



March 21st, 2016

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

Open Session Board Meeting

Agenda

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

Tentative Agenda for Open Session Board Meeting on March 21st, 2016, 4:00 PM

This Board Meeting will be held at:

253 Keystone Industrial Park Drive

Camdenton, MO 65020

Call to Order/Roll Call

Approval of Agenda

Approval of Open Session Board Meeting Minutes for February 22nd, 2016

Acknowledgement of Distributed Materials to Board Members

- CLC Monthly Reports
- LAI Monthly Reports
- 2014 Final Audit Report
- Support Coordination Report
- CARF Report
- Agency Economic Report
- February 2016 Credit Card Statement
- Resolution 2016-17, 2016-18, and 2016-19

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."

Monthly Reports

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

Speakers/Guests

- NONE

Old Business for Discussion

- NONE

New Business for Discussion

- 2014 Final Audit Report

February Support Coordination Report

February CARF Report

February Agency Economic Report

February 2016 Credit Card Statement

Discussion and Conclusion of Resolutions:

1. Resolution 2016-17: LAI POS Contract April 1st to December 31st, 2016 – Sheltered Employment
2. Resolution 2016-18: CLC POS Contract April 1st to December 31st, 2016 – Personal Assistant, Day Habilitation, and First Steps In-Home
3. Resolution 2016-19: Amended TCM Office Manager Job Description

Closed Session Pursuant to RSMo 610.021, Subsections (1), (3), & (13)

Adjournment

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

Ed Thomas, CCDDR Executive Director

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

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

February 22nd, 2016
Open Session Minutes

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Open Session Minutes of February 22, 2016

Members Present Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher via Telephone

Members Absent Brian Willey

Others Present Ed Thomas, Executive Director

Guests Marilyn Martin (LODC),
Susan Daniels, Lisa Berkstresser, Kathy Bayes (CLC)
Lisa Jackson
Tiffany Maasen,
Edmond Thomas, Linda Simms, Jeanna Cupp (CCDDR)

Approval of Agenda

Motion by Angela Sellers, second Bob Robinson, to approve the agenda as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Approval of Open Session Board Minutes for January 25, 2016

Motion by Angela Sellers, second Suzanne Perkins to approve the January 25 minutes as presented.

AYE: Judy Crawford, Angela Sellers, Suzanne Perkins,
Jim Powell, Bob Robinson, Max Fisher

NO: None

Abstain: Lisa Jackson and Paul DiBello because they were
not present at the January 25, 2016 board meeting.

Acknowledgement of Distributed Materials to Board Members

- CLC Monthly Reports
- LAI Monthly Reports
- CCDDR Employment & Transportation Surveys
- Support Coordination Report
- CARF Report
- Agency Economic Report
- January 2016 Credit Card Statement

- Resolutions 2016-2, 2016-3, 2016-4, 2016-9, 2016-10, 2016-11, 2016-12, 2016-13, 2016-14, and 2016-15, 2016-16

Monthly Reports

Lake Ozarks Developmental Center (LODC)

Marilyn Martin

LODC is completing the MEHTAP grant for 2017. Many LODC vans require maintenance work and lifts have been recalled on some vans. Approximately 110 persons attended the LODC valentine party which helped to make it a huge success. LODC has been contacted by some Osage Beach businesses to service their vending machines. February 23, LODC will be hosting a cooking class.

The Board chair introduced the two new board members, Lisa Jackson and Paul DiBello.

Children's Learning Center (CLC)

Susan Daniels

CLC's enrollment is up by 11% (6 new kids). Yankee Candle fund raiser brought in \$612. The new rubber flooring has been installed in the sensory room. Dream Builders donated toys for the new room. CLC made the top 5 in best of the lake. The last day of EDGE is February 26. A meeting will be held to terminate the lease with the church. Per Lisa, information regarding the closing of EDGE had leaked out earlier than planned. CCDDR Director stated for record, it was not him nor did it come from CCDDR. CLC stated that the MEDICAID contract would need to be revised to omit EDGE.

The resolution in January was to help cover expenses for the first 6 months. The EDGE program will be reevaluated. Camdenton schools will be approached to see if there is a possibility it can be held at one of the schools.. This would create a great unison to get the needed service up and rolling. CLC's EDGE had previously been presented as a day care instead of a support services program

Lake Area Industries (LAI)

Tiffany Maasen

Tiffany shared that a LAI employee passed away. One of the many items the Department of Labor (DOL) is looking at in the ongoing LAI audit is to certify all staff and sub-minimal employees are properly classified. After completion of the DOL, Evers & Company, DESE audits, Tiffany requested DMH meet with LAI. Contract packaging is down 17% for the month due to Keefe going thru major changes. LAI is bidding on 7 new projects. Foam recycling contractors are committed to begin on or about March 15 and deliver 3 loads of foam daily. Shredding is down somewhat due to 2 trucks being out of service and LAI using a box truck. Gifted Gardens will open April 1. Gifted Goods Thrift Store will place ads on E-Bay Ann Bledsoe assisting.. Wood products are up due to better inventory controls being put in place with the help of accounting. Tiffany and CCDDR are working with DMH to increase transportation trip rates. Brian Willey and Lisa Jackson are on a fund raising committee to help raise funds for automatic opening doors at the front of LAI and also for the bathrooms. CCDDR board member Bob Robinson asked how much stress has been put on the staff of LAI in preparation of the audits. Tiffany stated it took 4 people 4 weeks to get information together for the DOL audit, gathering information for DESE took two days and Evers audit should require little staff time.

Speakers/Guests

- None

Old Business for Discussion

- None

New Business for Discussion

- **CCDDR Employment & Transportation Surveys**

The survey taken by employees of the workshop indicated there was interest by some to work at a business other than the workshop. CCDDR is identifying needs to see if the agency can make this happen. WIOA changes will take place. More will be known on this subject in July.

January Support Coordination Report

CCDDR is 4 people ahead of projected budget. Presently there are 294 clients and 20 persons going thru the intake process. Twelve First Steps kids may transition to CCDDR by March 15.

Motion by Suzanne Perkins, second Bob Robinson, to approve the report as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

January CARF Report

CARF report was revamped last year. CARF is a self measurement system to meet goals. If goals are met, then goals must be set higher or changed.. The agency is still in the process of tweaking numbers.

Motion by Bob Robinson, second Max Fisher, to approve the report as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

January Agency Economic Report

January TCM revenue had a \$22,000.00 shortfall due to more than usual paid time off. TCM revenue will even out over the next ten month and should be level by the end of year. Billable Medicaid is being checked in order to rebill. A new chart has been created to show tracking of Medicaid billing.

Motion by Bob Robinson, second Max Fisher, to approve the report as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

January, 2016 Credit Card Statement (Review & Questions):

No questions and a vote not necessary.

Discussion and Conclusion of Resolutions

Resolution 2016- 2: Calendar Year 2016 Human Resource Committee Nominations & Appointments

Resolution 2016-2 had been tabled from the January Board meeting awaiting appointments by the Commissioners for CCDDR new board members.

Judy Crawford is a member by default – Chair is Ex- officio. Names called for appointment by Board Members:

Bob Robinson Chair
Lisa Jackson Secretary

Motion by Angela Sellers, second Jim Powell, to approve the appointments and resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-3 Calendar year 2016 Budget Appropriations Committee Nominations and Appointments

Resolution 2016-3 had been tabled from the January Board meeting awaiting appointments by the Commissioners for CCDDR new board members.

Judy Crawford is a member by default – Chair is Ex- officio. Names called for appointment by Board Members:

Bob Robinson Chair
Suzanne Perkins Member
Brian Willey Secretary

Motion by Angela Sellers, second Jim Powell, to approve the appointments and resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-4 Calendar year 2016 Budget Agency Governance Committee Nominations & Appointments

Resolution 2016-4 had been tabled from the January Board meeting awaiting appointments by the Commissioners for CCDDR new board members. The Budget Agency Governance Committee meets once a year to evaluate and review agency by-laws and policies for any necessary changes or additions.

Judy Crawford is a member by default – Chair is Ex- officio. Names called for appointment by Board Members:

Max Fisher Chair
Angela Sellers Member
Jim Powell Secretary

Motion by Bob Robinson second, Suzanne Perkins, to approve the appointments and resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-9 Amended Community Resource Specialist Job Description

Resolution 2016-9 adds/changes verbiage to Community Resource Specialist Job Description to include supervisory duties over the Intake Coordinator, changes minimum starting wage from \$14.00 to \$16.00 and be agency public relations person.

After presentation and further discussion of Resolution 2016-9

Motion by Bob Robinson, second Max Fisher, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-10 New Job Creation and Description – Intake Coordinator

Resolution 2016-10 is to change the current job description of Intake And Quality Assurance Coordinator to Intake Coordinator reporting to Community Resource Specialist.

After presentation and further discussion of Resolution 2016-10

Motion by Max Fisher, second Bob Robinson, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-11 New Job Creation and Description - Quality Assurance Coordinator

Resolution 2016-11 change shows qualifications for this job must have 3 years Support Coordinator experience and separation from intake duties.

After presentation and further discussion of Resolution 2016-11

Motion by Bob Robinson, second Suzanne Perkins, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-12 Amendment to LAI Capital Funding Contract January 1st to December 31st, 2016

LAI requested to reallocate capital funding in the amount of \$15,000 originally restricted for the purpose of “sewer connection” be moved and restricted for “electrical Upgrade/Repairs.”

After presentation and further discussion of Resolution 2016-12

Motion by Bob Robinson, second Jim Powell, to approve the resolution as presented

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-13 Contract for Banking Services

Resolution proposes to extend 2014 RFP for Bank of Sullivan banking services another two years from 5-1-2016 to 4-30-2018.

After presentation and further discussion of Resolution 2016-13

Motion by Jim Powell, second Bob Robinson, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-14 Contract for Auditing Services

Resolution proposes to extend 2014 RFP for Evers auditing services another two years from 5-1-2016 to 4-30-2018.

After presentation and further discussion of Resolution 2016-14

Motion by Suzanne Perkins, second Angela Sellers, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-15 Contract for Legal Services

Resolution proposes to extend 2014 RFP for Brian Cave legal services another two years from 4-1-2016 to 03-31-2018.

After presentation and further discussion of Resolution 2016-15

Motion by Bob Robinson, second Angela Sellers, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

Resolution 2016-16 Community Resources Committee Creation Contract for Legal Services

Education in the community is now vital to CCDDR success. Also, a committee is needed to help monitor the activities of agencies receiving funds or requesting funds from CCDDR.

Judy Crawford is a member by default – Chair is Ex- officio. Names called for appointment by Board Members:

Max Fisher Chair
Lisa Jackson Member
Paul DiBello Secretary

After presentation and further discussion of Resolution 2016-16

Motion by Jim Powell, second Angela Sellers, to approve the resolution as presented.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

Motion by Suzanne Perkins, second Angela Sellers, to adjourn to closed session pursuant to section 610.021 RSMO, subsections (1), (3), (13), and (17). A voice vote was taken.

AYE: Judy Crawford, Lisa Jackson, Angela Sellers,
Suzanne Perkins, Jim Powell, Bob Robinson,
Paul DiBello, Max Fisher

NO: None

The Board returned from Closed Session

Motion by Suzanne Perkins, second Bob Robinson, to adjourn meeting.

AYE: Judy Crawford, Ann Bledsoe, Max Fisher,
Jim Powell, Brian Willey, Angela Sellers,
Suzanne Perkins, Bob Robinson

NO: None

Board Chairman

Secretary

CLC Monthly Report



**Monthly Supporting Documents
for
FEB 2016**

Presented to CCDDR & SB40
MARCH 2016

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

CHILDREN'S LEARNING CENTER
AGENCY UPDATE/PROGRESS REPORT
FEBRUARY 2016

○ **CHILD COUNT/ATTENDANCE**

Step Ahead currently has 23 children enrolled
16 of the 23 with special needs/dd

79.11 average (72.5 in am / 85.72 in afternoon)

○ **COMMUNITY EVENTS**

Attended:

2/22 Attended monthly SB40 Meeting (Susan, Lisa, Kathy)

Current / Upcoming:

2/12 - CLC Valentines Party

2/24 - MSHP Compliance Review

3/14 - Staff meeting 4pm

3/17 - Parent/Teacher Conferences

4/16 - Dogwood Parade "Out of this World"

6/10 - 9th Annual Night GLOW 5k

○ **GENERAL PROGRAM NEWS**

2/17 - Work Comp Audit

2/24 - MSHP Compliance Review

○ **FUNDING/BUDGET**

- Added 4 more DD kids for February which will increase funding
- Addition of 2 one-on-ones

○ **FUNDRAISING/GRANTS**

2/5 - Yankee Candle Fundraiser ended - Raised \$613.14

2/17 - Received & installed rubber flooring for Hope Depot Foundation Grant awarded - sent press release to paper (to be in March 2 paper)

2/22 - Received lego base plates from Dream Builder Toys donation request - to be installed first week of March (installation of lego wall)

CHILDREN'S LEARNING CENTER
Statement of Activity
February 2016

	First Steps	Gen & Admin	School Age	Step Ahead	Not Specified	TOTAL
Revenue						0.00
40000 INCOME						0.00
42000 Program Services						
Total 42100 First Steps	\$ 14,885.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,885.72
Total 42000 Program Services	\$ 14,885.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,885.72
43000 Tuition					0.00	0.00
43100 Dining				10.00		10.00
43110 Birthday				240.00		240.00
43120 Lunch				5.00		5.00
43130 Snack						
Total 43100 Dining	\$ 0.00	\$ 0.00	\$ 0.00	255.00	\$ 0.00	\$ 255.00
43500 Tuition			1,529.22	2,346.90		3,876.12
43505 Subsidy Tuition			296.46	817.89		1,114.35
Total 43500 Tuition	\$ 0.00	\$ 0.00	\$ 1,825.68	\$ 3,164.79	\$ 0.00	\$ 4,990.47
Total 43000 Tuition	\$ 0.00	\$ 0.00	\$ 1,825.68	\$ 3,419.79	\$ 0.00	\$ 5,245.47
45000 Other Revenue			122.15			122.15
45200 Fundraising Income				300.00		300.00
45220 Summer Night Glow 5K				613.14		613.14
45260 Yankee Candle Fundraiser						
Total 45200 Fundraising Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 913.14	\$ 0.00	\$ 913.14
45300 Miscellaneous Revenue				75.00		75.00
45310 Donations						
Total 45300 Miscellaneous Revenue	\$ 0.00	\$ 0.00	\$ 0.00	\$ 75.00	\$ 0.00	\$ 75.00
Total 45000 Other Revenue	\$ 0.00	\$ 0.00	\$ 122.15	\$ 988.14	\$ 0.00	\$ 1,110.29
Total 40000 INCOME	\$ 14,885.72	\$ 0.00	\$ 1,947.83	\$ 4,407.93	\$ 0.00	\$ 21,241.48
Total Revenue	\$ 14,885.72	\$ 0.00	\$ 1,947.83	\$ 4,407.93	\$ 0.00	\$ 21,241.48
Gross Profit	\$ 14,885.72	\$ 0.00	\$ 1,947.83	\$ 4,407.93	\$ 0.00	\$ 21,241.48
Expenditures						0.00
50000 EXPENDITURES						0.00
51000 Payroll Expenditures						0.00
51100 Employee Salaries	\$ 577.83	\$ 0.00	\$ 5,232.45	\$ 8,893.32	\$ 0.00	\$ 14,703.60
Total 51100 Employee Salaries	\$ 577.83	\$ 0.00	\$ 5,232.45	\$ 8,893.32	\$ 0.00	\$ 14,703.60
51500 Employee Taxes	\$ 452.04	\$ 0.00	\$ 483.99	\$ 791.58	\$ 0.01	\$ 1,727.62
Total 51500 Employee Taxes	\$ 452.04	\$ 0.00	\$ 483.99	\$ 791.58	\$ 0.01	\$ 1,727.62
51600 Health Insurance		0.00		289.11		289.11
51800 Payroll Bank/Electronic Transaction Fees			23.25	29.25		52.50
51900 Workermans Comp Insurance			825.00	825.00		1,650.00
Total 51000 Payroll Expenditures	\$ 1,029.87	\$ 0.00	\$ 6,564.69	\$ 10,828.26	\$ 0.01	\$ 18,422.83
52000 Advertising/Promotional	9.80		130.50	275.48		415.78
53000 Equipment				59.10		59.10
54000 Fundraising/Grants				334.15		334.15
54200 Summer Night Glow 5K	\$ 0.00	\$ 0.00	\$ 0.00	\$ 334.15	\$ 0.00	\$ 334.15
Total 54000 Fundraising/Grants	\$ 0.00	\$ 0.00	\$ 0.00	\$ 334.15	\$ 0.00	\$ 334.15
56000 Office Expenditures	72.65		108.98	181.63		363.26
56100 Copy Machine				50.97		50.97
56300 Office Supplies			9.80			9.80
56400 Postage & Delivery						
Total 56000 Office Expenditures	\$ 72.65	\$ 0.00	\$ 118.78	\$ 232.60	\$ 0.00	\$ 424.03
57000 Office/General Administrative Expenditures						0.00
57100 Accounting Fees			9.98	9.99		19.97
57150 Online Accounting Software Service						
Total 57100 Accounting Fees	\$ 0.00	\$ 0.00	\$ 9.98	\$ 9.99	\$ 0.00	\$ 19.97
57200 Bank Charges			92.15			92.15
57220 Stop Payment/Return Check Fees	\$ 0.00	\$ 0.00	\$ 92.15	\$ 0.00	\$ 0.00	\$ 92.15
Total 57200 Bank Charges	\$ 0.00	\$ 0.00	\$ 92.15	\$ 0.00	\$ 0.00	\$ 92.15
57400 Child Management Software			17.50	17.50		35.00
57600 License/Accreditation/Permit Fees	86.10			48.00		134.10

57960 Janitorial/Custodial				350.00		350.00
Total 57000 Office/General Administrative Expenditures	\$ 86.10	\$ 0.00	\$ 119.63	\$ 426.49	\$ 0.00	\$ 631.22
58000 Operating Supplies				157.61		157.61
58100 Consumables			47.09	57.53		104.62
58200 Dining			182.66	949.63		1,132.31
58400 Sanitizing				18.14		18.14
Total 58000 Operating Supplies	\$ 0.00	\$ 0.00	\$ 229.77	\$ 1,182.91	\$ 0.00	\$ 1,412.68
59000 Program Service Fees						0.00
59100 First Steps						0.00
Total 59100 First Steps	\$ 10,365.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,365.40
Total 59000 Program Service Fees	\$ 10,365.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,365.40
60000 Rent or Lease of Buildings			5,400.00			5,400.00
62000 Safety & Security	54.00		36.00	95.94		185.94
63000 Utilities						0.00
63100 Electric	150.76		100.51	251.27		502.54
63200 Internet	11.20		11.20	33.59		55.99
63300 Telephone	34.21		76.25	57.01		167.47
63400 Trash Service				35.83		35.83
63500 Water Softener				24.00		24.00
Total 63000 Utilities	\$ 196.17	\$ 0.00	\$ 187.96	\$ 401.70	\$ 0.00	\$ 785.83
Total 60000 EXPENDITURES	\$ 11,813.99	\$ 0.00	\$ 12,787.33	\$ 13,835.63	\$ 0.01	\$ 38,436.96
66000 Allocated Expenditures			583.05	1,166.12		2,332.23
Total Expenditures	\$ 12,397.05	\$ 0.00	\$ 13,370.38	\$ 15,001.75	\$ 0.01	\$ 40,769.19
Net Operating Revenue	\$ 2,488.67	\$ 0.00	\$ 11,422.55	\$ 10,593.82	\$ 0.01	\$ 19,527.71
Net Revenue	\$ 2,488.67	\$ 0.00	\$ 11,422.55	\$ 10,593.82	\$ 0.01	\$ 19,527.71

