTLERY	068113170247		4.78	0
GV PREM 18M	019434606680		14.82	0
GV PREM 18M	019434606680		14.82	0
GV COL 96CT	007874214137	F	25.98	0
FACE TISSUE	007874235277		6.54	0
FOAM PLATES	007874208830		5.42	0
HAND SOAP	019434605619		4.97	0
HAND SOAP	019434605621		4.97	0
FACE TISSUE	007874235277		6.54	0
SPKL 6D PAS	003040022253		7.28	0
SPKL 6D PAS	003040022253		7.28	0
GV .5L WATER	007874227909	F	5.36	0
GV .5L WATER	007874227909	F	5.36	0

spoons/forks
TP
coffee
Keystone
paper towels
water

SUBTOTAL		118.90
MECH PENCILS 072432813868		3.34 0
MECH PENCILS 072432813868		3.34 0
SUBTOTAL		125.58
TOTAL		125.58
MCARD TEND		125.58

Mastercard
APPROVAL # 07756C
REF # 319300699896
AID A0000000041010
AAC 09D3082E14C5675E
TERMINAL # SC010130
*NO SIGNATURE REQUIRED
07/12/23 11:25:18
CHANGE DUE 0.00
ITEMS SOLD 16
TC# 6220 4467 3694 7299 1481 8



Become a member
Scan for free 30-day trial



07/12/23 11:25:32
CUSTOMER COPY

PIZZA HUT
CARRY_OUT

Ticket # 0031

Item Count: 5

Connie's Card
Board mtg.

ENTERED BY
Web2_web
009917

07/11/23

5:00 PM

Thanks for being a Hut Rewards member!

CONNIE BAKER
573-317-9233

01	1	Large Thin Veg Lovr	19.99
02	1	Large Thin CheeseStk	16.99
03	2	Order Cinnabon	14.58
04	1	LgSpclCO Large Thin Meat Lvr	13.99

Subtotal	65.55
Balance Due	65.55

Amount Tendered	65.55
Credit Card	0.00
Change	

NOW HIRING!!
jobs.pizzahut.com

130
Hut Rewards points earned today!

Excludes all promotional points. All points will be made available within 24-48 hours of purchase. Restrictions apply.

Check your progress towards FREE PIZZA
PizzaHut.com/HutRewards

Flip over for more!

Flip over for more!

Flip over for more!

Flip over for more!

Flip over for more!

Flip over for more!

personalized promotional products

PAKET

17.18

8-8-23
ALEX
846-388-9852
WILL RECEIVE CREDIT
OF 17.18 BACK TO OUR
CREDIT CARD FOR
TAX THAT
WAS CHARGED

Your product is being personalized!

When your product ships, we will send another email to let you know.

Order Summary

Order Number: #ONRD9MU-01M38-8D0 Order Date: Jul 19, 2023

Round Pencil



Barrel Color: Royal Blue

Quantity		Price
288	288 x \$0.42	\$120.96
	Setup Charge	\$35.00
	Shipping Charge	\$21.88

Product Total: \$177.84

[View Order Details](#)

122.82
300.36
TAX + 17.18
317.54

Shipping Address

Nicole Whittle
Camden County Developmental
Disability Resources
100 3rd St
Camdenton, MO 65020-7336

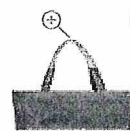
573-317-9233

Billing Address

Nicole Whittle
Camden County
Developmental Disability
Resources
100 3rd St
Camdenton, MO 65020-
7336

573-317-9233

You might also like



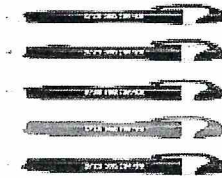
...

PAGE 2

Fw: Your Order is Being Personalized

Order Number: #ONRD9MU-01M38-8D0 Order Date: Jul 19, 2023

Elite Cirrus Pen



Barrel Color: Assorted

Ink Color: Black

Quantity

250

Setup Charge

Shipping Charge

250 x \$0.35

Price

\$87.50

\$19.95

\$15.07

Product Total: \$122.52

[View Order Details](#)

Shipping Address

Nicole Whittle
Camden County Developmental
Disability Resources
100 3rd St
Camdenton, MO 65020-7336

573-317-9233

Billing Address

Nicole Whittle
Camden County
Developmental Disability
Resources
100 3rd St
Camdenton, MO 65020-
7336

573-317-9233

You might also like



...

Connie's Card

Give us feedback @ survey.walmart.com
Thank you! ID #: /SJJWJYYZI

Walmart*

573-346-3588 Mgr: PAUL

94 CECIL ST

CAMDENTON MD 65020

ST# 00089 OP# 006245 TE# 17 TR# 01895
THUMBPRINT 007874229975 F 6.47 0
HMTRYCHS280Z 003760028751 F 13.98 0
GV 500 FM NP 007874223341 3.32 0
PLASTIC CUPS 007874204880 4.52 0
SUBTOTAL 28.29
TOTAL 28.29
MCARD TEND 28.29

Board mtg

Keystone
- napkins
- plastic cups

Mastercard **** * 7348 11

APPROVAL # 06638C
REF # 1042000314
AID A0000000041010
AAC 247F5A95E5ECF46D
TERMINAL # SC010701

*NO SIGNATURE REQUIRED
07/20/23 15:21:43
CHANGE DUE 0.00
ITEMS SOLD 4
TC# 9013 1426 1004 3461 8262



Walmart+

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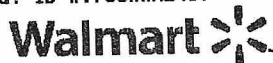


07/20/23 15:21:59
CUSTOMER COPY

Connie's Card

Back to School Fair

Give us feedback @ survey.walmart.com
Thank you! ID #:7SJWWMZ43Y



573-346-3588 Mgr:PAUL

94 CECIL ST

CAMDENTON MD 65020

ST# 00089 OP# 002651 TE# 20 TR# 07696

PEN GEAR PAP 489701410293		
10 AT 1 FOR 0.15	1.50	0
PEN GEAR PAP 489701410292		
10 AT 1 FOR 0.15	1.50	0
PG PAPER POC 489701410291		
20 AT 1 FOR 0.15	3.00	0
PG PAPER POC 489701410290		
10 AT 1 FOR 0.15	1.50	0
PG PAPER POC 489701410289		
10 AT 1 FOR 0.15	1.50	0
PG PAPER POC 489701410277		
10 AT 1 FOR 0.15	1.50	0
PG PAPER POC 489701410288		
10 AT 1 FOR 0.15	1.50	0
FOLDER 489701409610		
17 AT 1 FOR 3.62	61.54	0

SUBTOTAL 73.54

TOTAL 73.54

MCARD TEND 73.54

Mastercard **** * 7346 11

APPROVAL # 05986C

REF # 1042000314

ATD A0000000041010

AAC 073E76965CEFB414

TERMINAL # SC010143

*NO SIGNATURE REQUIRED

07/20/23

10:54:04

CHANGE DUE 0.00

ITEMS SOLD 97

TC# 1839 6971 6369 4250 7747



Become a member

Scan for free 30-day trial



07/20/23 10:54:17

CUSTOMER COPY

Commer's Care

Thank You For Your Order.

Order Date: July 21st 2023

Order #: VP_WHOK5WV

Shipping Method

Priority
Estimated Arrival Jul 31st

Shipping Address

Nicole Whittle
CCDDR
100 3rd St
Camdenton, Missouri 65020-7336
United States of America
5733179233

Billing Address

Nicole Whittle
CCDDR
100 3rd St
Camdenton, Missouri 65020-7336
United States of America
5733179233

Payment Method

 Mastercard
**** 7348 \$76.24

Items

Table Runners
In Progress
Expected Delivery Jul 31st
Quantity: 1



Selected Options 

Item Total ~~\$60.34~~ \$60.25

Order Summary

Product Total \$60.25
Shipping \$15.99
Total paid **\$76.24**

CREDIT \$2.67 FOR KSENA CREDIT CARD
AT PIZZA HUT

Jenna's card

Team Meeting

#15

*** GUEST CUSTOMER**
BOOTH
255 KEYSTONE INDUSTRIAL PARK
DR
CAMDENTON, MO 65020
(573) 693-1513

PAID

Est Order Ready: 11:41 AM

DELIVERY INSTRUCTIONS: ;CAMDEN COUNTY
DISABILITY RESOURCES

SUMMARY

#15

- 1-14" HandToss New Veggie Pizza
 - 3-14" HandToss Pizza
 - 1-14" Thin New Veggie Pizza
 - 2-14" Thin Pizza
- TOTAL ITEMS: 7