Accrual Basis

CHILDREN'S LEARNING CENTER
Statement of Activity
January - February, 2016

	First Steps	Gen & Admin	School Age	Step Ahead	Not Specified	TOTAL
Revenue						0.00
40000 INCOME						0.00
41000 Contributions & Grants						0.00
41200 Camden County SB40	-5,336.79		-585.30	-1,287.00		-7,209.09
Total 41000 Contributions & Grants	\$ 5,336.79	\$ 0.00	\$ 585.30	\$ 1,287.00	\$ 0.00	\$ 7,209.09
42000 Program Services						0.00
42100 First Steps						0.00
Total 42100 First Steps	\$ 22,053.72	\$ 0.00	\$ 0.00	\$ 2,804.00	\$ 0.00	\$ 24,857.72
Total 42000 Program Services	\$ 22,053.72	\$ 0.00	\$ 0.00	\$ 2,804.00	\$ 0.00	\$ 24,857.72
43000 Tuition					0.00	0.00
43100 Dining						0.00
43110 Birthday				10.00		10.00
43120 Lunch				415.00		415.00
43130 Snack				45.00		45.00
Total 43100 Dining	\$ 0.00	\$ 0.00	\$ 0.00	\$ 470.00	\$ 0.00	\$ 470.00
43200 Enrollment Fees			30.00	75.00		105.00
43500 Tuition			3,492.33	4,513.30		8,005.63
43505 Subsidy Tuition			553.08	1,576.81		2,129.89
Total 43500 Tuition	\$ 0.00	\$ 0.00	\$ 4,045.41	\$ 6,090.11	\$ 0.00	\$ 10,135.52
Total 43000 Tuition	\$ 0.00	\$ 0.00	\$ 4,075.41	\$ 6,635.11	\$ 0.00	\$ 10,710.52
45000 Other Revenue			122.15	35.82		157.97
45200 Fundraising Income						0.00
45220 Summer Night Glow 5K				300.00		300.00
45260 Yankee Candle Fundraiser				613.14		613.14
Total 45200 Fundraising Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 913.14	\$ 0.00	\$ 913.14
45300 Miscellaneous Revenue						0.00
45310 Donations				420.00		420.00
45312 Community Rewards				58.40		58.40
Total 45310 Donations	\$ 0.00	\$ 0.00	\$ 0.00	\$ 478.40	\$ 0.00	\$ 478.40
Total 45300 Miscellaneous Revenue	\$ 0.00	\$ 0.00	\$ 0.00	\$ 478.40	\$ 0.00	\$ 478.40
Total 45000 Other Revenue	\$ 0.00	\$ 0.00	\$ 122.15	\$ 1,427.36	\$ 0.00	\$ 1,549.51
Total 40000 INCOME	\$ 16,716.93	\$ 0.00	\$ 3,612.26	\$ 9,579.47	\$ 0.00	\$ 29,908.66
Total Revenue	\$ 16,716.93	\$ 0.00	\$ 3,612.26	\$ 9,579.47	\$ 0.00	\$ 29,908.66
Gross Profit	\$ 16,716.93	\$ 0.00	\$ 3,612.26	\$ 9,579.47	\$ 0.00	\$ 29,908.66
Expenditures						0.00
50000 EXPENDITURES						0.00
51000 Payroll Expenditures						0.00
51100 Employee Salaries						0.00
Total 51100 Employee Salaries	\$ 1,064.66	\$ 0.00	\$ 8,338.31	\$ 13,665.44	\$ 0.00	\$ 23,068.41
51500 Employee Taxes						0.00
Total 51500 Employee Taxes	\$ 499.41	\$ 0.00	\$ 752.10	\$ 1,244.82	\$ 0.01	\$ 2,496.34
51600 Health Insurance		0.00		867.33		867.33
51800 Payroll Bank/Electronic Transaction Fees			46.50	61.50		108.00
51900 Workermans Comp Insurance			825.00	825.00		1,650.00
Total 51000 Payroll Expenditures	\$ 1,564.07	\$ 0.00	\$ 9,961.91	\$ 16,664.09	\$ 0.01	\$ 28,190.08
52000 Advertising/Promotional	9.80		380.50	525.48		915.78
53000 Equipment				107.94		107.94
54000 Fundraising/Grants						0.00
54200 Summer Night Glow 5K				434.15		434.15

54510 United Way Grant								44.71
Total 54000 Fundraising/Grants	\$	0.00	\$	0.00	\$	0.00	\$	478.86
55000 Insurance								0.00
55600 Professional Liability				266.50				266.50
55700 Crime Policy						266.50		266.50
Total 55000 Insurance	\$	0.00	\$	0.00	\$	266.50	\$	533.00
56000 Office Expenditures								0.00
56100 Copy Machine		163.47		245.21		408.67		817.35
56300 Office Supplies		8.57		0.00		17.14		207.77
56400 Postage & Delivery				9.80				9.80
Total 56000 Office Expenditures	\$	172.04	\$	0.00	\$	272.15	\$	1,034.92
57000 Office/General Administrative Expenditures								0.00
57100 Accounting Fees								0.00
57150 Online Accounting Software Service		6.65		16.64		16.65		39.94
Total 57100 Accounting Fees	\$	6.65	\$	0.00	\$	16.64	\$	39.94
57200 Bank Charges								0.00
57220 Stop Payment/Return Check Fees				-3.85				-3.85
Total 57200 Bank Charges	\$	0.00	\$	0.00	\$	-3.85	\$	0.00
57400 Child Management Software				35.00		35.00		70.00
57600 License/Accreditation/Permit Fees		129.15				48.00		177.15
57960 Janitorial/Custodial		70.00		70.00		560.00		700.00
Total 57000 Office/General Administrative Expenditures	\$	205.80	\$	0.00	\$	117.79	\$	983.24
58000 Operating Supplies						237.61		237.61
58100 Consumables		1.25		98.56		69.52		169.33
58200 Dining				389.61		1,718.69		2,108.30
58400 Sanitizing						20.50		20.50
Total 58000 Operating Supplies	\$	1.25	\$	0.00	\$	488.17	\$	2,535.74
59000 Program Service Fees		30.93						30.93
59100 First Steps								0.00
Total 59100 First Steps	\$	14,396.12	\$	0.00	\$	0.00	\$	14,396.12
Total 59000 Program Service Fees	\$	14,427.05	\$	0.00	\$	0.00	\$	14,427.05
60000 Rent or Lease of Buildings				8,100.00				8,100.00
61000 Repair & Maintenance						44.00		44.00
62000 Safety & Security		54.00		36.00		170.19		260.19
63000 Utilities								0.00
63100 Electric		251.85		167.90		419.74		839.49
63200 Internet		22.40		22.40		67.18		111.98
63300 Telephone		68.31		152.34		113.83		334.48
63400 Trash Service		21.50		14.34		71.65		107.49
63500 Water Softener						48.00		48.00
Total 63000 Utilities	\$	364.06	\$	0.00	\$	356.98	\$	1,441.44
Total 50000 EXPENDITURES	\$	16,798.07	\$	0.00	\$	19,980.00	\$	59,052.24
66000 Allocated Expenditures		980.03		980.02		1,960.06		3,920.11
Payroll Expenses								0.00
Taxespenditures						10.93		10.93
Employee Taxes								0.00
Total Taxespenditures	\$	0.00	\$	0.00	\$	0.00	\$	10.93
Total Payroll Expenses	\$	0.00	\$	0.00	\$	0.00	\$	10.93
Total Expenditures	\$	17,778.10	\$	0.00	\$	20,960.02	\$	62,983.28
Net Operating Revenue	-\$	1,061.17	\$	0.00	-\$	17,347.76	-\$	33,074.62
Net Revenue	-\$	1,061.17	\$	0.00	-\$	17,347.76	-\$	33,074.62

Accrual Basis

CHILDREN'S LEARNING CENTER
STATEMENT OF CASH FLOWS
February 2016

	FIRST STEPS	GEN & ADMIN	SCHOOL AGE	STEP AHEAD	NOT
OPERATING ACTIVITIES					
Net Revenue	2,488.67	0.00	-11,422.55	-10,593.82	
Adjustments to reconcile Net Revenue to Net Cash provided by operations:					
Accounts Receivable (A/R)			585.30	5,336.79	
Prepaid Expenses	1,287.00				
Accounts Payable (A/P)		-555.06			
21000 CBOLO MasterCard -8027			-250.26		
21100 Kroger-DS1370 Edge				-1,481.41	
21200 Kroger-DS1634 CLC					
22300 Payroll Liabilities:Federal Taxes (941/944)					
22400 Payroll Liabilities:MO Income Tax					
22500 Payroll Liabilities:MO Unemployment Tax					
Direct Deposit Payable					
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	1,287.00	-555.06	335.04	3,855.38	
Net cash provided by operating activities	\$3,775.67	\$ -555.06	\$ -11,087.51	\$ -6,738.44	
Net cash increase for period	\$3,775.67	\$ -555.06	\$ -11,087.51	\$ -6,738.44	
Cash at beginning of period					
Cash at end of period	\$3,775.67	\$ -555.06	\$ -11,087.51	\$ -6,738.44	

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CHILDREN'S LEARNING CENTER
STATEMENT OF CASH FLOWS
January - February, 2016

	*RESTRICTED FUNDS	RESTRICTED FUNDS-EDGE	TOTAL *RESTRI
OPERATING ACTIVITIES			-44.71
Net Revenue			
Adjustments to reconcile Net Revenue to Net Cash provided by operations:			
Accounts Receivable (A/R)			
Prepaid Expenses			
Accounts Payable (A/P)			
21000 CBOLO MasterCard -8027			
21100 Kroger-DS1370 Edge			
21200 Kroger-DS1634 CLC			
22300 Payroll Liabilities:Federal Taxes (941/944)			
22400 Payroll Liabilities:MO Income Tax			
22500 Payroll Liabilities:MO Unemployment Tax			
Direct Deposit Payable			
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	0.00	0.00	
Net cash provided by operating activities	\$0.00	\$ -44.71	
Net cash increase for period	\$0.00	\$ -44.71	
Cash at beginning of period			
Cash at end of period	\$0.00	\$ -44.71	

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CHILDREN'S LEARNING CENTER
Statement of Financial Position
As of February 29, 2016

		Feb 2016
ASSETS		
Current Assets		
Bank Accounts		
11000 CBOLO Checking		29,924.14
11005 Checking-EDGE		0.00
Total Bank Accounts	\$	29,924.14
Accounts Receivable		
Accounts Receivable (A/R)		1,176.96
Total Accounts Receivable	\$	1,176.96
Other current assets		
14000 Undeposited Funds		0.00
Prepaid Expenses		-6,447.44
Total Other current assets	-\$	6,447.44
Total Current Assets	\$	24,653.66
TOTAL ASSETS	\$	24,653.66
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable (A/P)		765.14
Total Accounts Payable	\$	765.14
Credit Cards		
21000 CBOLO MasterCard -8027		934.49
21100 Kroger-DS1370 Edge		0.00
21200 Kroger-DS1634 CLC		0.00
Total Credit Cards	\$	934.49
Other Current Liabilities		
22000 Payroll Liabilities		
22100 Anthem		1,424.50
22200 Childcare Tuition		651.44
22300 Federal Taxes (941/944)		-8,242.58
22400 MO Income Tax		-2,618.48
22500 MO Unemployment Tax		-22.91
22600 Primevest Financial		448.19
Total 22000 Payroll Liabilities	-\$	8,359.84
Direct Deposit Payable		-7,397.14
Total Other Current Liabilities	-\$	15,756.98
Total Current Liabilities	-\$	14,057.35
Total Liabilities	-\$	14,057.35
Equity		
30000 Opening Balance Equity		13,816.12
Retained Earnings		57,969.51
Net Revenue		-33,074.62
Total Equity	\$	38,711.01
TOTAL LIABILITIES AND EQUITY	\$	24,653.66

CHILDREN'S LEARNING CENTER
A/P AGING SUMMARY
As of February 29, 2016

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Amazon.com				-99.00		\$ -99.00
Dillons Customer Charges		864.14				\$864.14
TOTAL	\$0.00	\$864.14	\$0.00	\$ -99.00	\$0.00	\$765.14

Thursday, Mar 17, 2016 12:52:05 PM PDT GMT-5

LAI Monthly Report



Monthly Financial Reports
Lake Area Industries, Inc.

February 29, 2016

Lake Area Industries, Inc.

Balance Sheet

As of February 29, 2016

	Total	
	As of Feb 29, 2016	As of Feb 28, 2015 (PY)
ASSETS		
Current Assets		
Bank Accounts		
OPERATING 1ST NATIONAL	\$2,010	\$26,416
OPERATING GREENHOUSE	\$106	\$3,013
OPERATING THRIFT STORE	\$580	\$659
SPECIAL FUNDING & GRANT	\$320	\$1,437
Total Bank Accounts	\$3,016	\$31,526
Accounts Receivable		
ACCOUNTS RECEIVABLE	\$73,371	\$60,139
Total Accounts Receivable	\$73,371	\$60,139
Other current assets		
ACCOUNT RECEIVABLE EMPLOYEES	\$0	-\$455
GIFTED GARDEN CASH	\$0	-\$18
INVENTORY	\$18,355	\$9,931
PETTY CASH	\$220	\$170
PREPAID GASOLINE CARDS	\$0	\$25
THRIFT STORE CASH	\$240	\$120
Undeposited Funds	-\$4,067	-\$75
Total Other current assets	\$14,748	\$9,698
Total Current Assets	\$91,135	\$101,364
Fixed Assets		
ACCUMULATED DEPRECIATION	-\$704,390	-\$650,357
AUTO AND TRUCK	\$212,590	\$212,590
BUILDING	\$339,568	\$339,568
FURN & FIX ORIGINAL VALUE	\$18,584	\$18,584
GH RETAIL STORE	\$15,275	\$15,275
GREENHOUSE EQUIPMENT	\$10,341	\$10,341
GREENHOUSE FACILITY	\$145,872	\$145,872
LAND	\$33,324	\$33,324
LAND IMPROVEMENT	\$25,502	\$25,502
MACHINERY & EQUIPMENT	\$190,989	\$190,989
OFFICE EQUIPMENT	\$13,988	\$13,988
SHREDDING EQUIPMENT	\$45,572	\$45,572
Total Fixed Assets	\$347,214	\$401,247
Other Assets		
CURRENT CAPITAL IMPROVEMENT	\$35,347	\$1,500
SALES TAX BOND	\$1,060	\$1,060
UTILITY DEPOSITS	\$845	\$845
Total Other Assets	\$37,252	\$3,405
TOTAL ASSETS	\$475,601	\$506,016
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	\$35,987	\$62,958
Total Accounts Payable	\$35,987	\$62,958

Lake Area Industries, Inc.

Balance Sheet

As of February 29, 2016

	Total	
	As of Feb 29, 2016	As of Feb 28, 2015 (PY)
Credit Cards		
US BANK CC - 0871	\$0	\$444
US BANK CC - 0889	\$104	\$798
US BANK CC - 1669	\$228	\$556
US BANK CC - 2339	\$945	\$649
US BANK CC - 5017	-\$4	\$52
Total Credit Cards	\$1,273	\$2,498
Other Current Liabilities		
AFLAC DEDUCTIONS PAYABLE	\$0	\$195
FIRST NATIONAL BANK CREDIT LINE-4096	\$86,590	\$45,000
Gift Certificate Payable	-\$274	
NOTES PAYABLE	\$0	\$9,157
SALES TAX PAYABLE	\$2	\$22
SIMPLE IRA PAYABLE	\$0	\$47
Total Other Current Liabilities	\$86,319	\$54,420
Total Current Liabilities	\$123,578	\$119,876
Total Liabilities	\$123,578	\$119,876
Equity		
Unrestricted Net Assets	\$328,879	\$404,308
Net Income	\$23,143	-\$18,169
Total Equity	\$352,022	\$386,140
TOTAL LIABILITIES AND EQUITY	\$475,601	\$506,016

Lake Area Industries, Inc.

Profit and Loss

February 2016

	Total	
	Feb 2016	Jan - Feb, 2016 (YTD)
Income		
CONTRACT PACKAGING	14,261	23,360
FOAM RECYCLING	1,765	2,315
GREENHOUSE SALES		-26
MANUFACTURING / WOOD	7,358	21,194
SECURE DOCUMENT SHREDDING	2,458	4,077
THRIFT STORE	8,523	15,772
Total Income	34,365	66,692
Cost of Goods Sold		
MANUFACTURING SUPPLIES	2,017	9,968
SHIPPING AND DELIVERY	236	332
Textile Purchases	180	335
WAGES-EMPLOYEES	28,524	47,898
Total Cost of Goods Sold	30,958	58,532
Gross Profit	3,407	8,160
Expenses		
ACCTG. & AUDIT FEES	368	1,208
ALL OTHER EXPENSES	3,357	5,840
CASH OVER/SHORT	0	0
EQUIP. PURCHASES & MAINTENANCE	5,009	12,301
INSURANCE	1,836	4,487
NON MANUFACTURING SUPPLIES	1,379	1,857
PAYROLL	27,621	48,175
PAYROLL EXP & BENEFITS	9,200	16,821
PROFESSIONAL SERVICES	3,642	6,887
TRANSPORTATION EXPENSES	1,584	3,780
UTILITIES	3,585	7,762
Total Expenses	57,579	109,119
Net Operating Income	-54,171	-100,959
Other Income		
INTEREST INCOME	2	4
MED WAIVER TRANSPORTATION	13,189	20,394
OTHER CONTRIBUTIONS	113	616
SB-40 REVENUE	21,615	70,357
STATE AID	17,724	32,731
Total Other Income	52,642	124,102
Other Expenses		
ALLOCATION NON OPERAT EXPENS	0	0
Total Other Expenses	0	0
Net Other Income	52,642	124,102
Net Income	-1,529	23,143

Lake Area Industries, Inc.
Statement of Cash Flows
February 2016

	Total
OPERATING ACTIVITIES	
Net Income	-\$1,528.92
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	-\$17,606.77
INVENTORY: FINISHED PRODUCT INVENTORY	-\$167.20
INVENTORY: RAW MATERIAL INVENTORY	\$2,150.75
Accounts Payable	\$1,508.32
US BANK CC - 0889	-\$100.00
US BANK CC - 1669	-\$196.08
US BANK CC - 2339	\$281.39
AFLAC DEDUCTIONS PAYABLE	\$0.01
Gift Certificate Payable	-\$72.00
SALES TAX PAYABLE	\$0.30
SIMPLE IRA PAYABLE	\$0.01
	-\$14,201.27
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-\$14,201.27
Net cash provided by operating activities	-\$15,730.19
Net cash increase for period	-\$15,730.19
Cash at beginning of period	\$14,678.72
Cash at end of period	-\$1,051.47

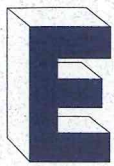
Lake Area Industries, Inc.
A/R Aging Summary
As of February 29, 2016

	Current	1 - 30	31 - 60	61 - 90	over	Total
TOTAL	\$62,285.70	\$9,795.87	-\$37.80	\$333.46	\$993.84	\$73,371.07

Lake Area Industries, Inc.
A/P Aging Summary
As of February 29, 2016

	Current	1 - 30	31 - 60	61 - 90	over	Total
TOTAL	\$10,919.68	\$15,784.88	\$5,115.64	\$3,906.38	\$260.62	\$35,987.20

2014 Final Audit Report



Evers & Company, CPA's, L.L.C.

Certified Public Accountants and Consultants

Elmer L. Evers
Richard E. Elliott
Dale A. Siebeneck
Jo L. Moore
Wendy M. Renner
Eldon H. Becker, Jr.
Bruce A. Vanderveld
Jessica L. Bridges

Jerome L. Kauffman, Emeritus
Keith L. Taylor, Emeritus

February 24, 2016

To the Board of Directors
Camden County Developmental Disability Resources
Camdenton, Missouri

We have audited the basic financial statements of Camden County Developmental Disability Resources for the year ended December 31, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 12, 2015. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Camden County Developmental Disability Resources are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2014. We noted no transactions entered into by CCDDR during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting CCDDR's financial statements were:

Management's estimate of the useful life of fixed assets in order to calculate the depreciation expense is based on an analysis of the life of similar assets previously owned. We evaluated key factors and assumptions used to develop the useful life of fixed assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the allowance for doubtful accounts is based on historical property tax revenues, historical loss levels, and an analysis of the collectability of individual accounts. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit. We did encounter delays, as we have in the past, in receiving third party confirmation on revenue that is in a format that can be reconciled to CCDDR financial records.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of audit procedures were corrected by management: recording current accounts receivable, updating various accrued expense liability accounts, adjusting property tax receivable and unavailable to actual and recording prepaid insurance.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 24, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to CCDDR's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as CCDDR's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis and the schedule of funding progress, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Statement of Revenues and Expenses by Program which accompanies the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of CCDDR and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Evers & Company, CPA's, LLC

Evers & Company, CPA's L.L.C.



Evers & Company, CPA's, L.L.C.

Certified Public Accountants and Consultants

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Keith L. Taylor, Emeritus

To the Board of Directors

Camden County Developmental Disability Resources

Camdenton, Missouri:

In planning and performing our audit of the basic financial statements of Camden County Developmental Disability Resources (CCDDR) as of and for the year ended December 31, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered Camden County Developmental Disability Resources' internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of CCDDR's internal control. Accordingly, we do not express an opinion on the effectiveness of the CCDDR's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiencies in internal control to be material weaknesses:

Organizational Structure

The size of CCDDR's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. This situation dictates that the CCDDR Board of Directors remain involved in the financial affairs of CCDDR to provide oversight and independent review functions.

520 Dix Road, Suite A • Jefferson City, Missouri 65109 • 573/635-0227 • FAX 573/634-3764

Village Green Shopping Center • 1021 W. Buchanan Street, Ste. 10 • California, Missouri 65018 • 573/796-3210 • FAX 573/796-3452

5886 Osage Beach Parkway, Ste. A • Osage Beach, Missouri 65065 • 573/348-4141 • FAX 573/348-0989

Internal Control Structure

We are required to give consideration to CCDDR's ability to prepare financial statements and related note disclosures, as well as the oversight of the financial reporting process by those charged with governance. CCDDR does not have in place controls that would assure the preparation of internal financial statements and related note disclosures in accordance with the modified cash basis method of accounting. CCDDR engages independent auditors to draft the financial statements, which includes drafting the primary financial statements and the disclosures. Once drafted, the financial statements are submitted to CCDDR for review and approval. While this practice is common and practical, we must inform those charged with governance that this must be considered a material weakness in internal control since the financial statement preparation cannot be performed in-house.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in Camden County Developmental Disability Resources' internal control to be significant deficiencies:

PRIOR YEAR RECOMMENDATIONS RESUBMITTED:

Adjusting Journal Entries

During the years ended December 31, 2014 and 2013 we noted that correction of errors is done by editing the original journal entries. We recommend that corrections be made with a journal entry and that backup for each entry be kept.