ORDER: Oven

- 1 14" Thin Pizza \$12.49
 - 1 14" HandToss Pizza \$12.49
 - 1 14" HandToss Pizza \$14.24
Pepperoni
 - 1 14" Thin Pizza \$14.24
Pepperoni
 - 1 14" HandToss Pizza \$15.99
Pepperoni, Sausage
 - 1 14" HandToss New Veggie Pizz \$18.49
(New Veggie Pizza)
 - 1 14" Thin New Veggie Pizza \$18.49
(New Veggie Pizza)
- TOTAL BOXES: 7

ORDER: Oven

COUPONS/ADJUSTMENTS

Lg 1 Topper 10.99 (.5002)	\$12.75-
1 Delivery Charge	\$3.99
Sub Total	\$97.67
Tax 1	\$7.24
Total	\$104.91

PAYMENTS

Amount Tendered	\$104.91
Balance Due	\$0.00

TIP 20.00
224.91

THIS ORDER CAN STILL EARN
POINTS TOWARD FREE PIZZA!
VISIT DOMINOS.COM/CLAIMREWARDS
WITHIN 30 DAYS TO CLAIM
YOUR POINTS

Are supposed to deduct
tax + add \$20 tip.
- JK13

Jeanna's card

Casey's General Store# 2593
579E OSAGE BEACH PKWY
OSAGE BEACH, MO 65055
Register 1

7/19/23 08:38:11
Reg:1 Cashier:ANNA
Receipt 1131634
Type SALE

-----	-----
1 Small Ice	2.99
-----	-----
SubTotal	2.99
State L	0.04
County Tax	0.04
Local/City Tax	0.07
Total	3.14
-----	-----

Received
MasterCard 3.14
MasterCard
Chip Read
Trans Type: Sale
Response : APPROVED
Card Num : XXXXXXXXXX1306
Merchant : 134000022002593
Terminal : 00999004
DeviceID : 1
Approval : 08458C
Date/Time: 2023/07/19 08:38:04
Batch : 20230719767

Seq# : 5421
Reference: 071913300380719MCBP4YIC1
5 UC000000 1
CVV2 : P (Unable to processed)

USD\$ 3.14

Mastercard
AID: A0000000041010
TVR: 0000008000
IAD:

XX
TSI: E800
ARQC: FF671A7753A9D=76

APPROVED BY ISSUER

CASEY'S REWARDS
Guest: Jeanna Booth
Rewards Account: XX*XXXXXXXXXX3254

Visit caseys.com/survey
To take a short survey about your visit
And be entered into a monthly drawing
to win a \$500 Casey's Gift Card.
Survey # 2593-0001131634-0338

DOLLAR GENERAL STORE #19749
OSAGE BEACH, MO 573-693-0380

LPTN PL ICE TEA UN 012000286209 E	13.50 N
6 @ 2.25	
STORE DISCOUNT	1.50-N
DUCK SG PKG TAPE 4 075353326213	8.00 S
SIMPLY LEMONADE 52 025000044984 E	3.00 N
MILOS SWEET TEA 091475041896 E	3.50 N
DR PEPPER 2L 078000082463 E	2.95 N
PEPSI 2 LITER 01200002304 E	2.50 N
COKE DIET 2L 049000050110 E	2.95 N
STORE DISCOUNT	0.45-N
MTN Dew 2L 01200002335 E	2.50 N
SPRITE 2L 049000050158 E	2.95 N
STORE DISCOUNT	0.45-N
SUBTOTAL	\$39.45
Tax1	\$C.66
Tax2	\$1.64
TOTAL SALE	\$41.75
MasterCard 1306 CHIP	\$41.75
AUTH# C7644C	
REF: 0C0000082149 AID: A0000000041010	

TOTAL SAVINGS
\$2.40

2023-07-19 08:30:34 19749 01 0826
890658735016339216816948419910970111321594

-----CUT HERE-----

* Complete survey at dgcus.com/first.com *
* For a chance to *
* WIN A \$100 Gift Card *
* Weekly Drawings, Must be 18+ to enter *
* Survey Code *

-----CUT HERE-----

SATURDAY JULY 22ND ONLY!
DG Store Coupon Valid 7/22/2023
\$5 OFF \$25
\$5 off your purchase of
\$25 or more (pretax)
OR SHOP ONLINE AT DOLLAR GENERAL.COM

\$25 or more (pretax) after all other DG discounts. Limit one DG \$2, \$3, or \$5 off store coupon per customer. Excludes: phone, gift and prepaid financial cards; prepaid wireless handsets, Rug Doctor rental, propane, tobacco and alcohol.
X2856599128704971

-----CUT HERE-----

.03 CREDIT FOR USING CREDIT CARD
AT CASEYS

7-231

Your Amazon.com order of "2023-2024 Academic Planner..."

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

Thu 7/20/2023 7:22 AM

To:Linda Simms <linda@ccddr.org>



| Your Account | Amazon.com

Order Confirmation

Order #112-7660213-9951418

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. The payment details of your transaction can be found on the order invoice. 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:
Monday, July 24

Your shipping speed:
FREE Prime Delivery

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

[Order Details](#)

MYRNA

Order Details

Order #112-7660213-9951418

Placed on today, July 20

2023-2024 Academic Planner - Weekly and Monthly Planner, Holidays, Contacts and Notes Pages, Vegan Leather Cover, Elastic Closure, 5.5"x8.25", Purple
Sold by Fan&Ran Leather
Condition: New

\$10.95

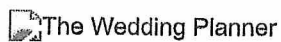
Order Total:

\$10.95

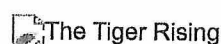
To learn more about ordering, go to [Ordering from Amazon.com](#).
If you want more information or need more assistance, go to [Help](#).

Thank you for shopping with us.
Amazon.com

You might be interested in



The Wedding Planner



The Tiger Rising



Registration Completed

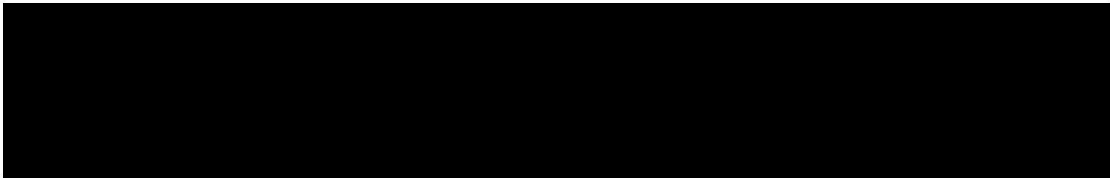
REGISTRATION DETAILS

location

Waynesville, MO-Fleetwood Dr
IdentoGO
200 Fleetwood Dr
Waynesville, MO 65583
United States
Get directions from Google Maps

appointment

Date: 07/24/2023
Time: 08:10 AM



Camden County Developmental Disability
Resources

In the event your appointment must be changed or cancelled by IDEMIA , you will be notified by phone, email or both. You may receive an automated call from Nashville, TN (629) 206-xxxx and/or an email from No-reply@uenroll.identogo.com.

PAYMENT DETAILS

*41.75 + 1.00 TRANSACTION @KARA
\$42.75*

Your total is \$41.75. Remember to bring a check, money order, credit card, or coupon code when you are fingerprinted. You will not be fingerprinted without payment.

REMINDERS

Health and wellness are critical to our ability to provide essential services to the public. If you are feeling ill on the day of your scheduled appointment, we ask that you do not visit our Enrollment Center and instead reschedule your appointment for a later date by visiting us online or call to reschedule your appointment. Be aware that if you are exhibiting

Payment Receipt

noreply@ncr.com <noreply@ncr.com>

Tue 7/25/2023 2:12 PM

To:Linda Simms <linda@ccddr.org>

Missouri: MyDMV

Payment Receipt

Thank You for Your Payment

Please save this Confirmation Number for your personal records.

Customer Name

Linda Simms

Effective Date

7/25/2023 2:12 PM Central Standard Time

Confirmation Number

20200628

Payment Method	Amount
MasterCard ***** 3322	\$3.13
Item	Payment
Record Sales	\$2.82
Transaction Fee:	\$0.31
Total Amount Paid:	\$3.13

Payment Details

Record Sales

: ProdX822330 - : e8ea818902aa4958984c1ef9b80e3288 - Linda Simms - \$2.82

A Transaction Fee has been included in the total amount paid for this transaction.

Camden County Developmental
Disability Resources
Camdenton 65020

All Enter keyword or product

Account for Camden County...

All Get the app Add People Buy Again Gift Cards

Account

Account for Camden County...

Account for Camden County...