Full Accrual

During 2013, CCDDR adopted the full accrual basis of accounting. We noted that several full accrual basis items were not booked by CCDDR for the years ended December 31, 2014 and 2013. We recommend that CCDDR book accounts receivable, accounts payable, accrued payroll, accrued compensated absences, property tax receivable, prepaid expenses, etc in order to comply with the full accrual basis of accounting.

Letter of Suggestions
Page 3

This communication is intended solely for the information and use of management, Board of Directors, and others within CCDDR, and is not intended to be, and should not be, used by anyone other than these specified parties.

Evers & Company, CPA's, LLC

EVERS & COMPANY, CPA's, L.L.C.
Jefferson City, Missouri

February 24, 2016

**CAMDEN COUNTY
DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

INDEPENDENT AUDITORS' REPORT

For the Year Ended December 31, 2014

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Evers & Company, CPA's, L.L.C.

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Camden County Developmental Disability Resources
Camdenton, Missouri:

We have audited the accompanying basic financial statements of **Camden County Developmental Disability Resources (CCDDR)** as of and for the year ended December 31, 2014, and the related notes to the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of **Camden County Developmental Disability Resources** as of December 31, 2014, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedule of funding progress on pages 3 - 7 and 22 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

The Statement of Revenues and Expenses by Program is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Statement of Revenues and Expenses by Program is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Evors & Company, CPA's, LLC

EVERS & COMPANY, CPA's, L.L.C.
Jefferson City, Missouri

February 24, 2016

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2014
(Unaudited)

The discussion and analysis of the Camden County Senate Bill 40 Board doing business as Camden County Developmental Disability Resources (CCDDR) financial performance provides an overall review of CCDDR's financial activities for the year ended December 31, 2014. The intent of this discussion and analysis is to look at CCDDR's financial performance as a whole; readers should also review the basic financial statements to enhance their understanding of CCDDR's financial performance.

FINANCIAL HIGHLIGHTS

Key financial highlights for Fiscal Year 2014 are as follows:

- CCDDR's liquid assets of cash and cash equivalents were \$656,754.82 and \$1,126,375.63 for the years ended December 31, 2014 and 2013, respectively.

Overview of the Financial Statements

This annual report consists of a series of financial statements and notes to those statements. These statements are prepared and organized so the reader can understand CCDDR as a financial whole or as an entire operating entity. The statements then proceed to provide an increasingly detailed look at CCDDR's specific financial conditions.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. CCDDR, like other special purpose state and local governments, uses proprietary fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Proprietary Funds

The proprietary fund consists of one enterprise fund, which provides services to qualifying developmentally disabled individuals in Camden County. Enterprise fund accounting is permitted whenever a fee is charged to external users for goods and services.

CCDDR's proprietary fund statements include:

The *statement of net position* presents information on CCDDR's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of CCDDR is improving or deteriorating.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2014
(Unaudited)

While the statement of net position provides information about the nature and amount of resources and obligations at year-end, the *statement of revenues, expenses, and changes in net position* presents the results of CCDDR's operations over the course of the year and information as to how the *net position* changed during the year. This statement can be used as an indicator of the extent to which CCDDR has successfully recovered its costs through user fees and other charges. All changes in net position are reported during the period in which the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods, such as delayed collection of operating revenues and the expense of employee earned but unused vacation leave.

The *statement of cash flows* presents changes in cash and cash equivalents resulting from operation, capital, noncapital, and investing activities. This statement summarizes the annual flow of cash receipts and cash payments, without consideration of the timing of the event giving rise to the obligation or receipts and excludes noncash accounting measures of depreciation or amortization of assets.

Notes to Basic Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements. The notes to basic financial statements can be found on pages 13 to 22 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* which includes a schedule of funding progress.

The Statement of Net Position presents CCDDR as a whole. Table 1 provides a summary of CCDDR's net position for 2014 and 2013.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2014
(Unaudited)

Table 1
Statement of Net Position

	<u>2014</u>	<u>2013</u>
Assets		
Current and Other Assets	\$ 1,656,389.07	\$ 1,955,355.63
Capital Assets	697,386.30	498,012.60
Total Assets	<u>2,353,786.37</u>	<u>2,453,368.23</u>
 Liabilities		
Current Liabilities	<u>72,833.55</u>	45,557.41
Total Liabilities	72,833.55	<u>45,557.41</u>
 Deferred Inflows of Resources		
Unavailable Revenue - Property Taxes	<u>881,817.28</u>	860,438.98
Total Deferred Inflows of Resources	881,817.28	<u>860,438.98</u>
 Net Position		
Net Investment in Capital Assets	697,386.30	498,012.60
Restricted	<u>701,731.24</u>	<u>1,049,359.24</u>
 Total Net Position	<u>\$ 1,399,117.54</u>	<u>\$ 1,547,371.84</u>

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2014
(Unaudited)

Table 2 shows the changes in CCDDR's net position for the years ended December 31, 2014 and 2013.

Table 2
Changes in Net Position

	2014	2013
Revenues		
Operating Revenues		
TCM Income	\$ 796,628.10	\$ 623,331.53
Miscellaneous	240.15	148.22
Nonoperating Revenues		
Property Tax Receipts	918,539.47	858,455.20
MEHTAP Grant	5,142.00	1,263.00
Rent	2,380.00	9,000.00
Interest	1,426.21	1,366.48
Total Revenue	<u>1,724,355.93</u>	<u>1,493,564.43</u>
Expenses		
Operating Expenses	1,872,376.68	1,496,738.35
Nonoperating Expenses	233.55	1,337.12
Total Expenses	<u>1,872,610.23</u>	<u>1,498,075.47</u>
Change in Net Position	(148,254.30)	(4,511.04)
Net Position, Beginning of Year	1,547,371.84	1,564,608.38
Prior Period Adjustment	-	(12,725.50)
Net Position, as Restated	<u>1,547,371.84</u>	<u>1,551,882.88</u>
Net Position, End of Year	<u>\$ 1,399,117.54</u>	<u>\$ 1,547,371.84</u>

While several revenue sources help to fund CCDDR, property taxes is the biggest contributor, accounting for 53.2% and 57.5% of total revenues in 2014 and 2013, respectively. CCDDR's assessed valuation is provided by subclasses of Real and Personal Property at this time. The tax levy was .0559 per \$100 valuation, for the years ended December 31, 2014 and 2013.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2014
(Unaudited)

Capital Assets

CCDDR had \$697,386 and \$498,013 (net of accumulated depreciation) invested in capital assets as of December 31, 2014 and 2013, respectively. The investment in capital assets includes buildings, furniture and equipment, and vehicles. The District's net revenue is used to finance capital investments.

Table 3
Capital Assets, Net of Depreciation
December 31, 2014 and 2013

	<u>2014</u>	<u>2013</u>
Land	\$ 61,399	\$ 47,400
Structures, buildings, and Equipment, net	<u>635,987</u>	<u>450,613</u>
Totals	<u>\$ 697,386</u>	<u>\$ 498,013</u>

Economic Factors and Next Year's Budget

General Fund Budget Summary

The Fiscal Year 2015 Property Tax budget ("Grants") was prepared using a tax rate of .0559 per \$100 of valuation and estimates of receipts to equal expenditures. The Fiscal Year 2015 Charges for Services budget ("TCM") was prepared using an estimated total of services to be charged at a rate of \$8.35 per 5-minute unit provided and estimates of receipts to equal expenditures.

Contacting CCDDR's Financial Management

This financial discussion and report is designed to provide a general overview of CCDDR's finances for all those with an interest in CCDDR's finances and to demonstrate CCDDR's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to CCDDR Treasurer.

**CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

STATEMENT OF NET POSITION

December 31, 2014

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$ 656,754.82
Property Tax Receivable, Net of Allowance for Uncollectibles	957,598.14
TCM Receivable	25,517.60
Prepaid Insurance	<u>16,511.51</u>
Total Current Assets	1,656,382.07

CAPITAL ASSETS

Land	61,399.50
Structures, Buildings, and Equipment, Net	<u>635,986.80</u>
Total Capital Assets	<u>697,386.30</u>

TOTAL ASSETS

2,353,768.37

LIABILITIES

CURRENT LIABILITIES

Accrued Expenses	<u>72,833.55</u>
Total Current Liabilities	<u>72,833.55</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenue - Property Taxes	<u>881,817.28</u>
Total Deferred Inflows of Resources	<u>881,817.28</u>

NET POSITION

Net Investment in Capital Assets	697,386.30
Restricted	<u>701,731.24</u>
Total Net Position	<u>\$ 1,399,117.54</u>

See accompanying notes to the financial statements.

**CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

**STATEMENT OF REVENUES, EXPENSES AND
AND CHANGES IN NET POSITION**

For the Year Ended December 31, 2014

OPERATING REVENUES	
Charges for Services	\$ 796,628.10
Miscellaneous	240.15
	<hr/>
Total Operating Revenues	796,868.25
OPERATING EXPENSES	
Administrative Expenses:	
Public Meetings	10,490.02
Office Expenses	25,978.15
Licenses and Permits	6,371.50
Dues	1,075.00
Training	4,037.27
Travel	4,894.29
Miscellaneous	3,871.93
Utilities	7,178.93
Insurance	16,362.00
Depreciation	23,867.74
Medicaid Match	85,153.73
Partnership for Hope	47,878.53
Housing Programs	65,035.86
CLC	300,000.00
Camps and Sponsorships	33,190.00
Special Needs	76,335.31
Lake Area Industries	387,390.80
Professional Fees	19,046.25
Contracted Business Services	41,483.84
Repairs and Maintenance	13,161.09
Personnel Services	699,574.44
	<hr/>
Total Operating Expenses	1,872,376.68
Net Operating Income (Loss)	(1,075,508.43)

See accompanying notes to the financial statements.

**CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

**STATEMENT OF REVENUES, EXPENSES AND
AND CHANGES IN NET POSITION**

For the Year Ended December 31, 2014

NONOPERATING REVENUES (EXPENSES)	
Property Taxes	918,539.47
Interest Income	1,426.21
MEHTAP Grant	5,142.00
Rent	2,380.00
Loss on Disposal of Assets	<u>(233.55)</u>
Total Nonoperating Revenues (Expenses)	<u>927,254.13</u>
CHANGE IN NET POSITION	(148,254.30)
NET POSITION, BEGINNING OF YEAR	<u>1,547,371.84</u>
NET POSITION, END OF YEAR	<u>\$ 1,399,117.54</u>

See accompanying notes to the financial statements.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
CAMDENTON, MISSOURI

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2014

<u>Cash Flows from Operating Activities:</u>	
Receipts from customers and users	\$ 802,345.85
Payments to suppliers	(1,140,119.92)
Payments to employees	(685,870.68)
Net Cash Provided (Used) by Operating Activities	<u>(1,023,644.75)</u>
 <u>Cash Flows from Noncapital Financing Activities:</u>	
Property taxes	768,550.72
Proceeds from rent	2,380.00
Net Cash Provided (Used) by Noncapital Financing Activities	<u>770,930.72</u>
 <u>Cash Flows from Capital and Related Financing Activities:</u>	
Acquisition and construction of capital assets	(223,474.99)
Proceeds from grant	5,142.00
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(218,332.99)</u>
 <u>Cash Flow from Investing Activities:</u>	
Receipts of interest	1,426.21
Net Cash Provided (Used) by Investing Activities	<u>1,426.21</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(469,620.81)
Cash & Cash Equivalents at Beginning of Year	<u>1,126,375.63</u>
Cash & Cash Equivalents at End of Year	<u>\$ 656,754.82</u>

See accompanying notes to the financial statements.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
CAMDENTON, MISSOURI

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2014

<u>Reconciliation of operating income to net cash</u>	
<u>provided (used) by operating activities:</u>	
Net Operating Income (Loss)	\$ (1,075,508.43)
Adjustments to Reconcile Net Operating Income (Loss)	
to Net Cash Provided by Operating Activities:	
Depreciation	23,867.74
(Increase) Decrease in:	
TCM Receivable	5,477.60
Prepaid insurance	(4,757.80)
Increase (Decrease) in:	
Accrued Expenses	40,001.64
DMH payable	(12,725.50)
Net Cash Provided (Used) by Operating Activities	<u>\$ (1,023,644.75)</u>

See accompanying notes to the financial statements.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

CCDDR complies with accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

A. General Statement

The Camden County Senate Bill 40 Board doing business as Camden County Developmental Disability Resources (CCDDR) was formed with voter approval in 1980 under the provisions of Chapter 205 of the Missouri Statutes. Pursuant to the provisions, CCDDR is operated under the direction of nine members appointed by the Camden County Commissioners.

B. Basis of Accounting

The accrual basis of accounting is followed. Under this basis of accounting, revenue is recognized when earned and expenses are recognized when incurred.

C. Cash and Cash Equivalents

For the purpose of financial reporting, "cash and cash equivalents" includes all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three-months or less.

D. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

E. Income Taxes

No provision for income taxes has been recorded since CCDDR is exempt from income taxation.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Cont'd.)

F. Allowance for Doubtful Accounts

CCDDR receives property tax revenue from residents of Camden County. The County collects its revenue on behalf of CCDDR and remits the collections to them monthly. CCDDR has determined that a portion of that revenue may be uncollectible. The allowance for doubtful accounts for the year ended December 31, 2014 was \$24,154.98. All other program related receivables have been deemed fully collectible at December 31, 2014.

G. Structures, Buildings, and Equipment

Structures, buildings, and equipment are carried at cost. CCDDR's policy is to depreciate structures, buildings, and equipment over the estimated useful lives of the assets by use of the straight line method.

Buildings	20 – 40 years
Furniture and Equipment	5 – 7 years
Vehicles	5 – 7 years

H. Net Position

Net position comprises the various net earnings from operating income, nonoperating revenues and expenses, capital contributions, and special items. Net position is classified in the following three components:

Net Investment in Capital Assets – This component of net position consists of capital assets net of accumulated depreciation. If CCDDR were to issue debt, the component would be reduced by the outstanding balances of any bonds, mortgages, notes, or other obligations that would be attributable to the acquisition, construction, or improvement of those assets. If there were significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds would not be included in the calculation of net investment in capital assets. Rather, that portion of the debt would be included in the same net position component as the unspent proceeds.

Restricted – This component of net position consists of constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions of enabling legislation.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Cont'd.)

H. Net Position (Cont'd.)

Unrestricted – This component of net position consists of net position that does not meet the definition of “restricted” or “net investment in capital assets”. It is CCDDR’s policy to first use restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

I. Operating Revenues

CCDDR distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the CCDDR’s principal ongoing operations. The principal operating revenues of CCDDR are charges to client for services. Operating expenses for CCDDR include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

J. Subsequent Events

CCDDR evaluates events and transactions occurring subsequent to the date of the financial statements for matters requiring recognition or disclosure in the financial statements. The accompanying financial statements consider events through February 24, 2016, which is the date the financial statements were available to be issued.

NOTE 2 – DEPOSITS:

Custodial Credit Risk – State statutes require that all deposits in financial institutions be fully collateralized by U.S. Government obligations that have a market value not less than the principal amount of the deposits. CCDDR is fully insured as of December 31, 2014.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 3 – PROPERTY TAXES:

CCDDR's property tax is levied by Camden County each October 1, based on the assessed value as of the previous January 1, for all real and personal property located in Camden County. Assessed values are established by the County Assessor.

Property taxes are billed by November 1 following the levy date, due by December 31 and considered delinquent on January 1. A lien is placed on the property as of March 1 if delinquent taxes are not paid.

The assessed valuation of the taxable tangible property of CCDDR was as follows:

	<u>2014</u>
Camden County	\$16,036,054

The tax levy per \$100 of assessed valuation of taxable tangible property for 2014 was \$0.0559.

The ratio of taxes received to taxes assessed (collection rate) for the year ended December 31, 2014 was as follows, categorized by levy dates:

	<u>2014 Levy</u>
Assessed valuation	\$16,036,054
Levy per \$100 of assessed valuation	.0559
Current Taxes Assessed	<u>\$896,415.42</u>
Collection Rate:	
Total Taxes Received in 2014	\$918,539.47
Current Taxes Assessed	<u>896,415.42</u>
Percentage of Total Collection	<u>104.03%</u>

Collection percentages can vary depending upon subsequent collection of delinquent accounts.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 4 - RISK MANAGEMENT:

CCDDR is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. CCDDR's insurance protection for general liability, employee benefit liability, and automatic liability is provided by Missouri Public Entity Risk Management Fund, of which CCDDR is a participating member. No significant reduction in insurance coverage occurred during the year and no settlements exceeded insurance coverage during any of the past three fiscal years.

The Missouri Public Entity Risk Management Fund is structured such that member premiums are based on an actuarial review that will provide adequate reserves to allow the Fund to meet its expected financial obligations. The Fund has the authority to assess its member's additional premiums should reserves and annual premiums be insufficient to meet the Fund's obligations.

CCDDR is also insured by Missouri Employers Mutual for potential worker related accidents and Allied Insurance for property and casualty claims.

NOTE 5 – RETIREMENT PLAN:

A. Plan Description

CCDDR participates in the Missouri Local Government Employees Retirement System (LAGERS), an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for local government entities in Missouri. LAGERS is a defined benefit pension plan which provides retirement, disability, and death benefits to plan members and beneficiaries.

LAGERS was created and governed by statute section RSMo. 70.600 – 70.755. As such, it is the system's responsibility to administer the law in accordance with the expressed intent of the General Assembly. The plan is qualified under the Internal Revenue Code Section 401(a) and it is tax exempt.

The Missouri Local Government Employees Retirement System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to LAGERS, P.O. Box 1665, Jefferson City, MO 65102 or by calling 1-800-447-4334.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 5 – RETIREMENT PLAN: (Cont'd)

B. Funding Status

Full-time employees of CCDDR do not contribute to the pension plan. The June 30th statutorily required contribution rate is 7.2% (General) of annual covered payroll. The contribution requirements of plan members are determined by the governing body of the political subdivision. The contribution provisions of the political subdivision are established by state statute.

C. Annual Pension Cost (APC) and Net Pension Obligation (NPO)

The subdivision's annual pension cost and net pension obligation for the current year were as follows:

Annual required contribution	\$ 29,524
Interest on net pension obligation	0
Adjustment to annual required contribution	<u>0</u>
Annual pension cost	29,524
Actual contributions	<u>29,524</u>
Increase (decrease) in NPO	0
NPO beginning of year	<u>0</u>
NPO end of year	<u><u>\$ 0</u></u>

The annual required contribution (ARC) was determined as part of the February 29, 2012 and February 28, 2013 annual actuarial valuations using the entry age actuarial cost method. The actuarial assumptions as of February 28, 2014 included: (a) a rate of return on the investment of present and future assets of 7.25% per year, compounded annually, (b) projected salary increases of 3.5% per year, compounded annually, attributable to inflation, (c) additional projected salary increases ranging from 0.0% to 6.0% per year, depending on age and division, attributable to seniority/merit, (d) pre-retirement mortality based on 75% of the RP-2000 Combined Healthy Table set back 0 years for men and 0 years for women and (e) post-retirement mortality based on 105% of the 1994 Group Annuity Mortality table set back for 0 years for men and 0 years for women. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five-year period. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis. The amortization period as of February 29, 2012 was 30 years for the General division. The amortization period as of February 28, 2013 was 30 years for the General division.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 5 – RETIREMENT PLAN: (Cont'd)

C. Annual Pension Cost (APC) and Net Pension Obligation (NPO) (Cont'd)

Three-Year Trend Information

Fiscal Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
2012	\$13,134	100%	\$0
2013	14,709	100%	0
2014	29,524	100%	0

Schedule of Funding Progress

Actuarial Valuation Date	(a) Actuarial Value of Assets	(b) Entry Age Actuarial Accrued Liability	(b-a) Unfunded Accrued Liability (UAL)	(a/b) Funded Ratio	(c) Annual Covered Payroll	[(b-a)/c] UAL as a Percentage of Covered Payroll
2/28/2014	\$ 100,600	\$ 107,667	\$7,067	93%	\$ 389,451	2%

Note: The above assets and actuarial accrued liability do not include the assets and present value of benefits associated with the Benefit Reserve Fund and the Casualty Reserve Fund. The actuarial assumptions were changed in conjunction with the February 28, 2011 annual actuarial valuations. For a complete description of the actuarial assumptions used in the annual valuations, please contact the LAGERS office in Jefferson City.

The Schedule of Funding Progress for the employee's retirement system (LAGERS) is on page 22 of this report. It presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing relative to the actuarial accrued liability for benefits over time. The funded ratio went from 111% to 93% in 2014.