Lists

Business Prime

0

Your Account > Your Orders > Order Details

Order Details

Ordered on July 25, 2023 Order# 111-7430989-7377842

[Printable Order Summary](#)

Shipping Address

Camden County Developmental
Disability Resources
100 3RD ST
PO BOX 722
CAMDENTON, MO 65020-7336
United States

[Change](#)

Payment Method

**** 3322

[Change](#)

Apply gift card balance

Enter code

[Apply](#)

Order Summary

Item(s) Subtotal:	\$25.00
Shipping & Handling:	\$0.00
Total before tax:	\$25.00
Estimated tax to be collected:	\$0.00
Grand Total:	\$25.00

Order method

Business

Arriving Monday



1 Pc BEEKAY 6 Feet Black Fitted Open Back Rectangular 3 Sided Table Cloth 72" Inch X 30" Inch Polyester Washable Fabric Table Cover Wedding Banquet Trade Show Trade Fair DJ Event Vendor Booth

Sold by: BEEKAY

\$25.00

Condition: New

[Add gift option](#)

[Buy it again](#)

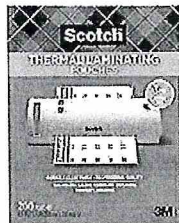
[Track package](#)

[Change Payment Method](#)

[Cancel items](#)

Top picks for you

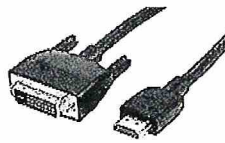
Page 1 of 7



Scotch Thermal Laminating Pouches, 200 Count, Clear, 3 mil., Laminate Business Cards, Banners and Essays, Idea...

34,797

[in Office](#)
Presentation Laminators
52 offers from \$26.06



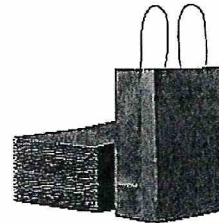
Amazon Basics HDMI to DVI Adapter Cable, Bi-Directional 1080p, Gold Plated, Black, 6 Feet, 1-...

82,179

[Choice](#) in DVI-

HDMI Adapters
\$9.49

FREE Delivery



[100 Pack] Paper Bags with Handles Bulk, 8 * 5.25 * 3.75 Inch Small Black Kraft Paper Bags, Paper Shopping Bags, Christm...

517

\$22.69

FREE Delivery



Amazon Basics Clear Thermal Laminating Plastic Paper Laminator Sheets - 9 x 11.5-Inch,...

73,922

[in Office](#)

Laminating Supplies

Deal

\$15.56

Typical: \$22.57

Recommended based on your purchase

Sponsored



Invoice

Indeed, Inc
Mail code 5160
P.O. Box 660367
Dallas, TX
75266-0367

Invoice #: 80799817
Date: 06/30/2023
Due Date: 06/30/2023

Bill to: Camden County Developmental Disability Resources
PO Box 722
Camdenton, MO 65020
jeanna@ccddr.org

Total Amount: 90.00 USD

Total Due: 0.00 USD

Description / Memo	Amount
Indeed Job Applies	90.00 USD
Sales tax	0.00 USD
Total Amount	90.00 USD

*PAID INVOICE
THIS INVOICE IS FOR YOUR RECORDS*

Date: 06/30/2023

Terms: Due upon receipt

Due Date: 06/30/2023

Information in "Bill To" section may be updated



Invoice

Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

Invoice number: 10001238122995
Total: \$200.00
Date: Jul 4, 2023
Payment method: MASTER ending 9314
Payment authorization code: 00656C

Bill to

Edmond J Thomas
Camden County Developmental Disability Resources
100 3rd St PO Box 722
Camdenton, MO 65020-7336
US
Address may be standardized for tax purposes
Company ID: 464240995

Payment details

Item	Qty	Unit price	Amount
QuickBooks Online Advanced	1	\$200.00	\$200.00
Sales tax - Exempt:			\$0.00
Total invoice:			\$200.00

Tax reporting information

Period for monthly fees:

Jul 4, 2023 - Aug 4, 2023

Total without tax:

\$200.00

Total tax:

\$0.00

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

All dates and times are Pacific Standard Time (PST).

Payment Receipt

Ed's Card

Thank you for renting **Unit #A23**.

You should receive a confirmation email. Please check your spam folder for this email because it may not be recognized.

Camdenton
4595 Osage Beach
Osage Beach, MO 65065
(573) 552-1125
<https://smartspotstorage3.storageunitsoftware.com>

7/20/2023 02:13PM

Camden County Developmental Disability Resources
PO Box 722
Camdenton, Missouri 65026

Name	Item	Description	Quantity	Unit Price	Tax	Total	Paid
Prorated	73373251	Unit A23 prorated rent for 7/20/2023 to 7/31/2023	1	\$71.61	\$0.00	\$71.61	\$71.61
Paid by Master ending in 9314						\$71.61	

Resolutions 2023-19, 2023-20, and 2023-21



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2023-19

APPROVAL OF AMENDED CULTURAL COMPETENCY & DIVERSITY 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 Cultural Competency and Diversity Plan.
2. That the Board hereby amends and adopts the Cultural Competency and Diversity 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
2023-19



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

Cultural Competency & Diversity Plan

(Revised September 2017, November 2019, September 2023)

CCDDR will support individuals served with supports/services that are effective, culturally appropriate, fully understandable by the individual served, and respectful of the individual's cultural beliefs.

We at CCDDR understand that cultural competency and diversity, on an individual level, evolves through changes in behaviors, attitudes, knowledge, and skills. On an organizational level, this evolves through changes in policy, development of structure, and providing education to staff and leadership. CCDDR recognizes that the incorporation of these two levels into a Cultural Competency and Diversity Plan for CCDDR is needed to provide quality supports/services to the individuals we serve and to also honor staff diversity.

CCDDR defines cultural competency as follows:

- A. Cultural competency is a set of congruent behaviors, attitudes, and policies that enables effective work in cross-cultural situations. 'Culture' refers to integrated patterns of human behavior that include the language, thoughts, communications, actions, customs, beliefs, values, and institutions of racial, ethnic, religious, or social groups. 'Competence' implies having the capacity to function effectively as an individual and an organization within the context of cultural beliefs, behaviors, and needs present by individuals served and their families and communities.
- B. Cultural competence includes attaining the knowledge, skills, and attitudes to enable leadership and staff to provide effective care for diverse populations. Maintenance and/or

- growth are more likely to occur where systems, supports/services, and staff utilize knowledge and skills that are culturally competent and compatible with the backgrounds of those individuals being served, their families, and the community. Cultural competence acknowledges and incorporates these variables into the ongoing assessment process which culminates with the support/service plan implemented.
- C. For CCDDR, communication competence is our ability as an agency to communicate effectively and convey information in a manner that is easily understood by diverse individuals being served and other stakeholders which may include addressing the needs of those with limited English proficiency, a variety of intellectual and developmental disabilities, or other presenting issues such as limited vision or hearing.

CCDDR's plan is based on recognized standards and includes:

- A. Assurance that individuals served receive from all staff effective, understandable, and respectful care that is provided in a manner compatible with their cultural beliefs and practices and preferred method of communication.
1. CCDDR will take steps to protect the future health of those served by incorporating health promotion, disease prevention, and wellness interventions, where appropriate.
 2. CCDDR's goals and programming supports/services will focus on the ability of each individual to fully comprehend questions, instructions, and explanations from staff, as their ability presents. Fundamentally, to be understandable the concepts must "make sense" in the cultural framework of the client.
 3. CCDDR is committed to taking into consideration the values, preferences, and expressed needs of the individual and/or their family to help create an environment in which those from diverse backgrounds feel comfortable discussing their specific needs with any member of the staff.
- B. Providing to individuals served and their guardians both verbal and written rights information in a method they can easily understand.
- C. Making available easily understood materials and signage in a method that addresses the needs of the individuals served and/or other stakeholders.
- D. Implementing a strategy to recruit, retain, and promote at all levels a diverse staff and leadership that represents the demographic characteristics of the support/service area and individuals served.
- E. Ensuring that staff at all levels across all disciplines receive ongoing education in culturally appropriate support/service implementation.
- F. Committing to a process to develop, implement, and promote a written strategic plan that outlines clear goals, policies, operational plans, and management accountability/oversight mechanisms to address culturally appropriate supports/services, as appropriate.
- G. Ensuring that data on each individual's race, ethnicity, and spoken/written/sign language are correctly detailed in chart documentation.
- H. Maintaining current demographic and cultural data of the individuals served to accurately plan for supports/services that respond to the cultural characteristics of each individual.
- I. Ensuring that conflict and grievance resolution processes are culturally sensitive and capable of identifying, preventing, and resolving cross-cultural conflicts of complaints by individuals served and families.
- J. Recognizing that staff diversity also needs to be honored and ensuring that equal employment opportunities are strictly adhered to in hiring, placement, and subsequent changes in employment status.