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 6 - STRUCTURES, BUILDINGS, AND EQUIPMENT:

Structures, buildings, and equipment and accumulated depreciation by major class are as follows at December 31, 2014:

	<u>Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital assets not being depreciated:				
Land	\$ 47,399.50	\$ 14,000.00	\$ -	\$ 61,399.50
Total capital assets, not being depreciated	<u>47,399.50</u>	<u>14,000.00</u>	<u>-</u>	<u>61,399.50</u>
Capital assets being depreciated:				
Buildings	553,331.50	180,191.67	-	733,523.17
Furniture and equipment	28,235.76	29,283.32	(1,333.00)	56,186.08
Vehicles	6,740.00	-	-	6,740.00
Total capital assets, being depreciated	<u>588,307.26</u>	<u>209,474.99</u>	<u>(1,333.00)</u>	<u>796,449.25</u>
Less accumulated depreciation for:				
Buildings	(113,023.06)	(18,878.69)	-	(131,901.75)
Furniture and equipment	(18,268.10)	(4,652.05)	1,099.45	(21,820.70)
Vehicles	(6,403.00)	(337.00)	-	(6,740.00)
Total accumulated depreciation	<u>(137,694.16)</u>	<u>(23,867.74)</u>	<u>1,099.45</u>	<u>(160,462.45)</u>
Total capital assets being depreciated, net	<u>450,613.10</u>	<u>185,607.25</u>	<u>(233.55)</u>	<u>635,986.80</u>
Capital assets, net	<u>\$ 498,012.60</u>	<u>\$ 199,607.25</u>	<u>\$ (233.55)</u>	<u>\$ 697,386.30</u>

Total depreciation expense for 2014 was \$23,867.74

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 7 – CONTINGENCY:

The Board provided Medicaid Match for Community and Comprehensive Waiver slots prior to 2015 and had elected to discontinue providing that match effective January 1, 2015. It is the Board's position that the decision to discontinue the Medicaid Match funding is unrelated to the TCM contract and has been negotiating directly with Missouri Department of Mental Health (DMH) to resolve the issue. At the present time, the Board understands that DMH agrees the Board owes \$23,791.54 for Community and Comprehensive Waiver match expenses for support services rendered in 2014.

DMH is currently working with CCDDR to develop a more formal contract for payment by CCDDR for services utilized through the Comprehensive and/or Community waivers managed by DMH. While the contract language is not yet final, the Division believes that this solution will be final and that CCDDR will be signing a contract for payment for utilized services soon. At this time, DMH does not intend to exercise the 120-day termination clause in the Targeted Case Management Contract. However, if CCDDR does not sign the cooperative funding contract, DMH will revisit this decision. Once the cooperative funding contract is delivered to CCDDR, DMH expects that contract to be signed and delivered back to the division prior to the contract start date. A discontinuance of the Board's TCM contract would have a significant negative impact on the services that the Board would be able to continue to provide to their clients.

NOTE 8 – NEW ACCOUNTING PRONOUNCEMENTS:

In June 2012, the GASB issued Statement 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement 27*. GASB 68 improves accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency. This statement is effective for fiscal years beginning after June 15, 2014. Management is currently evaluating the impact of the adoption of this statement on CCDDR's financial statements.

REQUIRED
SUPPLEMENTARY
INFORMATION

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES
Camdenton, Missouri

SCHEDULE OF FUNDING PROGRESS
For the Year Ended December 31, 2014

Schedule of Funding Progress

	(a)	(b)	(b-a)		(c)	[(b-a)/c]
Actuarial Valuation Date	Actuarial Value of Assets	Entry Age Actuarial Accrued Liability	Unfunded Accrued Liability (UAL)	(a/b) Funded Ratio	Annual Covered Payroll	UAL as a Percentage of Covered Payroll
2/29/2012	\$ 74,338	\$ 73,738	\$ (600)	101%	\$ 119,531	0%
2/28/2013	96,723	86,884	(9,839)	111%	178,497	0%
2/28/2014	100,600	107,667	7,067	93%	389,451	2%

Note: The above assets and actuarial accrued liability do not include the assets and present value of benefits associated with the Benefit Reserve Fund and the Casualty Reserve Fund. The actuarial assumptions were changed in conjunction with the February 28, 2011 annual actuarial valuations. For a complete description of the actuarial assumptions used in the annual valuations, please contact the LAGERS office in Jefferson City.

SUPPLEMENTARY INFORMATION

**CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

**STATEMENT OF REVENUES AND EXPENSES
BY PROGRAM**

For the Year Ended December 31, 2014

	<u>GRANTS</u>	<u>TCM</u>	<u>TOTAL</u>
OPERATING REVENUES			
Charges for Services	\$ -	\$ 796,628.10	\$ 796,628.10
Miscellaneous	-	240.15	240.15
Total Operating Revenues	-	796,868.25	796,868.25
OPERATING EXPENSES			
Administrative Expenses:			
Public Meetings	-	10,490.02	10,490.02
Office Expenses	-	25,978.15	25,978.15
Licenses and Permits	-	6,371.50	6,371.50
Dues	-	1,075.00	1,075.00
Training	-	4,037.27	4,037.27
Travel	-	4,894.29	4,894.29
Miscellaneous	18.40	3,853.53	3,871.93
Utilities	-	7,178.93	7,178.93
Insurance	-	16,362.00	16,362.00
Depreciation	-	23,867.74	23,867.74
Medicaid Match	85,153.73	-	85,153.73
Partnership for Hope	47,878.53	-	47,878.53
Housing Programs	65,035.86	-	65,035.86
CLC	300,000.00	-	300,000.00
Camps and Sponsorships	-	33,190.00	33,190.00
Special Needs	74,012.30	2,323.01	76,335.31
Lake Area Industries	387,390.80	-	387,390.80
Professional Fees	-	19,046.25	19,046.25
Contracted Business Services	-	41,483.84	41,483.84
Repairs and Maintenance	-	13,161.09	13,161.09
Personnel Services	-	699,574.44	699,574.44
Total Operating Expenses	959,489.62	912,887.06	1,872,376.68
Net Operating Income (Loss)	(959,489.62)	(116,018.81)	(1,075,508.43)

**CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

**STATEMENT OF REVENUES AND EXPENSES
BY PROGRAM**

For the Year Ended December 31, 2014

	<u>GRANTS</u>	<u>TCM</u>	<u>TOTAL</u>
NONOPERATING REVENUES (EXPENSES)			
Property Taxes	918,539.47	-	918,539.47
Interest Income	1,033.26	392.95	1,426.21
MEHTAP Grant	5,142.00	-	5,142.00
Rent	-	2,380.00	2,380.00
Loss on Disposal of Assets	-	(233.55)	(233.55)
	<hr/>	<hr/>	<hr/>
Total Nonoperating Revenues (Expenses)	924,714.73	2,539.40	927,254.13
CHANGE IN NET POSITION	(34,774.89)	(113,479.41)	(148,254.30)
NET POSITION, BEGINNING OF YEAR	858,176.17	689,195.67	1,547,371.84
	<hr/>	<hr/>	<hr/>
NET POSITION, END OF YEAR	\$ 823,401.28	\$ 575,716.26	\$ 1,399,117.54
	<hr/>	<hr/>	<hr/>

Support Coordination Report

February 2016

Consumer Caseloads

- Number of Caseloads as of February 29th, 2016: 294
- Budgeted Number of Caseloads: 290
- There were 8 Full-Time Support Coordinators handling an average of 37 caseloads each
- Pending Number of New Intakes: 19
- 2016 Budgeted Number of Intakes: 15
- Medicaid Eligibility: 87.07%

CARF Report

Outcome Measurement Report



TCM

TCM: % of the time new consumers will be contacted by their Support Coordinator (SC) within 5 business days of their eligibility determination (N/A)

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	2	0	0	100.00 %
Cimor Update	0	0	0	NaN
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	3	0	0	100.00 %
Total	5	0	0	100.00 %
Goal				100 %

TCM: Planning meeting is held within 30 days of eligibility date (N/A)

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	2	0	0	100.00 %
Cimor Update	0	0	0	NaN
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	3	0	0	100.00 %
Total	5	0	0	100.00 %
Goal				100 %

Outcome Measurement Report



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

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

For Events:

Parameters: Is Waiver: Yes;

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	15	4	0	78.95 %
Cimor Update	0	0	0	NaN
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	0	0	0	NaN
Total	15	4	0	78.95 %
Goal				80 %

TCM: % of all annual non-waiver plans will be emailed to the Regional Office at least 15 calendar days prior to the plan implementation date (N/A)

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	0	0	0	NaN
Cimor Update	0	0	0	NaN
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	0	0	0	NaN
Total	0	0	0	NaN
Goal				80 %

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

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	251	869	0	22.41 %
Cimor Update	0	4	0	0.00 %
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	13	78	0	14.29 %
Total	264	951	0	21.73 %
Goal				80 %

Outcome Measurement Report



TCM: % of Quarterly Reports met (N/A)

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

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	105	1	0	99.06 %
Cimor Update	0	0	0	NaN
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	15	1	0	93.75 %
Total	120	2	0	98.36 %
Goal				95 %

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

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	1	0	0	100.00 %
Targeted Case Management	181	82	0	68.82 %
Cimor Update	1	0	0	100.00 %
Intake	0	18	0	0.00 %
Ineligible applicants	0	15	0	0.00 %
Duplicate record	0	1	0	0.00 %
CCDDR	24	10	0	70.59 %
Total	207	126	0	62.16 %
Goal				75 %

TCM: % of time Billable (N/A)

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

For Events:

Parameters:

	Billable Hrs	Non-Billable Hrs	NA	Percentage
Temporary Department	0		0	
Targeted Case Management	1626	1493	0	52.13 %
Cimor Update	0		0	
Intake	1	274	0	0.36 %
Ineligible applicants	0		0	
Duplicate record	0		0	
CCDDR	76	250	0	23.31 %
Total	1703	2017	0	45.78 %
Goal				70 %

Outcome Measurement Report



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

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

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	36	0	4	100.00 %
Cimor Update	1	0	0	100.00 %
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	3	0	0	100.00 %
Total	40	0	4	100.00 %
Goal				90 %

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

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

For Events:

Parameters: Age: 0 - 1000;

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	38	1	1	97.44 %
Cimor Update	1	0	0	100.00 %
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	3	0	0	100.00 %
Total	42	1	1	97.67 %
Goal				90 %

TCM: % of Individual Support Plans chosen for TCM Reviews conducted by RRO will not require remediation (N/A)

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department				
Targeted Case Management				
Cimor Update				
Intake				
Ineligible applicants				
Duplicate record				
CCDDR				
Total				
Goal				80 %

Outcome Measurement Report



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

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	1	0	0.00 %
Targeted Case Management	25	238	0	9.51 %
Cimor Update	0	1	0	0.00 %
Intake	0	18	0	0.00 %
Ineligible applicants	0	15	0	0.00 %
Duplicate record	0	1	0	0.00 %
CCDDR	2	32	0	5.88 %
Total	27	306	0	8.11 %
Goal				100 %

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

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

For Events:

Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	0	0	0	NaN
Cimor Update	0	0	0	NaN
Intake	0	0	0	NaN
Ineligible applicants	0	0	0	NaN
Duplicate record	0	0	0	NaN
CCDDR	0	0	0	NaN
Total	0	0	0	NaN
Goal				100 %

Outcome Measurement Report



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

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

For Events:

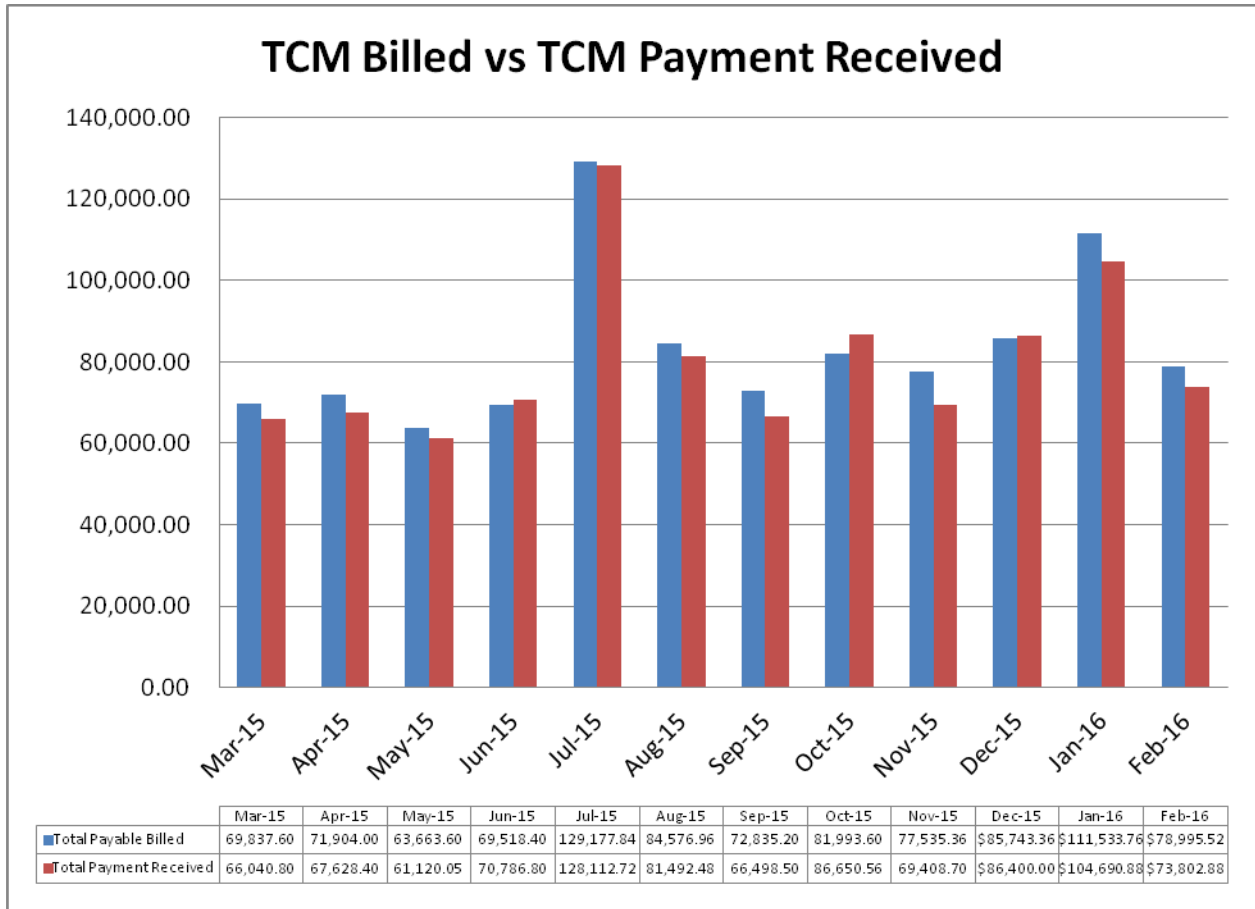
Parameters:

	Yes	No	NA	Percentage
Temporary Department	0	0	0	NaN
Targeted Case Management	27	0	0	100.00 %
Cimor Update	1	0	0	100.00 %
Intake	0	0	0	NaN
Ineligible applicants	1	0	0	100.00 %
Duplicate record	0	0	0	NaN
CCDDR	3	0	0	100.00 %
Total	32	0	0	100.00 %
Goal				100 %

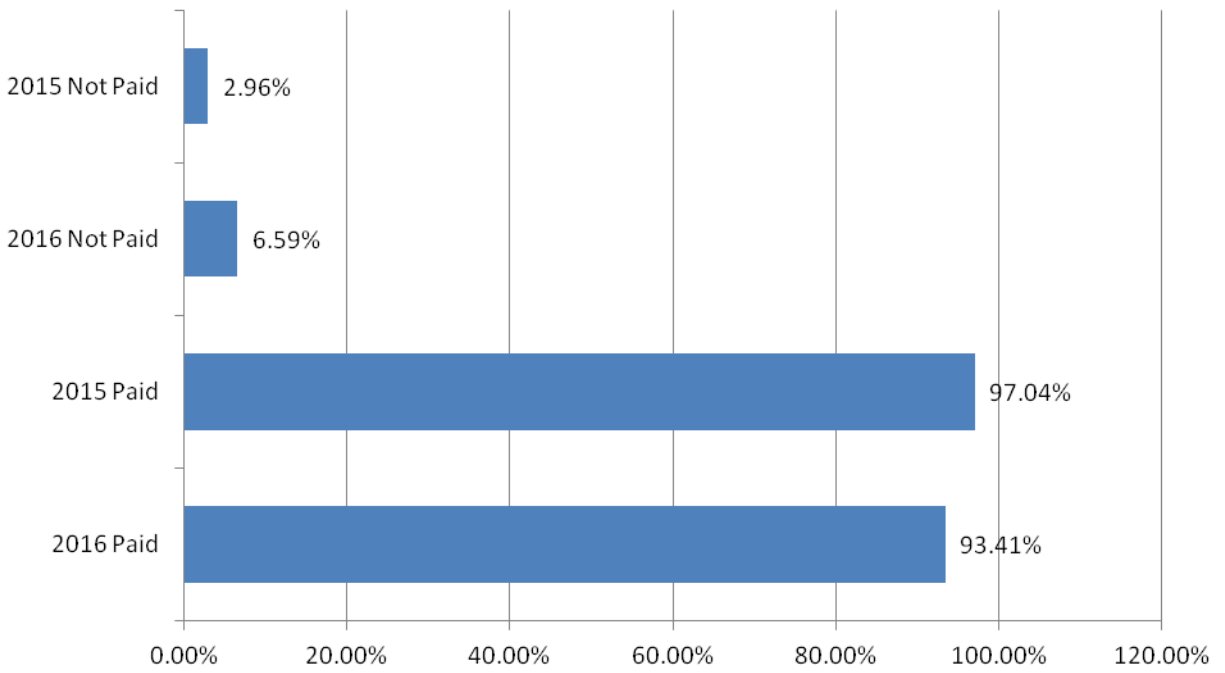
Agency Economic
Report
(Unaudited)

February 2016

Targeted Case Management Income



2016 vs 2015 Percentage Comparison Medicaid Billed vs Medicaid Paid



YTD Summary for Employees not in Probationary Period During 2016

	Budgeted Hours Worked	Actual Hours Worked	Variance	Budgeted Hours Billable	Actual Billable Hours Worked	Variance	Actual Billable Hours Worked (for Merit)	Expected Hours Billable Worked Based on Caseload (for Merit)	Variance	Actual % Billable (for Merit)	Expected % Billable (for Merit)	Variance	
Totals	3,142.32	2,836.13	(306.19)	2,462.77	2,057.40	(405.37)	2,057.40	2,294.82	(237.42)				
			-9.74%			-16.46%				Average	71.63%	81.16%	-9.53%
					Estimated Gain/(Loss)								
						(\$42,028.76)							

YTD Summary for Employees in Probationary Period During 2016

	Budgeted Hours Worked	Actual Hours Worked	Variance	Budgeted Hours Billable	Actual Billable Hours Worked	Variance	Actual Billable Hours Worked (for Merit)	Expected Hours Billable Worked Based on Caseload (for Merit)	Variance	Actual % Billable (for Merit)	Expected % Billable (for Merit)	Variance	
Totals	395.10	340.50	(54.60)	69.63	183.87	114.24	183.87	90.49	93.38				
			-13.82%			164.06%				Average	51.53%	28.60%	22.93%
					Estimated Gain/(Loss)								
						\$11,844.06							

Support Coordination YTD Budgeted vs. Actual Hours Worked and Hours Billable

	Budgeted Hours Worked	Actual Hours Worked	Variance	Budgeted Hours Billable	Actual Billable Hours Worked	Variance	Actual Billable Hours Worked (for Merit)	Expected Hours Billable Worked Based on Caseload (for Merit)	Variance	Actual % Billable (for Merit)	Expected % Billable (for Merit)	Average Variance
Grand Totals	3,537.42	3,176.63	(360.79)	2,532.40	2,241.27	(291.13)	2,241.27	2,385.31	(144.04)	66.15%	66.83%	-0.68%
			10.20%			-11.50%						
					Estimated Gain/(Loss)							
						(\$30,184.70)						

As of March 12th,
2016

	Actual	Budgeted	Gain/(Loss)
Gross TCM	\$367,848	\$407,697	(\$39,849)
Medicaid not Paid	(\$15,215)	(\$7,877)	(\$7,338)
Non-Medicaid	(\$136,884)	(\$145,128)	\$8,244
TCM Revenue	\$215,749	\$254,692	(\$38,943)

**Camden County Developmental Disability Resources
Budget vs. Actuals: FY2016 Budget - FY16 P&L Departments
February 2016**

	Grants			TCM			Total		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
Income									
4000 Income	31,280	19,810	11,470	74,332	84,863	(10,531)	105,611	104,673	938
Total Income	31,280	19,810	11,470	74,332	84,863	(10,531)	105,611	104,673	938
Expenses									
5000 Payroll & Benefits			0	70,496	76,761	(6,265)	70,496	76,761	(6,265)
5100 Repairs & Maintenance			0	20	435	(415)	20	435	(415)
5500 Contracted Business Services			0	7,846	5,600	2,246	7,846	5,600	2,246
5600 Presentations/Public Meetings			0	57	175	(118)	57	175	(118)
5700 Office Expenses			0	2,679	2,675	4	2,679	2,675	4
5800 Other General & Administrative			0	668	1,326	(658)	668	1,326	(658)
5900 Utilities			0	1,319	1,050	269	1,319	1,050	269
6100 Insurance			0	1,178	1,350	(172)	1,178	1,350	(172)
6500 Medicaid Match	0	0	0			0	0	0	0
6700 Partnership for Hope	321	1,725	(1,404)			0	321	1,725	(1,404)
6900 Targeted Case Management		0	0			0	0	0	0
7100 Housing Programs	13,352	9,202	4,150			0	13,352	9,202	4,150
7200 CLC	7,209	14,080	(6,871)			0	7,209	14,080	(6,871)
7300 Sheltered Employment Programs	21,590	28,593	(7,003)			0	21,590	28,593	(7,003)
7900 Special/Additional Needs	6,002	8,165	(2,163)			0	6,002	8,165	(2,163)
Total Expenses	48,474	61,765	(13,291)	84,263	89,372	(5,109)	132,738	151,137	(18,399)
Net Operating Income	(17,194)	(41,955)	24,761	(9,932)	(4,509)	(5,423)	(27,126)	(46,464)	19,338
Other Expenses									
8500 Depreciation			0	2,397	2,294	103	2,397	2,294	103
Total Other Expenses	0	0	0	2,397	2,294	103	2,397	2,294	103
Net Other Income	0	0	0	(2,397)	(2,294)	(103)	(2,397)	(2,294)	(103)
Net Income	(17,194)	(41,955)	24,761	(12,329)	(6,803)	(5,526)	(29,523)	(48,758)	19,235

Budget Variance Report for the Month of February 2016

Total Income: During February of 2016, total gross income for Grant Programs was higher than budgeted expectations due to higher than anticipated tax collections. TCM Program net income was lower than budgeted expectations because several individuals/guardians/families have not yet submitted all information to re-certify annual Medicaid eligibility, causing a lapse in Medicaid coverage; Support Coordinator absences were higher than budgeted; and the overall Support Coordination billable percentage of hours worked was lower than budgeted.

Total Expenses: Overall Grant Program expenses were lower than budgeted primarily because Partnership for Hope, CLC Program, Sheltered Employment Program, and Special Needs Program expenses were lower than anticipated. Overall TCM expenses were lower than budgeted primarily due to lower than anticipated payroll expenses.

**Camden County Developmental Disability Resources
Budget vs. Actuals: FY2016 Budget - FY16 P&L Departments
January - February, 2016**

	Grants			TCM			Total		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
Income									
4000 Income	802,572	816,472	(13,900)	179,535	212,933	(33,398)	982,107	1,029,405	(47,298)
Total Income	802,572	816,472	(13,900)	179,535	212,933	(33,398)	982,107	1,029,405	(47,298)
Expenses									
5000 Payroll & Benefits			0	143,567	153,522	(9,955)	143,567	153,522	(9,955)
5100 Repairs & Maintenance			0	551	870	(319)	551	870	(319)
5500 Contracted Business Services			0	13,691	10,960	2,731	13,691	10,960	2,731
5600 Presentations/Public Meetings			0	903	850	53	903	850	53
5700 Office Expenses			0	4,592	6,003	(1,411)	4,592	6,003	(1,411)
5800 Other General & Administrative	0		0	9,276	8,152	1,124	9,276	8,152	1,124
5900 Utilities			0	2,259	2,100	159	2,259	2,100	159
6100 Insurance			0	2,356	2,700	(344)	2,356	2,700	(344)
6500 Medicaid Match	0	0	0			0	0	0	0
6700 Partnership for Hope	321	3,325	(3,004)			0	321	3,325	(3,004)
6900 Targeted Case Management		0	0			0	0	0	0
7100 Housing Programs	20,928	18,404	2,524			0	20,928	18,404	2,524
7200 CLC	19,821	26,967	(7,146)			0	19,821	26,967	(7,146)
7300 Sheltered Employment Programs	44,521	57,186	(12,665)			0	44,521	57,186	(12,665)
7900 Special/Additional Needs	12,087	17,610	(5,523)			0	12,087	17,610	(5,523)
Total Expenses	97,678	123,492	(25,814)	177,195	185,157	(7,962)	274,873	308,649	(33,776)
Net Operating Income	704,893	692,980	11,913	2,340	27,776	(25,436)	707,234	720,756	(13,522)
Other Expenses									
8500 Depreciation			0	4,794	4,588	206	4,794	4,588	206
Total Other Expenses	0	0	0	4,794	4,588	206	4,794	4,588	206
Net Other Income	0	0	0	(4,794)	(4,588)	(206)	(4,794)	(4,588)	(206)
Net Income	704,893	692,980	11,913	(2,454)	23,188	(25,642)	702,440	716,168	(13,728)

YTD Budget Variance Report

Total Income: As of February 29th, 2016, total gross income for Grant Programs is lower than budgeted expectations due to lower than anticipated tax collections. TCM Program net income is lower than budgeted expectations because several individuals/guardians/families have not yet submitted all information to re-certify annual Medicaid eligibility, causing a lapse in Medicaid coverage; Support Coordinator absences are higher than budgeted; and the overall Support Coordination billable percentage of hours worked are lower than budgeted.

Total Expenses: Overall Grant Program expenses are lower than budgeted primarily because Partnership for Hope, CLC Program, Sheltered Employment Program, and Special Needs Program expenses are lower than anticipated. Overall TCM expenses were lower than budgeted primarily due to lower than anticipated payroll and office expenses.

Camden County Developmental Disability Resources Balance Sheet

As of February 29, 2016

	Grants	TCM	Total
ASSETS			
Current Assets			
Bank Accounts			
1000 Bank Accounts			0
1005 Grant Bank Accounts			0
1010 Grant Account (County Tax Funds) - First Nat'l Bank	15,257	0	15,257
1015 Grant Reserve Account (County Tax Funds) - Central Bank	229		229
1020 Grant Certificate of Deposit (County Tax Funds)	0		0
1025 Grant Account (County Tax Funds) - Sullivan Bank	774,154		774,154
1030 Grant Operating Reserves Account (Tax Funds) - Sullivan Bank	217,689		217,689
Total 1005 Grant Bank Accounts	1,007,329	0	1,007,329
1050 TCM Bank Accounts			0
1055 TCM Account (TCM Funds) - 1st Nat'l Bank	0	252,087	252,087
1060 TCM Certificate of Deposit (TCM Funds)		0	0
Total 1050 TCM Bank Accounts	0	252,087	252,087
Total 1000 Bank Accounts	1,007,329	252,087	1,259,417
Total Bank Accounts	1,007,329	252,087	1,259,417
Accounts Receivable			
1300 Property Taxes			0
1310 Property Tax Receivable	981,753		981,753
1315 Allowance for Doubtful Accounts	(24,155)		(24,155)
Total 1300 Property Taxes	957,598	0	957,598
1350 Allowance for Doubtful Accounts	0		0
Total Accounts Receivable	957,598	0	957,598
Other current assets			
1399 TCM Remittance Advices In-Transit	0	73,803	73,803
1400 Other Current Assets			0
1410 Other Deposits	0		0
Total 1400 Other Current Assets	0	0	0
1450 Prepaid Expenses		0	0
1455 Prepaid-Insurance	0	13,966	13,966
Total 1450 Prepaid Expenses	0	13,966	13,966
Total Other current assets	0	87,768	87,768
Total Current Assets	1,964,928	339,856	2,304,783
Fixed Assets			
1500 Fixed Assets			0
1510 100 Third Street Land		47,400	47,400
1511 Keystone Land		14,000	14,000
1520 100 Third Street Building		431,091	431,091
1521 Keystone		163,498	163,498
1525 Accumulated Depreciation - 100 Third Street		(115,841)	(115,841)
1526 Accumulated Depreciation - Keystone		(6,472)	(6,472)
1530 100 Third Street Remodeling		126,736	126,736
1531 Keystone Remodeling		17,949	17,949
1535 Acc Dep - Remodeling - 100 Third Street		(34,222)	(34,222)
1536 Acc Dep - Remodeling - Keystone		(981)	(981)
1540 Equipment		60,959	60,959
1545 Accumulated Depreciation - Equipment		(29,336)	(29,336)
1550 Vehicles		6,740	6,740

1555 Accumulated Depreciation - Vehicles		(6,740)	(6,740)
Total 1500 Fixed Assets	0	674,779	674,779
Total Fixed Assets	0	674,779	674,779
TOTAL ASSETS	1,964,928	1,014,635	2,979,563
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
1900 Accounts Payable	0	0	0
Total Accounts Payable	0	0	0
Other Current Liabilities			
2000 Current Liabilities			0
2005 Accrued Accounts Payable	0	0	0
2006 DMH Payable	0		0
2010 Accrued Payroll Expense	0	259	259
2015 Accrued Compensated Absences	0	0	0
2025 Prepaid Services	0		0
2030 Deposits	0	17	17
2050 Prepaid Tax Revenue	1,410		1,410
2055 Deferred Inflows - Property Taxes	880,408		880,408
2060 Payroll Tax Payable		0	0
2061 Federal W / H Tax Payable	0	(347)	(347)
2062 Social Security Tax Payable	0	158	158
2063 Medicare Tax Payable	0	(17)	(17)
2064 MO State W / H Tax Payable	0	1,563	1,563
Total 2060 Payroll Tax Payable	0	1,358	1,358
2070 Payroll Clearing			0
2071 AFLAC Pre-tax W / H	0	957	957
2072 AFLAC Post-tax W / H	0	118	118
2073 Vision Insurance W / H	0	(92)	(92)
2074 Health Insurance W / H	0	0	0
2075 Dental Insurance W / H	0	(526)	(526)
2076 Savings W / H		0	0
2078 Misc W / H		0	0
2079 Other W / H		0	0
Total 2070 Payroll Clearing	0	457	457
Total 2000 Current Liabilities	881,818	2,091	883,909
Total Other Current Liabilities	881,818	2,091	883,909
Total Current Liabilities	881,818	2,091	883,909
Total Liabilities	881,818	2,091	883,909
Equity			
3000 Restricted Grant Fund Balances			0
3001 Operational	0		0
3005 Operational Reserves	217,546		217,546
3010 Transportation	19,959		19,959
3015 New Programs	0		0
3030 Special Needs	(1,033)		(1,033)
3040 Sheltered Workshop	0		0
3045 Traditional Medicaid Match	3,016		3,016
3050 Partnership for Hope Match	1,758		1,758
3055 Building/Remodeling/Expansion	42,165		42,165
3065 Legal	19,024		19,024
3070 TCM	0		0
Total 3000 Restricted Grant Fund Balances	302,435	0	302,435
3500 Restricted TCM Fund Balances			0
3501 Operational		40,301	40,301

3505 Operational Reserves		194,949	194,949
3510 Transportation		0	0
3515 New Programs		0	0
3530 Special Needs		0	0
3550 Partnership for Hope Match		0	0
3555 Building/Remodeling/Expansion		21,636	21,636
3560 Sponsorships		0	0
3565 Legal		12,001	12,001
3599 Other		679,573	679,573
Total 3500 Restricted TCM Fund Balances	0	948,460	948,460
3900 Unrestricted Fund Balances	1	(49)	(48)
3950 Prior Period Adjustment	0	0	0
3999 Clearing Account	38,098	104,268	142,367
Net Income	704,893	(2,454)	702,440
Total Equity	1,045,428	1,050,227	2,095,654
TOTAL LIABILITIES AND EQUITY	1,927,245	1,052,317	2,979,563

Camden County Developmental Disability Resources Statement of Cash Flows

February 2016

	Grants	TCM	Total
OPERATING ACTIVITIES			
Net Income	(17,194)	(12,329)	(29,523)
Adjustments to reconcile Net Income to Net Cash provided by operations:			0
1455 Prepaid Expenses:Prepaid-Insurance		1,303	1,303
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		898	898
1526 Fixed Assets:Accumulated Depreciation - Keystone		341	341
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		528	528
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		75	75
1545 Fixed Assets:Accumulated Depreciation - Equipment		555	555
1900 Accounts Payable	(5,400)	(5,133)	(10,533)
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		0	0
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		0	0
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		0	0
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		102	102
2071 Current Liabilities:Payroll Clearing:AFLAC Pre-tax W / H		(55)	(55)
2072 Current Liabilities:Payroll Clearing:AFLAC Post-tax W / H		(8)	(8)
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		(8)	(8)
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(32)	(32)
2076 Current Liabilities:Payroll Clearing:Savings W / H		0	0
2078 Current Liabilities:Payroll Clearing:Misc W / H		(316)	(316)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(5,400)	(1,751)	(7,151)
Net cash provided by operating activities	(22,594)	(14,079)	(36,674)
FINANCING ACTIVITIES			
3030 Restricted Grant Fund Balances:Special Needs	(1,688)		(1,688)
3045 Restricted Grant Fund Balances:Traditional Medicaid Match	(3,702)		(3,702)
3050 Restricted Grant Fund Balances:Partnership for Hope Match	(3,347)		(3,347)
Net cash provided by financing activities	(8,736)	0	(8,736)
Net cash increase for period	(31,331)	(14,079)	(45,410)
Cash at beginning of period	1,038,660	339,970	1,378,630
Cash at end of period	1,007,329	325,890	1,333,220

Camden County Developmental Disability Resources
Statement of Cash Flows
January - February, 2016

	Grants	TCM	Total
OPERATING ACTIVITIES			
Net Income	704,893	(2,454)	702,440
Adjustments to reconcile Net Income to Net Cash provided by operations:			0
1455 Prepaid Expenses:Prepaid-Insurance		4,009	4,009
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		1,796	1,796
1526 Fixed Assets:Accumulated Depreciation - Keystone		681	681
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		1,056	1,056
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		150	150
1545 Fixed Assets:Accumulated Depreciation - Equipment		1,111	1,111
1900 Accounts Payable	0	(243)	(243)
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		0	0
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		0	0
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		0	0
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		(533)	(533)
2071 Current Liabilities:Payroll Clearing:AFLAC Pre-tax W / H		(111)	(111)
2072 Current Liabilities:Payroll Clearing:AFLAC Post-tax W / H		(15)	(15)
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		(16)	(16)
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(66)	(66)
2076 Current Liabilities:Payroll Clearing:Savings W / H		0	0
2078 Current Liabilities:Payroll Clearing:Misc W / H		(594)	(594)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	0	7,225	7,225
Net cash provided by operating activities	704,893	4,772	709,665
FINANCING ACTIVITIES			
3030 Restricted Grant Fund Balances:Special Needs	(1,108)		(1,108)
3040 Restricted Grant Fund Balances:Sheltered Workshop	0		0
3045 Restricted Grant Fund Balances:Traditional Medicaid Match	(2,507)		(2,507)
3050 Restricted Grant Fund Balances:Partnership for Hope Match	(7,196)		(7,196)
3065 Restricted Grant Fund Balances:Legal	(1,925)		(1,925)
3501 Restricted TCM Fund Balances:Operational		40,301	40,301
3555 Restricted TCM Fund Balances:Building/Remodeling/Expansion		16,431	16,431
3565 Restricted TCM Fund Balances:Legal		3,336	3,336
3900 Unrestricted Fund Balances	(70,867)	(164,336)	(235,204)
3999 Clearing Account	38,098	104,268	142,367
Net cash provided by financing activities	(45,506)	0	(45,506)
Net cash increase for period	659,387	4,772	664,159
Cash at beginning of period	347,942	321,119	669,061
Cash at end of period	1,007,329	325,890	1,333,220

February 2016 Check Detail
1025 Grant Account (County Tax Funds) - Sullivan Bank

Date	Transaction Type	Num	Name	Amount
02/05/2016	Bill Payment (Check)	3234	Childrens Learning Center	(5,400.00)
02/05/2016	Bill Payment (Check)	3235	Missouri Ozarks Community Action, Inc.	(350.00)
02/05/2016	Bill Payment (Check)	3236	Phyllis Ilene Hood	(150.00)
02/05/2016	Bill Payment (Check)	3237	Revelation Construction & Development, LLC	(4,405.00)
02/12/2016	Bill Payment (Check)	3238	MO HealthNet	(39.00)
02/12/2016	Bill Payment (Check)	3239	Achieving Life Skills	(292.80)
02/12/2016	Bill Payment (Check)	3240	T&L Morgan Properties LLC	(500.00)
02/12/2016	Bill Payment (Check)	3241	MO HealthNet	(512.00)
02/12/2016	Bill Payment (Check)	3242	MO HealthNet	(320.00)
02/12/2016	Bill Payment (Check)	3243	MO HealthNet	(267.00)
02/12/2016	Bill Payment (Check)	3244	MO HealthNet	(21.00)
02/12/2016	Bill Payment (Check)	3245	MO HealthNet	(662.00)
02/12/2016	Bill Payment (Check)	3246	MO HealthNet	(403.00)
02/12/2016	Bill Payment (Check)	3247	MO HealthNet	(659.00)
02/12/2016	Bill Payment (Check)	3248	MO HealthNet	(662.00)
02/12/2016	Bill Payment (Check)	3249	MO HealthNet	(498.00)
02/12/2016	Bill Payment (Check)	3250	MO HealthNet	(196.00)
02/12/2016	Bill Payment (Check)	3251	MO HealthNet	(30.00)
02/12/2016	Bill Payment (Check)	3252	MO HealthNet	(234.00)
02/19/2016	Bill Payment (Check)	3253	Bankcard Center	(5.42)
02/19/2016	Bill Payment (Check)	3254	Brian Doerr	0.00
02/19/2016	Bill Payment (Check)	3255	Brookview Apartments of Camdenton	(100.00)
02/19/2016	Bill Payment (Check)	3256	Camden Manors, Inc.	(100.00)
02/19/2016	Bill Payment (Check)	3257	Camdenton Apartments dba Lauren's Place	(100.00)
02/19/2016	Bill Payment (Check)	3258	Childrens Learning Center	(7,209.09)
02/19/2016	Bill Payment (Check)	3259	DMH Local Tax Matching Fund	(3,668.44)
02/19/2016	Bill Payment (Check)	3260	Garry Euler	(803.00)
02/19/2016	Bill Payment (Check)	3261	Glen Donnach, LLC	0.00
02/19/2016	Bill Payment (Check)	3262	J.C. Sutton LLC	(356.00)
02/19/2016	Bill Payment (Check)	3263	John Farrell Real Estate Company	(281.00)
02/19/2016	Bill Payment (Check)	3264	Lake Area Industries	(21,589.64)
02/19/2016	Bill Payment (Check)	3265	MO HealthNet	(122.00)
02/19/2016	Bill Payment (Check)	3266	Phyllis Ilene Hood	(561.00)
02/19/2016	Bill Payment (Check)	3267	Professional Management Group, Inc.	(491.00)
02/19/2016	Bill Payment (Check)	3268	Revelation Construction & Development, LLC	(495.00)
02/19/2016	Bill Payment (Check)	3269	T&L Morgan Properties LLC	(355.00)
02/19/2016	Bill Payment (Check)	3270	Valerie Stonitsch	(193.00)
02/19/2016	Bill Payment (Check)	3271	Velma Spawn	(100.00)
02/19/2016	Bill Payment (Check)	3272	Wimaca Oaks Apartments, LLC	(436.00)
02/19/2016	Bill Payment (Check)	3273	Camdenton Apartments dba Lauren's Place	(121.00)
02/19/2016	Bill Payment (Check)	3274	DMH Local Tax Matching Fund	(5,389.32)
02/19/2016	Bill Payment (Check)	3275	J.C. Sutton LLC	(404.00)
02/19/2016	Bill Payment (Check)	3276	MO HealthNet	(292.00)
02/19/2016	Bill Payment (Check)	3277	Professional Management Group, Inc.	(100.00)
02/19/2016	Bill Payment (Check)	3278	Revelation Construction & Development, LLC	(100.00)
02/19/2016	Bill Payment (Check)	3279	MO HealthNet	(508.00)
02/19/2016	Bill Payment (Check)	3280	Professional Management Group, Inc.	(100.00)
02/19/2016	Bill Payment (Check)	3281	Revelation Construction & Development, LLC	(881.00)
02/19/2016	Bill Payment (Check)	3282	MO HealthNet	(279.00)
02/19/2016	Bill Payment (Check)	3283	Revelation Construction & Development, LLC	(422.00)

02/19/2016	Bill Payment (Check)	3284	Revelation Construction & Development, LLC	(322.00)
02/19/2016	Bill Payment (Check)	3285	Revelation Construction & Development, LLC	(717.00)
02/19/2016	Bill Payment (Check)	3286	Glen Donnach, LLC	(184.00)
02/26/2016	Bill Payment (Check)	3287	Missouri Ozarks Community Action, Inc.	(225.00)