The overall aim of this Plan is to foster culturally competent staff and therefore quality supports/services for individuals by:

- Recognizing and honoring diversity in all forms
- Assessing cultural competency at all organizational levels
- Offering immediate access to culturally appropriate supports/services for those served and/or other stakeholders.
- Offering continuous, comprehensive cultural competency/diversity education and training for staff

CCDDR's overall strategy will be the following continuous looping sequence:

- Evaluate how well we are meeting the needs of the culturally diverse populations we serve and the needs of staff and leadership
- Plan the necessary steps and interventions needed to address any deficiencies noted and to build on the strengths identified
- Implement the developed plans
- Evaluate effects of the implementation

To confront the problem of the disparities and barriers to support/service that exist across the many different aspects of "culture", including, language, ethnicity/race, religion, sexual orientation, gender identity and expression, socioeconomic status, age, and differing abilities, this Cultural Competency and Diversity Plan has been developed and defines our expectations with respect to providing culturally proficient supports/services and employment practices.

The following represents CCDDR's commitment, on at minimum an annual basis, to include in this plan and our strategic planning process:

- The development of specific goals needed to address cultural competency
- Specific actions to meet these goals
- A time frame to meet these goals
- An update process to measure the extent to which we have met these goals

CCDDR's objectives are:

- | | |
|------------|---|
| Goal: | Ensure each Support/Service Plan and assessment used clearly spells out accurate cultural information and any needs or areas to be addressed. |
| Action: | Before each Annual Plan Conference is held, the Support Coordinator will thoroughly review each Support/Service Plan and assessment for accuracy and any missing information. Additionally, the Support Coordinator should identify any needs to be addressed during the conference for appropriate support/service planning. |
| Timeframe: | For each individual, completion of their assessments, Support/Service Plan narrative and goals implemented out of the Annual Plan Conference. Success will be noted upon both guardian and/or individual approval of the final Support/Service Plan. |
| Goal: | On an annual basis, update the characteristics of individuals served on an organizational basis for strategic planning purposes. |
| Action: | Update this document as needed in preparation of each Strategic Plan period. |
| Timeframe: | Review each year. |

- Goal: Provide web-based or in-person employee training session on cultural competency upon employment with CCDDR.
- Action: New employees will receive the training after their initial start date, and ongoing training to all employees may be administered if deemed necessary.
- Timeframe: Documentation for each new employee training will be recorded in the new employee's personnel training file showing they have completed the training session on cultural competency. Cultural competency training materials will be reviewed annually for relevance and updated as deemed necessary. If training materials are updated, training to all employees will be readministered, and employees' personnel training files will reflect the ongoing training.

We are committed to using this Cultural Competency and Diversity Plan as a tool to lay a foundation for building, learning, and updating future year goals to fully focus on culture for all stakeholder groups, including, but not limited to, individuals served, their families, and staff.



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2023-20

APPROVAL OF AMENDED POLICY #19

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 Policy #19, Employee Succession.
2. That the Board hereby amends and adopts Policy #19 (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
2023-20



Policy Number:
19
Effective: May 1, 2008
Revised: October 16, 2017,
November 14, 2019, July 9, 2020
September 12, 2023

Subject: Employee Succession

PURPOSE:

Camden County Developmental Disability Resources (CCDDR) shall have policies in place that make for a smooth transition of organizational leadership.

POLICY:

A change in leadership is inevitable for all organizations and can be a very challenging time. Therefore, it is CCDDR's policy to be prepared for an eventual change in leadership – either planned or unplanned – to ensure the stability and accountability of the organization until such time as new leadership is identified. The CCDDR Board of Directors and Executive Director shall be responsible for implementing this policy. It is also the Board's policy to evaluate the organization's leadership needs to help ensure the selection of qualified and capable leaders who are representative of the community; a good fit for the organization's mission, vision, values, goals, and objectives; and have the necessary skills for improving the organization.

It is also CCDDR's policy to develop a diverse pool of candidates and promote from within the organization first. CCDDR shall also implement an external recruiting and selection process, while at the same time encouraging the professional development and advancement of current employees.

Executive Director

The CCDDR Human Resource Committee shall have primary responsibility for selecting a new Executive Director. The exiting Executive Director, if able to do so, shall assist the Human Resource Committee in developing and implementing the transition plan. The exiting Executive Director shall also assist in the transition process as directed by the Human Resource Committee.

In the event the CCDDR Executive Director is no longer able to serve in this position and/or cannot participate in the hiring of a successor, the following shall occur:

- A. The interim executive leadership team shall be enabled and shall include:
 - 1. Targeted Case Management Director
 - 2. Community Programs and Relations Manager
 - 3. Compliance Manager

The Board Chairperson shall name the primary point of contact for the interim executive leadership team. Should any of the interim executive leadership team positions be vacant at the time of succession, the Human Resource Committee shall appoint the appropriate employee(s) relative to the vacant position(s).