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

02/05/2016	Bill Payment (Check)	6365	MACDDS	(5,133.18)
02/05/2016	Bill Payment (Check)	6366	Aflac	(819.41)
02/05/2016	Bill Payment (Check)	6367	All American Terminite & Pest Control	(75.00)
02/05/2016	Bill Payment (Check)	6368	Camden County PWSD #2	(55.40)
02/05/2016	Bill Payment (Check)	6369	Direct Service Works	(795.00)
02/05/2016	Bill Payment (Check)	6370	G G Maha	(56.80)
02/05/2016	Bill Payment (Check)	6371	Glenda North	(110.00)
02/05/2016	Bill Payment (Check)	6372	KMB Technical Group, Inc.	(596.00)
02/05/2016	Bill Payment (Check)	6373	Linda Gifford	(93.86)
02/05/2016	Bill Payment (Check)	6374	Lori Cornwell	(90.05)
02/05/2016	Bill Payment (Check)	6375	MSW Interactive Designs LLC	(30.00)
02/05/2016	Bill Payment (Check)	6376	Nicole M Whittle	(156.66)
02/05/2016	Bill Payment (Check)	6377	Ryan Johnson	(97.42)
02/05/2016	Bill Payment (Check)	6378	Sharla Jenks	(87.87)
02/05/2016	Bill Payment (Check)	6379	Walters, Staedtler & Allen L.L.C.	(980.00)
02/05/2016	Bill Payment (Check)	6380	AT&T	(81.74)
02/05/2016	Bill Payment (Check)	6381	LaClede Electric Cooperative	0.00
02/05/2016	Bill Payment (Check)	6382	Lake Regional Health System	0.00
02/05/2016	Bill Payment (Check)	6383	Lakeside Office Supply	(215.83)
02/05/2016	Bill Payment (Check)	6384	Stacy Garry	(75.00)
02/05/2016	Bill Payment (Check)	6385	Summit Natural Gas of Missouri	(109.09)
02/05/2016	Bill Payment (Check)	6386	Occupational Medicine Clinic	(71.00)
02/05/2016	Bill Payment (Check)	6387	LaClede Electric Cooperative	(511.23)
02/10/2016	Expense	151226	Jennifer Clemons	(934.05)
02/10/2016	Expense	151227	Connie L Baker	(867.28)
02/10/2016	Expense	151228	Myrna Blaine	(1,391.17)
02/10/2016	Expense	151229	Lori Cornwell	(827.43)
02/10/2016	Expense	151230	Jeanna K Cupp	(934.28)
02/10/2016	Expense	151231	Linda Gifford	(797.04)
02/10/2016	Expense	151232	Sharla Jenks	(822.29)
02/10/2016	Expense	151233	Ryan Johnson	(1,021.68)
02/10/2016	Expense	151234	Micah J Joseph	(1,070.94)
02/10/2016	Expense	151235	Angela St. Joan	(1,102.00)
02/10/2016	Expense	151236	Annie Meyer	(1,121.06)
02/10/2016	Expense	151237	Edmond J Thomas	(1,197.54)
02/10/2016	Expense	151238	Eddie L Thomas	(2,054.32)
02/10/2016	Expense	151239	Nicole M Whittle	(1,002.64)
02/10/2016	Expense	151240	Marcie L. Vansyoc	(1,101.36)
02/10/2016	Expense	02/10/2016	Edward Jones	(50.00)
02/10/2016	Expense	02/10/2016	Internal Revenue Service	(5,649.62)
02/12/2016	Bill Payment (Check)	6388	Ameren Missouri	(537.87)
02/12/2016	Bill Payment (Check)	6389	Connie L Baker	(42.63)
02/12/2016	Bill Payment (Check)	6390	Eddie L Thomas	(153.74)
02/12/2016	Bill Payment (Check)	6391	Ezard's, Inc.	(197.44)
02/12/2016	Bill Payment (Check)	6392	Jennifer Clemons	(102.14)
02/12/2016	Bill Payment (Check)	6393	Lakeside Office Supply	(44.79)
02/12/2016	Bill Payment (Check)	6394	G G Maha	(1,017.53)
02/12/2016	Bill Payment (Check)	6395	Linda Simms	(1,094.44)
02/12/2016	Bill Payment (Check)	6396	KMB Technical Group, Inc.	(780.00)

02/12/2016	Bill Payment (Check)	6397	Angela St. Joan	(321.67)
02/12/2016	Bill Payment (Check)	6398	Missouri Dept of Revenue	(1,467.00)
02/12/2016	Bill Payment (Check)	6399	Missouri Employers Mutual MEM	(936.00)
02/19/2016	Bill Payment (Check)	6400	Bankcard Center	(1,848.61)
02/19/2016	Bill Payment (Check)	6401	City Of Camdenton	(38.29)
02/19/2016	Bill Payment (Check)	6402	Ezard's, Inc.	(1,800.00)
02/19/2016	Bill Payment (Check)	6403	Glenda North	(55.00)
02/19/2016	Bill Payment (Check)	6404	KMB Technical Group, Inc.	(420.00)
02/19/2016	Bill Payment (Check)	6405	Micah J Joseph	(231.20)
02/19/2016	Bill Payment (Check)	6406	Office Business Equipment	(51.17)
02/19/2016	Bill Payment (Check)	6407	RITO, LLC	(175.00)
02/19/2016	Bill Payment (Check)	6408	CNA Surety	(359.00)
02/19/2016	Bill Payment (Check)	6409	Glenda North	(65.00)
02/19/2016	Bill Payment (Check)	6410	Mo Consolidated Health Care	(12,758.54)
02/19/2016	Bill Payment (Check)	6411	Naught-Naught Agency	(109.00)
02/24/2016	Expense	151243	Jennifer Clemons	(932.86)
02/24/2016	Expense	151244	Connie L Baker	(953.03)
02/24/2016	Expense	151245	Myrna Blaine	(1,391.20)
02/24/2016	Expense	151246	Lori Cornwell	(823.34)
02/24/2016	Expense	151247	Jeanna K Cupp	(899.34)
02/24/2016	Expense	151248	Linda Gifford	(843.00)
02/24/2016	Expense	151249	Sharla Jenks	(818.58)
02/24/2016	Expense	151250	Ryan Johnson	(1,021.67)
02/24/2016	Expense	151251	Micah J Joseph	(1,070.94)
02/24/2016	Expense	151252	Angela St. Joan	(1,317.76)
02/24/2016	Expense	151253	Annie Meyer	(1,114.14)
02/24/2016	Expense	151254	Edmond J Thomas	(1,197.54)
02/24/2016	Expense	151255	Eddie L Thomas	(2,054.32)
02/24/2016	Expense	151256	Nicole M Whittle	(1,009.94)
02/24/2016	Expense	151257	Marcie L. Vansyoc	(1,031.70)
02/25/2016	Expense	02/25/2016	Internal Revenue Service	(5,751.03)
02/25/2016	Expense	02/25/2016	Edward Jones	(50.00)
02/26/2016	Expense	02/26/2016	Internal Revenue Service	(2.92)
02/26/2016	Bill Payment (Check)	6412	All American Terminite & Pest Control	(70.00)
02/26/2016	Bill Payment (Check)	6413	Annie Meyer	(120.57)
02/26/2016	Bill Payment (Check)	6414	Charter Business	(708.20)
02/26/2016	Bill Payment (Check)	6415	Delta Dental of Missouri	(430.23)
02/26/2016	Bill Payment (Check)	6416	E-Z Disposal	(22.00)
02/26/2016	Bill Payment (Check)	6417	G G Maha	(1,055.44)
02/26/2016	Bill Payment (Check)	6418	Glenda North	(110.00)
02/26/2016	Bill Payment (Check)	6419	H R Direct	(6.33)
02/26/2016	Bill Payment (Check)	6420	KMB Technical Group, Inc.	(1,340.00)
02/26/2016	Bill Payment (Check)	6421	Lagers	(2,803.52)
02/26/2016	Bill Payment (Check)	6422	Lake Area Industries	(50.00)
02/26/2016	Bill Payment (Check)	6423	LaSella M Wynes	(17.57)
02/26/2016	Bill Payment (Check)	6424	Linda Simms	(1,094.44)
02/26/2016	Bill Payment (Check)	6425	Office Business Equipment	(118.36)
02/26/2016	Bill Payment (Check)	6426	Principal Life Ins	(217.34)
02/26/2016	Bill Payment (Check)	6427	Refills Ink	(294.96)
02/26/2016	Bill Payment (Check)	6428	Staples	(214.65)
02/26/2016	Bill Payment (Check)	6429	US Department of Education - Tracking # 1017780285	(632.68)

February 2016
Credit Card Statement



Score
Card

Bonus Points Available
8,713

Account Summary

Billing Cycle		03/04/2016
Days In Billing Cycle		29
Previous Balance		\$1,854.03
Purchases	+	\$4,361.60
Cash	+	\$0.00
Special	+	\$0.00
Credits	-	\$129.92-
Payments	-	\$1,854.03-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00
NEW BALANCE		\$4,231.68

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$5,768.32
Available Cash	\$5,768.32
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

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

Payment Summary

NEW BALANCE	\$4,231.68
MINIMUM PAYMENT	\$127.00
PAYMENT DUE DATE	04/02/2016

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

Corporate Activity

TOTAL CORPORATE ACTIVITY \$1,854.03-

Trans Date	Post Date	Reference Number	Transaction Description	Amount
02/26	02/26	00500733	PAYMENT - THANK YOU	\$1,854.03-

Cardholder Account Summary

MYRNA BLAINE ##### 6176	Payments & Other Credits \$0.00	Purchases & Other Charges \$168.72	Cash Advances \$0.00	Total Activity \$168.72
-----------------------------------	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/08	02/09	PBUS01	05410196039418212779431	USPS 28124200230700272 CAMDENTON MO	\$9.43
02/09	02/11	PBUS01	05410196041685021801525	CENEX LAKERS E07083850 CAMDENTON MO	- \$19.03
02/17	02/18	PBUS01	05416016048141000047919	WAL-MART #0089 CAMDENTON MO	\$104.10
03/03	03/04	PBUS01	05416016063141000050384	WAL-MART #0089 CAMDENTON MO	\$19.29

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

CENTRAL BANK
PO BOX 779
JEFFERSON CTY MO 65102-0779

Account Number
5386

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
03/04/16	\$4,231.68	\$127.00	04/02/16

\$

BL ACCT 00000256-10000000
CAMDEN CO DD RES
ATTN ACCOUNTS PAYABLE
PO BOX 722
CAMDENTON MO 65020-0722



MAKE CHECK PAYABLE TO:

BANKCARD SERVICES
PO BOX 8000
JEFFERSON CTY MO 65102-8000



Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/03	03/04	PBUS01	55483826064400002995341	WAL-MART #0089 CAMDENTON MO	\$16.87

Cardholder Account Summary					
LINDA SIMMS ##### 0961		Payments & Other Credits \$129.92-	Purchases & Other Charges \$4,192.88	Cash Advances \$0.00	Total Activity \$4,062.96

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/04	02/05	PBUS01	55432866035000577535649	INTUIT *QB ONLINE 800-286-6800 CA	\$39.95
02/04	02/07	PBUS01	05140486036710023797924	WOODS MARKET 2068 OSAGE BEACH MO	\$15.80
02/08	02/09	PBUS01	55548076039206099000029	HMI FIREPLACE SHOPS OSAGE BEACH MO	\$291.43
02/13	02/15	PBUS01	05416016044141003549824	SAMSLUB #8296 SPRINGFIELD MO	\$146.46
02/16	02/17	PBUS01	05410196047418211189251	USPS 28603608230765119 OSAGE BEACH MO	\$5.75
02/17	02/18	PBUS01	05410196048418212770280	USPS 28124200230700272 CAMDENTON MO	\$5.09
02/18	02/19	PBUS01	55500366050206433400054	EPC, INC. 06364431999 MO	\$525.00
02/18	02/19	PBUS01	05410196049418221191378	USPS 28603608230765119 OSAGE BEACH MO	\$5.09
02/18	02/19		55548076049206099000035	CREDIT VOUCHER HMI FIREPLACE SHOPS OSAGE BEACH MO	\$9.16
02/19	02/21	PBUS01	05436846050300131073696	LIFE TRIBUTES 888-932-7658 MI	\$72.90
02/22	02/23	PBUS01	55310206054207188700213	PIZZA HUT 009917 CAMDENTON MO	\$36.98
02/22	02/24	PBUS01	05140486054710021976436	WOODS MARKET 2068 OSAGE BEACH MO	\$19.85
02/22	02/24	PBUS01	05140486054710021976725	WOODS MARKET 2068 OSAGE BEACH MO	\$5.99
02/23	02/24	PBUS01	05410196054418221192097	USPS 28603608230765119 OSAGE BEACH MO	\$6.41
02/25	02/25	PBUS01	55432866056000341386620	NCS PEARSON 800-843-0019 MN	\$101.09
02/24	02/25		05587456055000000214278	RBT PIZZA HUT 009917 EasySavings NY	\$1.48
02/27	02/28	PBUS01	05227026058500149251895	DISPLAYS2GOCOM 401-247-0333 RI	\$119.28
02/27	02/28	PBUS01	05227026058500149251978	DISPLAYS2GOCOM 401-247-0333 RI	\$119.28
02/29	03/01	PBUS01	05410196060418221192826	USPS 28603608230765119 OSAGE BEACH MO	\$5.31
03/01	03/02	PBUS01	25140526062000016600048	CAMDENTON AREA CHAMB CAMDENTON MO	\$250.00
03/01	03/02		05227026061000200391602	CREDIT VOUCHER DISPLAYS2GOCOM 401-247-0333 RI	\$119.28
03/03	03/03	PBUS01	55432866063000271942930	GOOGLE *SVC SAPPs_CDDR CC@GOOGLE.COM CA	\$2,400.00
03/02	03/04	PBUS01	05436846063000131343660	CASEYS GEN STORE 2180 CAMDENTON MO	\$21.22

Additional Information About Your Account

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

THE TOTAL FINANCE CHARGE PAID ON YOUR ACCOUNT DURING THE PAST YEAR WAS \$.31.

ScoreCard Bonus Points Information as of 03/03/2016						
ScoreCard	Beginning Balance	Points Earned	Bonus Earned	Points Adjusted	Points Redeemed	Ending Balance
	6,736	1,793	184	0	0	8,713

=====

CAMDENTON
 625 W US HIGHWAY 54
 CAMDENTON
 MO
 650209998
 2812420020
 02/08/2016 (800)275-8777 3:47 PM

=====

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (ROLLA, MO 65402) (Weight:0 Lb 10.70 Oz) (Expected Delivery Day) (Wednesday 02/10/2016)	1	\$3.18
Certified (USPS Certified Mail #) (70140150000127829917)	1	\$3.45
Return Receipt (USPS Return Receipt #) (9590952106150000053400)	1	\$2.80
Total		\$9.43

Credit Card Remitd **\$9.43**
 (Card Name:MasterCard)
 (Account #:XXXXXXXXXX6176)
 (Approval #:67508C)
 (Transaction #:943)

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

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

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

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

7014 0150 0001 2782 9917

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

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

ROLLA, MO 65402

Postage	\$3.18
Certified Fee	\$2.80
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$9.43

Postmark: FEB 08 2015

02/08/2016

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

PS Form 3800, August 2014

LOST RECEIPT

CENEX LAKERS

CAMDENTON

\$19.03

GAS VAN

Office Supplies



(573) 346 - 3588
MANAGER BRENDA GARRETT
94 CECIL ST
CAMDENTON MD 65020

ST# 00089	OP# 001319	TE# 03	TR# 08348	
BATH TISSUE	003700094270			9.97 0
BATH TISSUE	003700094270			9.97 0
PAPER TOWELS	003040021648			5.74 0
PAPER TOWELS	003040021677			13.97 0
GV WASTEBAGS	007874204833			12.52 0
THEWORKS TAB	007415703201			1.73 0
DISINF SPRY	007874201140			2.62 0
GV DISINF LN	007874209326			2.62 0
DISINF SPRY	007874201140			2.62 0
GV DISINF LN	007874209326			2.62 0
SOAP REFILL	068113105206			3.97 0
BIC COR TAPE	007033050589			5.47 0
STYLUS PEN	068113107324			9.88 0
WHITE OUT 2P	007033050695			4.44 0
SWEET STRIPE	007053801642	F		5.98 0
ASST BIG BAG	003400013823	F		9.98 0
	SUBTOTAL			104.10
	TOTAL			104.10
	MCARD TEND			104.10

ACCOUNT # **** * 6176 S
APPROVAL # 65581C
REF # 604800470481
TERMINAL # 168293948

02/17/16 08:56:07

CHANGE DUE 0.00

ITEMS SOLD 16

TC# 4771 6411 0676 8567 4061 6



Low Prices You Can Trust. Every Day.
02/17/16 08:56:07

CUSTOMER COPY



Office
Supplies

HOW WAS YOUR EXPERIENCE?
Tell us about your visit today and you could win 1 of 5 \$1000 Walmart gift cards or 1 of 750 \$100 Walmart gift cards. Diganos acerca de su visita a Walmart hoy y usted podria ganar una de las 5 tarjetas de regalo de Walmart de \$1000 o una de las 750 tarjetas de regalo de Walmart de \$100

http://www.survey.walmart.com

ID #: 7JXJDJZ5B6

No Purchase Necessary. Must be 18 or older and a legal resident of the 50 US, DC, or PR to enter. To enter without purchase and for official rules, visit www.entry.survey.walmart.com. Sweepstakes period ends on the date outlined in the official rules. Survey must be taken within ONE week of today. Void where prohibited. THANK YOU!



(573) 346 - 3588
MANAGER BRENDA GARRETT
94 CECIL ST
CAMDENTON MD 66020
ST# 00089 OP# 003859 TE# 05 TR# 08851
BULB 060538810063 19.29 0
SUBTOTAL 19.29
TOTAL 19.29
MCARD TEND 19.29

ACCOUNT # **** * 6176 S
APPROVAL # 62141C
REF # 606300883144
TERMINAL # 289319290

03/03/16 12:22:12

CHANGE DUE 0.00

ITEMS SOLD 1

TC# 0303 0976 2624 7461 9242



Low Prices You Can Trust. Every Day.
03/03/16 12:22:12

CUSTOMER COPY

Savins Catcher! Scan with Walmart app



OFFICE SUPPLIES



(573) 346 - 3588
MANAGER BRENDA GARRETT
94 CECIL ST
CAMDENTON MD 65020
ST# 00089 OP# 003859 TE# 05 TR# 08850
FACE TISSUE 007874209389 4.97 0
MARKERS 085649000061 0.94 0
COFFEE 001114110180 F 4.98 0
SUMATRA GRD 001066807567 F 5.98 0
SUBTOTAL 16.87
TOTAL 16.87
MCARD TEND 16.87

ACCOUNT # **** * 6176 S
APPROVAL # 60334C
REF # 606300299534
PAYMENT SERVICE - A
TERMINAL # 289319290

03/03/16 12:20:32

CHANGE DUE 0.00

ITEMS SOLD 4

TC# 3003 9762 6247 8669 272



Low Prices You Can Trust, Every Day.
03/03/16 12:20:32

CUSTOMER COPY

Savings Catcher! Scan with Walmart app



Order Details

1,800.4INTUIT

Order Date: 03/04/2016
Order Number: SUBS105678237

Item Ordered	Delivery Method	Status	Estimated Delivery	Qty	Item Price	Item Total
QUICKBOOKS ONLINE PLUS - MONTHLY FULL FEATURED FINANCIAL MANAGEMENT		Available	03/04/2016	1	\$39.95	\$39.95
Request Refund						

Subtotal: \$39.95
 Tax: \$0.00
 Shipping: \$0.00
Order Total: \$39.95

Address Information	Payment Method
<p>Billing Address</p> <p>EDMOND J THOMAS Camden County Developmental Disability Resources 100 3RD ST POBOX 722 CAMDENTON, MO 65020-7336 USA</p> <p>573-317-9233 ejt@ccddr.org</p>	<p>Linda Simms MasterCard XXXXXXXXXXXX0961</p>

Who Are You? Accountants | Developers | Enterprise | Financial Institutions | Healthcare | Partner | Retailers

Corporate: Support | Communities | Products A-Z | Contact Us | Careers | Privacy | Security | Legal | Intuit Labs | About Intuit

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OSAGE BEACH
OFFICE



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

Cashier: LENA

02/04/16 12:31:06

GROCERY

PAPER TOWELS	030400215261	6.43	T
ANGEL FT WHT	030400774379	1.33	T
SUM CIT CLNP	037000315025	3.09	T
LQ GEL LAVER	037000388659	2.67	T
DTRGNT BLUE	070035009957	1.29	T
AI S FOAM PLA	04003612063	.99	T
SUBTOTAL		15.80	
TOTAL TAX		.00	

TOTAL		15.80
Ma	TENDER	15.80
3	xx	xxxx0961
ML	COEL	2237C
CHANGE		.00

NUMBER OF ITEMS		6
F1	EXEMPTED	.00
F1	EXEMPTED	.00
F2	EXEMPTED	15.80
F2	TAX EXEMPTED	1.18
T3	ITEM VALUE EXEMPTED	.00
T3	TAX EXEMPTED	.00
T4	ITEM VALUE EXEMPTED	.00
T4	TAX EXEMPTED	.00

Term:1 Store:2068 12:32:

THANK YOU FOR SHOPPING AT WOODS!
HEAR FROM YOU ON OUR WEBSITE
CONTACT US* TO BETTER SERVE YOU.
MICHAEL, STORE MANAGER

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WIN \$100 - 2 prizes every month
Tell us about this visit!
www.woodsfeedback.com
or Toll-Free 1-866-203-1995
SURVEY CODE:
2016 0204 2068 0001 0080

visit

HMI Fireplace Shop
6656 Highway 54
OsageBeach, MO 65065

Invoice No. 12763
Date: 02/08/16
Page No. 1

DUPLICATE INVOICE

Sold Ryan Johnson
To 693-1511 Linda Simms
253 Keystone Ind Pk Dr
Camdenton, MO 65020

Cust *1000 Ship date 02/08/16
Salesman GEN

Quantity	Unit	Item Number	Description	Price	Unit	Extension
1	EACH	QF812-4421	Feed MTR Cont (Cast/12I/12	167.27	EACH	167.27
1	HOUR	*SERVICE	Appliance Repair Charges	115.00	HOUR	115.00

Str: 1 Reg: 3 Drw: 6 Usr:DAM 12:21
MCVS 291.43 *****0961 **** Auth:63505C

Sale Amt	282.27
Sales Tax	9.16
Total	291.43
Pmt Rec'd	291.43
Bal Due	.00

TAX
CREDITED BACK

HMI PAYABLES@YAHOO.COM

OSAGE BEACH
OFFICE



CLUB MANAGER TOM CONROY
(417) 882 - 4487
SPRINGFIELD, MO

02/13/16 14:42 5703 08296 013 4170

CAMDEN COUNTY SENATE BILL 40

930536 SAM'S COPY	27.98 E
245437 ZSAM COLUME	11.46 E
725476 SHEAD FILES	7.44 E
725490 SHEAD FILES	7.82 E
725490 SHEAD FILES	7.82 E
930536 SAM'S COPY	27.98 E
930536 SAM'S COPY	27.98 E
930536 SAM'S COPY	27.98 E

SUBTOTAL	146.46
TOTAL	146.46
MCARD TEND	146.46

ACCOUNT # ***** 0961 S
 APPROVAL # 64134C
 TERMINAL # 281345172
 CHANGE DUE 0.00

Visit samsclub.com to see your savings

ITEMS SOLD 8

TCN 3975 7317 4183 6660 7926 5



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<http://www.survey.samsclub.com>

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ONE OF FIVE \$1,000 SAM'S CLUB SHOPPING CARDS
Must be 18 or older and a legal resident of the 50 US or
DC to enter. No purchase necessary to enter or win. To
enter without purchase and for official rules visit:

www.entry.survey.samsclub.com

Sweepstakes period ends on the date shown in the
official rules. Survey must be taken within
TWO weeks of today.

Esta encuesta también se encuentra en español en la
página de Internet.

Happy to Help

*** MEMBER COPY ***

OSAGE BEACH
 5545 OSAGE BEACH PKWY
 OSAGE BEACH
 MO
 650659998
 2860360829
 02/16/2016 (800)275-8777 3:26 PM

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (ROLLA, MO 65402) (Weight:0 Lb 6.70 Oz) (Expected Delivery Day) (Thursday 02/18/2016)	1	\$2.30
Certified (USPS Certified Mail #) (70150920000191075500)	1	\$3.45

Total \$5.75

Credit Card Remitd \$5.75
 (Card Name:MasterCard)
 (Account #:XXXXXXXXXX0961)
 (Approval #:66121C)
 (Transaction #:925)

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

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

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 Domestic Mail Only

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ROLLA, MO 65402

OFFICIAL USE

Postage	\$3.45
Certified Fee	\$0.00
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$2.80
Total	\$5.75

Postmark Here
 FEB 16 2016
 0829 09

Rolla Regional 02/16/2016
 Attn:Becky Sawyer
 PO Box 1098
 105 Fairgrounds Rd
 Rolla, MO 65402

Sent To
 Street 2 or PO B.
 City, Sta.
 PS Form

7015 0920 0001 9107 5500

=====

CAMDENTON
 625 W US HIGHWAY 54
 CAMDENTON
 MO
 650209998
 2812420020
 02/17/2016 (800)275-8777 3:47 PM

=====

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (ROLLA, MO 65402) (Weight:0 Lb 3.90 Oz) (Expected Delivery Day) (Friday 02/19/2016)	1	\$1.64
Certified (USPS Certified Mail #) (70150920000191075494)	1	\$3.45
Total		\$5.09
Credit Card Remitd (Card Name:MasterCard) (Account #:XXXXXXXXXX0961) (Approval #:67366C) (Transaction #:028)		\$5.09

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

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

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/stamps to print shipping labels with postage for other...

7015 0920 0001 9107 5494

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ROLLA, MO 65402

OFFICIAL USE

Postage	\$3.45
Certified Fee	\$0.00
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$1.64
	\$5.09

Postmark Here
 FEB 17 2016
 CAMDENTON MO 65020

Sent To
 Street & Ap or PO Box
 City, State,

PS Form 3800, February 2015

Kolla Regional
 Atten:Becky Sawyer
 PO Box 1098
 105 Fairgrounds Rd
 Rolla, MO 65402



Secure IT Asset Recovery
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SALES INVOICE	
SI-665073	2/18/2016

www.epcusa.com

3941 Harry S. Truman Boulevard
St. Charles, MO 63301

phone 800.235.1046 or 636.443.1999 fax 636.443.1998



Customer	Contact	Ship To
CAMDEN COUNTRY SENATE BILL 40 LINDA SIMMS PO BOX 722 CAMDENTON MO 65020 UNITED STATES Tel: (573)693-1511		

Account	Terms	Due Date	Account Rep	Schedule Date
1475193	C.O.D	2/18/2016	BRIAN MICHEL	2/18/2016
Sales Order	PO #	Reference	Ship VIA	Page Printed
SO-683263			Customer Pickup	1 2/18/2016 1:42:25PM

L	Item	Description	Order	Ship	Price	UM	Discount	Amount
1	LCD19WS/HP	USED HP 19" WIDE SCREEN LCD	15	15	\$35.00	EA		\$525.00
2		1369050568 1369050687 1369050688 1369050735 1369050747 1369050829 1369050832 1371750050 1371750193 1371750206 1371750258 1371750270 1371750326 1371750408 1371750436						

<p>A limited warranty applies to all pre-owned equipment. Prices are quoted in U.S. dollars. Freight Charges are the responsibility of the customer. A 20% restocking fee will be assessed for all product cancelled after receipt of Purchase Order. Buyer grants to Seller a purchase money security interest in the Equipment in the amount of the sales price. This interest will be released and title will pass from the Seller to Buyer upon receipt of payment of the sale price in full. If paid by credit card, I agree to pay the total amount as stated on this Sales Invoice, according to the CARD ISSUER AGREEMENT. (Merchant Agreement if a Credit (Memo)</p> <p>X _____</p>	<p>Tax Details EXEMPT \$0.000</p> <p>Payment Details 2/18/2016 MC XXXXXXXXXXXX0961 \$525.00</p>	<p>Taxable \$0.00</p> <p>Total Tax \$0.00</p> <p>Exempt \$525.00</p> <p>Total \$525.00</p> <p>Payment Disc \$0.00</p> <p>Paid \$525.00</p> <p>Balance \$0.00</p>
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OSAGE BEACH
 5545 OSAGE BEACH PKWY
 OSAGE BEACH
 MO
 650659998
 2860360829
 02/18/2016 (800)275-8777 4:17 PM

=====

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (ROLLA, MO 65402) (Weight:0 Lb 3.30 Oz) (Expected Delivery Day) (Saturday 02/20/2016)	1	\$1.64
Certified (USPS Certified Mail #) (70150920000191077573)	1	\$3.45
Total		\$5.09

Credit Card Remitd **\$5.09**
 (Card Name:MasterCard)
 (Account #:XXXXXXXXXX0961)
 (Approval #:67512C)
 (Transaction #:137)

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

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

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

7015 0920 0001 9107 7573

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ROLLA, MO 65402

OFFICIAL USE

Postage	\$3.45	
Certified Fee	\$0.00	
Return Receipt Fee (Endorsement Required)	\$0.00	
Restricted Delivery Fee (Endorsement Required)	\$0.00	
	\$1.64	
Total Postage & Fees	\$	\$5.09

0829
 FEB 18 2016
 Postmark Here

02/18/2016

Sent To
 ROLLA REGIONAL OFC BECKY SAWYER
 Street & Apt. No., or PO Box No. PO BOX 1098 105 FAIRMOUNTS RD
 City, State, ZIP+4 ROLLA, MO 65402

PS Form 3800, July 2014 See Reverse for Instructions

Linda Simms

From: Linda Simms [linda@ccddr.org]
Sent: Thursday, February 18, 2016 9:40 AM
To: 'hmipayables@yahoo.com'
Subject: Tax exempt letter
Attachments: Tax Exempt letter.pdf

ON MY
CREDIT CARD,
SHOULD BE
CREDIT FOR
\$9.16 (SALES TAX)
LS

Please remove sales tax from invoice 12763 and credit back to my Company credit card.

Copy of tax exempt letter is attached.

Thank you.

Linda Simms
Compliance Manager
Camdenton Phones: TEL 573-317-9233 FAX 573-317-9332
Mailing Address: P.O. Box 722, Camdenton, MO 65020
Office Address: 5816 Osage Beach Pkwy, Suite 106, Osage Beach, MO 65065
Administrative Phone: TEL 573-693-1511 FAX 573-693-1515

This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipients named above. The designated recipients are prohibited from re-disclosing this information to any third party without authorization and are required to destroy the information after its stated need has been full filled. If you are not the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution, or copying of its contents is prohibited by federal or state law. If you have received this communication in error, please notify us immediately by telephone at (573) 317-9233 and destroy all copies of this communication and any attachments.

Gift Message

Message: Please accept our most heartfelt sympathies for your loss...our thoughts are with you and your family during this difficult time.

Signature: Camden County Senate Bill 40 Board Members & Employees

Name	Price	Quantity	Total
Medium Dish Garden	\$52.95	1	\$52.95
		Subtotal	\$52.95
		Service Fees	\$19.95
		Tax	\$0.00
		Order Total	\$72.90

FLOWERS
JOHN "MIKE" MICHAEL KELSEY

Food for
2-22-2016
board meeting

PIZZA HUT
CARRY_OUT

***** CHANGED *****

** DUE NOW **
** DUE: 02/22/16 at 03:30PM **

Ticket # 0007

ENTERED BY
ASHLEY
009917 02/22/16 11:21AM

CamCntySenateBoard40
(573)693-1511

01	1	Large	14.99
		Hand toss	
		Meat Lvr	
02	1	Large	14.99
		Hand toss	
		Veg Lovr	
03	1	Db1 Ordr	11.00
		Chse Stx	

COUPON (4X, 4X)	4.00
Subtotal	36.98
SALES TAX	0.00
Balance Due	36.98

Amt Tendered	36.98
Credit Card	0.00
Change	

Taken at 11:21AM
Pick Up at 03:30PM

BIG DINNER BOX
For monday night football

LOVE AT FIRST BITE?
CHANCE TO WIN! \$1000
WWW.TELLPIZZAHUT.COM
CODE: 4tx6 kt6v 4a0

For Special Deals Order
Online at Pizzahut.com

ER FOR A CHANCE TO WIN!
FLIP OVER FOR A CHANCE TO WIN!
FLIP OVER FOR A CHANCE TO WIN!
FLIP OVER FOR A CHANCE TO WIN!

Food for
2-22-2016
board meeting

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

Cashier: Deb Ram

02/22/16 12:09:14

GROCERY

TAX EXEMPT SLIP	999900	.00 TF
1 @ 4/ 5.00		
PEPSI 2 LITER	012000002304	1.25 TF
1 @ 4/ 5.00		
SIERRA MIST N	012000158056	1.25 TF
1 @ 2/ 7.00		
RUFFLES ORIGI	028400034005	3.50 TF
FF TINY TWIST	028400047692	2.98 TF

BAKERY

CAKE	079879400266	3.99 TF
1 @ 2/ 6.00		
SNICKERDOODLE	708971118013	3.00 TF

DAIRY

KRAFT RANCH D	021000056736	1.89 TF
CENTRAL CHIP&	073948031221	1.99 TF

SUBTOTAL 19.85
TOTAL TAX .00

TOTAL 19.85

MasterCard	TENDER	19.85
Acct:xxxxxxxxxxxx0961		
APPRVL CODE 60360C		
Cash	CHANGE	.00

NUMBER OF ITEMS 9

EXEMPT TAX ID 1	
T1 ITEM VALUE EXEMPTED	19.85
T1 TAX EXEMPTED	.89
T2 ITEM VALUE EXEMPTED	.00
T2 TAX EXEMPTED	.00
T3 ITEM VALUE EXEMPTED	.00
T3 TAX EXEMPTED	.00
T4 ITEM VALUE EXEMPTED	.00
T4 TAX EXEMPTED	.00

Trx:98 Term:1 Store:2068 12:10:12

THANK YOU FOR SHOPPING AT WOODS!
LET US HEAR FROM YOU ON OUR WEBSITE
"CONTACT US" TO BETTER SERVE YOU.
MICHAEL, STORE MANAGER

YOUR FEEDBACK MATTERS TO WOODS
WIN \$100 - 2 prizes every month
Tell us about this visit!
www.woodsfeedback.com
or Toll-Free 1-866-203-1995
SURVEY CODE:

2016 0222 2068 0001 0098
Valid for 5 days from visit

I certify that the components are for
wholesale sale and are not the result
of a new product.

Food for
2-22-2016
board meeting



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

Cashier: MARY R 167

02/22/16 15:11:43

GROCERY

FOLGERS CAN	025500003672	5.99	TF
	SUBTOTAL	5.99	
	TOTAL TAX	.00	
	TOTAL	5.99	
MasterCard	TENDER	5.99	
Acct:xxxxxxxxxxxx0961			
APPRVL CODE	62258C		
Cash	CHANGE	.00	

	NUMBER OF ITEMS	1
EXEMPT TAX ID 01		
T1 ITEM VALUE EXEMPTED	5.99	
T1 TAX EXEMPTED	.27	
T2 ITEM VALUE EXEMPTED	.00	
T2 TAX EXEMPTED	.00	
T3 ITEM VALUE EXEMPTED	.00	
T3 TAX EXEMPTED	.00	
T4 ITEM VALUE EXEMPTED	.00	
T4 TAX EXEMPTED	.00	

Trx:193 Term:1 Store:2068 15:11:59

THANK YOU FOR SHOPPING AT WOODS!
LET US HEAR FROM YOU ON OUR WEBSITE
"CONTACT US" TO BETTER SERVE YOU.
MICHAEL, STORE MANAGER

YOUR FEEDBACK MATTERS TO WOODS
WIN \$100 - 2 prizes every month
Tell us about this visit!
www.woodsfeedback.com
or Toll-Free 1-866-203-1995
SURVEY CODE:
2016 0222 2068 0001 0193
Valid for 5 days from visit

=====

OSAGE BEACH
 5545 OSAGE BEACH PKWY
 OSAGE BEACH
 MO
 650659998
 2860360829

02/23/2016 (800)275-8777 4:11 PM

=====

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (SPRINGFIELD, MO 65804) (Weight:0 Lb 10.00 Oz) (Expected Delivery Day) (Thursday 02/25/2016)	1	\$2.96
Certified (USPS Certified Mail #) (70150920000191137178)	1	\$3.45
Total		\$6.41
Credit Card Remitd (Card Name:MasterCard) (Account #:XXXXXXXXXX0961) (Approval #:61142C) (Transaction #:209)		\$6.41

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

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

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/trackship to print shipping

7015 0920 0001 9113 7178

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
SPRINGFIELD MO 65804	
OFFICIAL USE	
Postage	\$3.45
Certified Fee	\$0.00
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$6.41
Postmark Here	0829 11
	02/23/2016
Sent To BURRELL BEHAVIORAL HEALTH	
Street & Apt. No., or PO Box No. 1300 BRADFORD PKWY	
City, State, ZIP+4 SPRINGFIELD, MO 65804	
PS Form 3800, July 2014 See Reverse for Instructions	

INVOICE

INVOICE NUMBER: 10608383	
TAX I.D. NO.: 41-0850527	
DATE: 24-FEB-16	Page 1 of 1
CUSTOMER NO.: 1800889	CREDIT REF. NO.:

BILL TO:

ATTN: ACCOUNTS PAYABLE
 CAMDENTON COUNTY DD RESOURCES
 100 3RD ST
 CAMDENTON, MO 65020

LOCATED AT:

CAMDENTON COUNTY DD RESOURCES
 100 3RD ST
 CAMDENTON, MO 65020

Reference Number: -5311111

PURCHASE INFORMATION		SHIPPING INFORMATION		PAYMENT INFORMATION		
PURCHASE ORDER:		(MOST RECENT SHIPMENT)		TERMS: CREDIT CARD		
		SHIP DATE: 24-FEB-16		DUE DATE: 24-FEB-16		
		CARRIER: UPS Ground		CONTACT: credit@pearson.com		
		B/L NUMBER: 0		201-767-5029 (Fax)		
				800-843-0019 (Phone)		
DESCRIPTION		U/M	QTY	TAX	UNIT PRICE	EXTENDED PRICE
31022 VINELAND-II EXP INT REC BK (25)		Each	1	Y	84.75	84.75
FREIGHT SHIPPING CHARGES		Each	1	N	10.00	10.00
INVOICE SUMMARY:						
TOTAL FOR ALL LINE ITEMS						94.75
4.23% STATE TAX						3.58
1.25% COUNTY TAX						1.06
2.00% CITY TAX						1.70
**** Credit card remittance of 101.09 processed on 24-FEB-16 ****						(101.09)
<p>The Terms and Conditions of Sale and Use enclosed or at http://www.pearsonclinical.com/legal/termsofsale.html apply Register at https://ipay.pearson.com/OA_HTML/SelfRegistration.jsp for on-line access</p>						
SUBTOTAL					TAX	TOTAL (USD)
94.75					6.34	0.00

Remit by Check to:
 NCS PEARSON, INC.
 13036 COLLECTION CENTER DRIVE
 CHICAGO, IL 60693

Remit by Wire or ACH to:
 Bank of America - Account Name: NCS Pearson Inc.
 ACH: # 071-000-039 WIRE: #0260-0959-3
 Account No: 81881-05388 SWIFT: BOFAUS3N
 (Include invoice number in transmission)

ORIGINAL

\$1.48 CREDIT
FOR USING MASTER CARD
PIZZA HUT

MM . 0 . 1

<input checked="" type="radio"/> Order Number (GPA, Amazon) <input type="radio"/> Partial Customer Name <input type="radio"/> Exact Customer Name <input type="radio"/> Customer Email <input type="radio"/> Customer Number (C-#####) <input type="radio"/> PO Number (Exact)	<h3>Edit Order Notes V2</h3>
<input type="text"/> <input type="button" value="Search"/>	

Order Info	
Order: 200504148 Order Date: 02/26/16 Customer: C-1633500 Reference 1:	Status:
[C] Bill To: CCDDR PO BOX 722 CAMDENTON, MO 65020 Attn: LINDA SIMMS Phone: 573-693-1511 Fax: Email: LINDA@CCDDR.ORG	Ship To: CCDDR 100 THIRD ST CAMDENTON, MO 65020, US Attn: LINDA SIMS 573-693-1511
Account: MC Trans. ID: 8018513236 Trans. Date: 02/26/16 Process Status: P	P.O.: Initials: RB Ship Via: GROUND Ship Date Promised: 02/26/16

Order Details					
Qty	SKU	Description	VC	Price	Extended
1	LCTTBLRLSM	MOBILE MAPLE MELAMINE RAISED TOP LECTERN	INTF	94.06	\$94.06
SubTotal					\$94.06
Shipping		GROUND			\$25.22
Tax		None			\$0.00
Total					\$119.28

Note Customer Saved @ 2/26/2016 12:58:1

Internal Notes (Print On Order): [[11/799]]

AWARE OF RE

OSAGE BEACH
 5545 OSAGE BEACH PKWY
 OSAGE BEACH
 MO

650659998
 2860360829

02/29/2016 (800)275-8777 4:21 PM

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

First-Class Mail Large Envelope (Domestic)	1	\$1.86
--	---	--------

(ROLLA, MO 65402)
 (Weight: 0 Lb 4.30 Oz)
 (Expected Delivery Day)
 (Wednesday 03/02/2016)

Certified	1	\$3.45
-----------	---	--------

(USPS Certified Mail #)
 (70150920000191075661)

Total \$5.31

Credit Card Remitd \$5.31
 (Card Name: MasterCard)
 (Account #: XXXXXXXXXXXX0961)
 (Approval #: 61390C)
 (Transaction #: 282)

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

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

7015 0920 0001 9107 5661

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

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

ROLLA, MO 65402

OFFICIAL USE

Postage	\$3.45
Certified Fee	\$0.00
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage	\$3.45
	\$1.86
	\$5.31

0829
 08

Postmark
 Here

Rolla Regional 2/29/2016
 Atten: Becky Sawyer
 PO Box 1098
 105 Fairgrounds Rd
 Rolla, MO 65402

Sent To
 Street & Apt.
 or PO Box No.
 City, State, Z

PS Form 3800

Application and Contract for Exhibit Space
EXPO 2016 – Home, Business and Lake Living EXPO
April 2-3, 2016 • Lodge of Four Seasons • Lake Ozark
Hours: Saturday 9 AM to 6 PM and Sunday 10 AM to 3 PM



Business: CAMDEN COUNTY DEVELOPMENTAL DISABILITY SERVICES Camdenton Chamber Member? YES
 Address: 107 HERB ST. PO BOX 722 City: CAMDENTON State: MO Zip: 65020
 Contact Person: ED THOMAS / LINDA SEAMS Phone: 573-693-1511
 Fax: 573-693-1515 E-mail Address: DIRECTOR@CCDDA.ORG LINDA@CCDDA.ORG
 Sell Merchandise at Show? (Y or N): N If Yes, MO sales tax #: _____

EXPO 2016 Checklist: (Please check and complete all areas)

Booth Location: First choice: T14 Second choice: _____ Third choice: _____

Product or service to be exhibited: INTELLECTUAL/DEVELOPMENTAL DISABILITY SERVICES

Booth Size - includes one skirted table, two chairs, wastebasket, pipe and drape
 (Early bird discount \$25 off per booth if paid in full by October 30, 2015):

	Member	Non-Member
<input checked="" type="checkbox"/> 8 X 8 Table top Booth display (Back wall - Exhibit Hall)	<u>\$250</u>	\$285
_____ 8 X 8 Standard Booth (Exhibit Hall- A17, A-16, A-15)	\$300	\$350
_____ 8 X 10 Single Booth (One booth - 80 sq ft)		
<input type="checkbox"/> Single Standard booth (Exhibit Hall)	\$400	\$500
<input type="checkbox"/> Single End Aisle booth (Exhibit Hall)	\$430	\$550
_____ 8 X 10 Double Booth (Two booths - 160 sq ft)		
<input type="checkbox"/> Double Standard booth (Exhibit Hall)	\$725	\$850
<input type="checkbox"/> Double End Aisle booth (Exhibit Hall)	\$775	\$950
_____ Bulk Space (Three or more booths - may be shared by more than one business)		
Corner Booth (190 sq feet)	\$1000	\$1200
Bulk Space - Three booths (240 sq feet)	\$1100	\$1395
Bulk Space - Four booths (320 sq feet)	\$1425	\$1625

Table Size [check one]: 8' 6' 4' or No Table (One table included with booth registration
 Additional tables can be rented through Page & Brown Convention Services)

\$ 250.00 **Total Amount** (Early bird discount - \$25 off per booth if paid in full by October 30, 2015):

\$ _____ **AMOUNT ENCLOSED** [minimum 50% deposit to reserve space—full payment for discounts - [After January 31, 2016, remaining payment is due]

\$ _____ **BALANCE REMAINING** [due by January 31, 2016]

Certificate of Insurance: Enclosed _____ Will be sent under separate cover _____

Electric and additional tables are available through Page & Brown Convention Services 573-348-5176

**Chamber member rate applies to Camdenton Chamber Members. Members of Lake Area or Lake West Chamber of Commerce can take advantage of this discount if in good standing continuously since March 2015 in either organization.