It shall be the responsibility of the CCDDR Human Resource Committee to implement the following transition plan:

- A. Communicate with key stakeholders regarding actions taken by the Board in naming a successor and implementing the succession plan. The organization shall maintain a current list of key stakeholders who must be contacted, such as the Camden County Commission, government agencies, and other stakeholders.
- B. Consider the need for consulting assistance (i.e., transition management or executive search consultant) based on the circumstances of the transition.
- C. Review the organization's Strategic Plan and conduct a brief assessment of organizational strengths, weaknesses, opportunities, and threats to identify priority issues that may need to be addressed during the transition process and to identify attributes and characteristics that are important to consider in the selection of the next Executive Director.
- D. Establish a time frame and plan for the recruitment and selection process.

Once the transition plan is in place, the CCDDR Human Resource Committee shall initiate the recruitment and selection process for a replacement Executive Director. This shall include the following:

- Determination of the need for any change in total compensation package for the vacant position
- Reviewing current job description
- Engaging services of a management selection firm, if deemed necessary
- Allow current employees to apply for the position
- Advertise the position in area/statewide newspapers
- Advertise the position within state associations (MACDDS, MO-ANCHOR, MARF, etc.)
- Advertise the position using Internet resources
- Review all resumés and applications
- Interview selected applicants
- Select a finalist and make an offer of employment contingent upon background screening requirements
- Conduct all preliminary background checks
- Approve the selected candidate (by the full Board)

Other Leadership Positions

It is CCDDR's policy to foster professional advancement and identify qualified candidates from within the organization who possess the skills and abilities necessary to be successful in other leadership positions. CCDDR embraces employee education, training, and cross training efforts so its employees can develop skills for future advancement opportunities. CCDDR will always consider promoting from within the organization first when other leadership positions become available. When other leadership positions become available, the Executive Director shall first review CCDDR's current list of qualified employee candidates. The Executive Director may appoint a qualified employee to fill the other leadership position in the interim. The Executive Director may also authorize the Compliance Manager to internally post the other leadership position within the organization to solicit competitive applications for an interview process until the best and most qualified employee candidate is chosen. If appropriate and circumstances warrant the need to do so, the Executive Director may consult with employee candidates' supervisor(s), other leadership position's supervisor (if applicable), and/or Compliance Manager before and/or until a final decision is made. If a qualified employee candidate cannot be identified, CCDDR shall implement and execute an external recruiting and selection process until the best and most qualified applicant is chosen for the other leadership position.

REFERENCES:

- CARF Standards Manual



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2023-21

APPROVAL OF AMENDED POLICY #42

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

WHEREAS, the Camden County SB 40 Board (dba Camden County Developmental Disability Resources) reviews, amends, and appeals its existing Bylaws, policies, and job descriptions and creates new Bylaws, policies, 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 Policy #42, Electronic Signatures.
2. That the Board hereby amends and adopts Policy #42 (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
2023-21



Policy Number: 42 Effective Date: November 21, 2016 Revised: September 12, 2023
Subject: Electronic Signatures

PURPOSE:

Federal and state laws authorize the acceptance of electronic signatures as legal and enforceable for most purposes. Camden County Developmental Disability Resources (CCDDR) recognizes this general standard as well as the increased operational efficiency gained from conducting transactions electronically. This policy authorizes the use of electronic signatures to the fullest extent permitted by law, using methods that are secure and practical.

This policy applies to all CCDDR Board members and employees as well as in the execution or performance of all applicable CCDDR services and business operations. This policy does not mandate the use of an electronic signature or otherwise limit the right of a party to conduct a transaction on paper, nor does it apply to any situation where a written signature is required by law. This policy does not require a specific method for acceptance of an electronic signature but authorizes implementation of any method that provides an appropriate level of authentication assurance.

POLICY:

When electronic records are utilized, electronic signatures will be accepted where a signature is required and will be accepted as legally binding and equivalent to a handwritten signature. Employees who falsify an electronic signature are subject to disciplinary action, up to and including termination of employment and criminal prosecution under applicable federal and state laws. Employees are required to report any suspect or fraudulent activities related to electronic signatures immediately.

This policy complements – but does not replace – the Board’s current policies, manuals, and Bylaws.

REFERENCES:

- Section 432.230 RSMo
- DMH/Division of DD Directive 1.060