BE SURE TO COMPLETE THE OTHER SIDE OF THIS FORM!!

GOOGLE
CLOUD

\$ 200
Month

Ken

Domain verification is pending. [Return to setup](#)

Navigate to



Add Google Services

Step 1: Please review your selection

COUNTRY: United States CURRENCY: USD (\$)

Product	Quantity	Contract commitment
Google Apps for Work Unlimited 13 for 12 Plan (Yearly Payment) (\$120.00 per user - 13 month promotion)	20 users	\$2,400.00
Total	20 users	\$2,400.00

plus applicable taxes and VAT

[SEND FEEDBACK](#)

Casey's General
Store #2180
252 S HWY 5
CAMDENTON, MO 65020

Date 03/02/2016
Time 06:57

MC
#####0961

Pump	Gallons	Price
04	13.271	\$ 1.599

Product	Amount
UNLEADED	\$ 21.22

Total Sale \$ 21.22

SALE - Card Swiped
Auth # 65587C
Merch #
Approved 65587C

Coke 2ltrs 2/\$3
Visit caseys.com to
Learn how to WIN
A trip to
Silver Dollar City!
Good Luck!!

Thank You !!!
Please Come Again.
573-346-7411

Resolutions 2016-17,
2016-18, & 2016-19



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2016-17

LAI POS CONTRACT April 1ST TO December 31st, 2016 – SHELTERED EMPLOYMENT

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

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

NOW, THEREFORE, BE IT RESOLVED:

1. That the Camden County Senate Bill 40 Board (dba Camdenton County Developmental Disability Resources), hereafter referred to as the “Board”, acknowledges the current Purchase of Services and/or Supports (POS) Contract for Sheltered Employment services and/or supports with Lake Area Industries, hereafter referred to as LAI, expires on March 31st, 2016, and authorizes the Executive Director to initiate and sign the POS Contract with LAI as identified in Attachment “A” hereto for providing Sheltered Employment services and/or supports for eligible Camden County consumers.
2. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

Chairman

Date

Secretary, Vice Chairman, or Treasurer

Date

Attachment “A” to
Resolution 2016-17

PURCHASE OF SHELTERED EMPLOYMENT SERVICES AND/OR SUPPORTS AGREEMENT

THIS “Purchase of Sheltered Employment Services and/or Supports Agreement” (“Agreement”) entered into and effective this _____ day of _____ 20__, by and between Camden County Senate Bill 40 Board, dba Camden County Developmental Disability Resources, a government body organized pursuant to Sections 205.968 through 205.972 of the Revised Statutes of Missouri (“Board”), and Lake Area Industries, Inc. (“LAI”), a not for profit Missouri corporation organized and operated under the provisions of Chapter 355 of the Revised Statutes of Missouri.

WHEREAS, the Board, under the provisions of Section 205.970(3) of the Revised Statutes of Missouri is empowered to contract to provide supports for Camden County disabled persons, as defined in Sections 178.900 and 205.968 of the Revised Statutes of Missouri, and for such purposes may expend the tax funds or other funds; and

WHEREAS, LAI provides services and/or supports for Camden County persons with developmental disabilities, as defined in Section 205.968 of the Revised Statutes of Missouri, and has submitted a complete Application for Funds to the Board to render certain services and/or supports along with the expected cost to LAI; and

WHEREAS, the Board has approved the purchase of Sheltered Employment services and/or supports from LAI.

NOW THEREFORE, in consideration of the mutual promises, agreements, and covenants herein contained, the Parties hereto agree as follows:

1. SERVICES TO BE PERFORMED: LAI will carry out the activities as set forth in the Application for Fiscal Year (FY) 2016 Board Funds for Sheltered Employment services and/or supports for Camden County persons with developmental disabilities. The Board shall purchase the services and/or supports from LAI for the cost of said services and/or supports as provided in Section 2 below.

2. FUNDING: The Board agrees to purchase Sheltered Employment services and/or supports from LAI at a cost of \$3.11 per hour for work performed by a Camden County person who has been determined to be eligible to receive developmental disability services by the Missouri Department of Mental Health, Division of Developmental Disabilities, according to 9 CSR 45-2.010. On a monthly basis, LAI shall submit an invoice electronically, preferably in Excel format, listing the eligible developmentally disabled employees who performed work for LAI in the previous calendar month, and the invoice shall also include the total number of hours each eligible developmentally disabled employee worked during the previous calendar month. Board funding for Sheltered Employment services and/or supports shall occur after verifying the accuracy of the information contained in the invoice (see Attachment “A” hereto).

3. REPORTING: To ensure compliance with the terms of this Agreement and the referred Application for Funds, LAI agrees to provide reports to the Board on a monthly basis including: written progress reports for each program from each preceding month; a profit and loss statement categorizing each program's income and expenses for each preceding month; cash flow statement for each preceding month; fiscal year-to-date profit and loss statement categorizing each program's income and expenses as of the last day of the preceding month; fiscal year-to-date cash flow statement as of the last day of the preceding month; fiscal year-to-date balance sheet as of the last day of the preceding month; a monthly list of Sheltered Employment services and/or supports for all eligible Camden County developmentally disabled employees participating in any LAI Sheltered Employment programs; aged accounts receivable and accounts payable reports as of the last day of the preceding month; copies of invoices for services and materials if so requested by the Board with advance notice; copies of payroll costs and related employee expenses if so requested by the Board with advance notice; and any other reports or documents if so requested by the Board with advance notice. Additional requested copies, documents, or reports shall be considered in advance if submitted in writing by the Board to LAI no later than the 10th day following the Monthly Funding Request.

LAI agrees to immediately report incidents and/or suspicions of client abuse and/or neglect to the governmental body authorized to investigate pursuant to Missouri laws (e.g., RSMo. 210.115; 630.165; 660.255). LAI agrees to timely notify the Board that said incident(s) have been reported to the appropriate governmental body. LAI agrees to authorize the responsible governmental body to notify the Board of any substantiated allegations.

LAI also agrees to notify the Board within ten (10) business days any information, incident, or investigation that relates to the subject matter of this Agreement, or that may impact LAI's performance of this Agreement or ability to do business.

4. AUDIT REPORT AND IRS FORM 990. LAI agrees to submit to the Board one (1) copy of its completed audit and filed IRS Form 990 within 60 calendar days after completion and filing, respectively. The audit must be completed annually and must be performed by an independent individual or firm licensed by the Missouri State Board of Accountancy in accordance with generally accepted accounting principles. The audit is to include a complete accounting for funds covered by this Agreement, by program, unless an exemption is approved by the Board. Payments may be withheld from LAI if reports or forms designated herein are not submitted in accordance with this Agreement, unless otherwise approved by the Board.

5. MONITORING. LAI agrees to permit the Board, the Executive Director of the Board, or designee, or any individual(s) or agency designated by the Board to monitor, survey, and inspect LAI's services, activities, programs, and client records, to determine compliance and performance with this Agreement, except as prohibited by laws protecting client confidentiality. In addition, LAI hereby agrees, upon notice of forty-eight (48) hours, it will make available to the Board or its designee(s) all records, facilities and personnel, for auditing, inspection and interviewing, to determine the status of the services, activities, and programs covered hereunder and all other matters set forth in this Agreement.

6. CONTINUANCE: This Agreement may be continued beyond its term expiration upon the mutual consent of the Parties hereto. Such continuations may be an effected addendum hereto reciting any changes or amendments to this Agreement and bearing the signatures of both Parties.

7. BOARD FUNDING POLICIES: LAI agrees to abide by the Board Funding Policy (see Attachment “B” hereto) and any revisions to said Funding Policy approved by the Board hereafter, which will be provided to LAI. In the event that LAI does not adhere to all of the policies and procedures applicable to this grant as set out in the said Funding Policies, such failure shall constitute an act of default under this Agreement.

8. DISCRIMINATION: LAI agrees that is has adopted policies and practices to ensure that it will not discriminate either in employment or in the provision of services in violation of any applicable Federal, Missouri, County, or Municipal laws.

9. FIDELITY BOND: LAI assures the Board that it has a blanket fidelity bond on all officers, agents, employees, or other persons handling funds to be disbursed under this Agreement, written by a company approved to write fidelity bonds and shall be in an amount equal to or greater than the total annual amount to be disbursed under this Agreement. Said bond shall be effective for a period necessary in time to cover the purpose and intent of the Agreement and it shall fully protect Board funds as disbursed. The Board or its designee(s) shall be furnished a copy of said bond.

10. INDEMNIFICATION: In further consideration of payment made by the Board, LAI hereby agrees to indemnify and hold harmless the Board from any and all actions, causes of action, liabilities, fines, settlements, judgments, losses, or damages alleged or incurred to any individual person, firm, partnership, or corporation as a result of the Agreement. This indemnification will cover all losses and damages incurred by the Board and will include necessary costs and expenses including, but not limited to, attorney fees.

The Board shall be named as an additional insured on all liability insurance policies which cover LAI in administering the programs and services herein funded by the Board. LAI covenants to maintain in full force throughout the term hereof, at all its own cost and expense, insurance acceptable to the Board, insuring LAI as named insured and Board as additional insured (and such other person or persons designated by Board) against liability for injury or death of any person or persons and damage to property in or about the premises. Each such policy shall be issued by an insurer having a minimum Best Rating of B+ and will contain provisions that it cannot be canceled or amended, insofar as it relates to the premises, without at least thirty (30) days prior written notice to Board. The minimum coverages to be maintained are as follows:

Commercial General Liability \$1M per occurrence
\$2M per aggregate

Auto Liability
Bodily Injury, Property \$1M per occurrence

Employer Liability
Workers' Compensation \$500K per incident

Personal Property Replacement Cost

Directors and Officers Liability \$1M

Fidelity Bond equal to or greater than the total amount of this Agreement

LAI shall provide to the Board on an annual basis a Certificate of Insurance documenting levels of insurance coverage and Board named as additional-insured.

11. DEFAULT: In the event LAI at any time fails or refuses to perform to the standards that may be reasonably anticipated in rendering the sheltered employment services and/or supports contracted herein, intentionally falsifies information, documents, or invoices submitted to the Board, or causes any other material breach of this Agreement, the Board may send or transmit a written Notice of Default that describes such failure, refusal, falsification, or breach. The Notice of Default will stipulate thirty (30) business days for cure, unless the failure, refusal, falsification, or breach is deemed in the Board's sole discretion to constitute an emergency which requires expedited cure. In the event of such an emergency, the cure period shall be such time, including immediate compliance without delay, as is reasonable in the circumstances considering economic, health, and other risks to the public and to the clients of LAI. If LAI fails to cure to the satisfaction of the Board the failure, refusal, falsification, or breach by the deadline set forth in the Notice of Default, the Board may declare LAI to be in default of this Agreement. Upon the Board's declaration of default, the Board may take all necessary steps and actions as deemed necessary to be within the best interests of the public and the clients of LAI. These steps and actions include, but are not limited to: terminating all further payments to LAI through this Agreement; taking possession of all assets and property owned by the Board, funded by the Board, or in which the Board holds a lien or security interest; and recovering all monies from LAI equal to the amount funded by the Board through this Agreement by any legitimate means necessary.

12. STANDARDS. LAI shall comply with RSMo 178.900 to 178.920, Fair Labor Standards Act, Americans with Disabilities Act, and all other Missouri, Federal, and local laws, certification requirements, and licensing requirements. In addition, LAI is strongly encouraged to seek accreditation by the Commission on Accreditation of Rehabilitation Facilities (CARF) and any national, Missouri, or local accreditation body which provides accreditation for the types of programs and services provided by LAI.

13. CONFLICT OF INTEREST. LAI agrees that no member of its Board of Directors or any of its employees now has, or will in the future, have any conflict of interest between himself or herself and LAI. This shall include any transaction in which LAI is a party, including the subject matter of this Agreement. LAI shall provide the Board with "Conflict of Interest" disclosures and/or statements by each of its Board of Directors members and non-certified employees. "Conflict of Interest," as this term is used herein, shall be defined by Missouri law.

14. OVERPAYMENT. LAI shall reimburse the Board for any overpayments of the amounts listed in Section 2 if a Board review or annual audit reflects an overpayment. In the event LAI is financially unable to reimburse the Board for an overpayment, the Board shall have the option of: withholding the overpaid amount from the next scheduled payment as identified in this Agreement; withholding the overpaid amount from the next scheduled payment as identified in a separate or unrelated agreement; not entering into and executing a future agreement until the overpayment is reimbursed; or taking additional steps or actions to recover the overpaid amount(s).

15. MODIFICATION OR AMENDMENT. In the event either party requests to make any modification or amendment to this Agreement, a request of the proposed modification or amendment must be submitted in writing to the other party's Executive Director no less than thirty (30) calendar days prior to the requested modification or amendment date.

16. NOTICE. Any written notice or communication to the Board shall be emailed, mailed, or delivered to the Board at:

Camden Co. Developmental Disability Resources
P.O. Box 722 (mailed)
100 Third St. (delivered)
Camdenton MO 65020
director@ccddr.org

Any written notice or communication to LAI shall be mailed or delivered to:

Lake Area Industries, Inc.
1720 North Business Route 5 (mailed and delivered)
Camdenton MO 65020
director@lakeareaindustries.org

17. TERM OF AGREEMENT: The term of this Agreement shall be April 1st, 2016, to December 31st, 2016.

This Agreement constitutes the complete understanding of the Parties hereto with respect to the subject matter and may be modified or amended only by a written instrument executed by the Parties.

[Signatures on following page]

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the date set forth above.

CAMDEN COUNTY SENATE BILL 40
BOARD

LAKE AREA INDUSTRIES, INC.

Signature

Signature

Print Name

Print Name

Date

Date



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2016-18

CLC POS CONTRACT APRIL 1ST TO DECEMBER 31ST, 2016 – PERSONAL ASSISTANT, DAY HABILITATION, AND FIRST STEPS IN-HOME

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

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

NOW, THEREFORE, BE IT RESOLVED:

1. That the Camden County Senate Bill 40 Board (dba Camdenton County Developmental Disability Resources), hereafter referred to as the “Board”, acknowledges the current Purchase of Services and/or Supports (POS) Contract for Personal Assistant, Day Habilitation, and First Steps In-Home services and/or supports with Childrens Learning Center, hereafter referred to as CLC, expires on March 31st, 2016, and authorizes the Executive Director to initiate and sign the Purchase of Services and/or Supports (POS) Contract with CLC as identified in Attachment “A” hereto for providing Personal Assistant, Day Habilitation, and First Steps In-Home services and/or supports for eligible Camden County consumers.

2. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

Chairman

Date

Secretary, Vice Chairman, or Treasurer

Date

Attachment “A” to
Resolution 2016-18

PURCHASE OF PERSONAL ASSISTANT, DAY HABILITATION, AND FIRST STEPS IN-HOME SERVICES AND/OR SUPPORTS AGREEMENT

THIS “Purchase of Personal Assistant, Day Habilitation, and First Steps In-Home Services and/or Supports Agreement” (“Agreement”) entered into and effective this ____ day of _____ 20__, by and between Camden County Senate Bill 40 Board, dba Camden County Developmental Disability Resources, a government body organized pursuant to Sections 205.968 through 205.972 of the Revised Statutes of Missouri (“Board”), and Childrens Learning Center (“CLC”), a not for profit Missouri corporation organized and operated under the provisions of Chapter 355 of the Revised Statutes of Missouri.

WHEREAS, the Board, under the provisions of Section 205.970(3) of the Revised Statutes of Missouri is empowered to contract to provide supports for Camden County disabled persons, as defined in Sections 178.900 and 205.968 of the Revised Statutes of Missouri, and for such purposes may expend the tax funds or other funds; and

WHEREAS, CLC provides services and/or supports for Camden County persons with developmental disabilities, as defined in Section 205.968 of the Revised Statutes of Missouri, and has submitted a complete Application for Funds to the Board to render certain services and/or supports along with the expected cost to CLC; and

WHEREAS, the Board has approved the purchase of Personal Assistant, Day Habilitation, and First Steps In-Home services and/or supports from CLC.

NOW THEREFORE, in consideration of the mutual promises, agreements, and covenants herein contained, the Parties hereto agree as follows:

1. SERVICES TO BE PERFORMED: CLC will carry out the activities as set forth in the Application for Fiscal Year (FY) 2016 Board Funds for Personal Assistant, Day Habilitation, and First Steps In-Home services and/or supports for Camden County persons with developmental disabilities. The Board shall purchase the services and/or supports from CLC for the cost of said services and/or supports as provided in Section 2 below.

2. FUNDING: The Board agrees to purchase Personal Assistant services and/or supports from CLC at a cost of \$16.92 per hour per individual requiring one-on-one services and/or supports; Day Habilitation services and/or supports in a group setting for \$6.59 per hour per individual; and First Steps In-Home services and/or supports for \$42.90 per month per individual for providing said services and/or supports to Camden County persons who have been determined to be eligible to receive developmental disability services by the Missouri Department of Mental Health, Division of Developmental Disabilities, according to 9 CSR 45-2.010. On a monthly basis, CLC shall submit an invoice electronically, preferably in Excel format, listing the eligible developmentally disabled persons who were provided Personal Assistant, Day Habilitation, and First Steps In-Home services and/or supports by CLC in the previous calendar month. The invoice shall include the total number of hours each eligible developmentally disabled person

received Personal Assistant and Day Habilitation services and/or supports during the previous calendar month and a listing of each eligible developmentally disabled person receiving First Steps In-Home services and/or supports during the previous calendar month. Board funding for said services and/or supports shall occur after verifying the accuracy of the information contained in the invoice (see Attachment “A” hereto).

3. REPORTING: To ensure compliance with the terms of this Agreement and the referred Application for Funds, CLC agrees to provide reports to the Board on a monthly basis including: written progress reports for each program from each preceding month; a profit and loss statement categorizing each program’s income and expenses for each preceding month; cash flow statement for each preceding month; fiscal year-to-date profit and loss statement categorizing each program’s income and expenses as of the last day of the preceding month; fiscal year-to-date cash flow statement as of the last day of the preceding month; fiscal year-to-date balance sheet as of the last day of the preceding month; a monthly list of Personal Assistant, Day Habilitation, and First Steps In-Home services and/or supports for all eligible Camden County developmentally disabled persons participating in any CLC programs; aged accounts receivable and accounts payable reports as of the last day of the preceding month; copies of invoices for services and materials if so requested by the Board with advance notice; copies of payroll costs and related employee expenses if so requested by the Board with advance notice; and any other reports or documents if so requested by the Board with advance notice. Additional requested copies, documents, or reports shall be considered in advance if submitted in writing by the Board to CLC no later than the 10th day following the Monthly Funding Request.

CLC agrees to immediately report incidents and/or suspicions of client abuse and/or neglect to the governmental body authorized to investigate pursuant to Missouri laws (e.g., RSMo. 210.115; 630.165; 660.255). CLC agrees to timely notify the Board that said incident(s) have been reported to the appropriate governmental body. CLC agrees to authorize the responsible governmental body to notify the Board of any substantiated allegations.

CLC also agrees to notify the Board within ten (10) business days any information, incident, or investigation that relates to the subject matter of this Agreement, or that may impact CLC’s performance of this Agreement or ability to do business.

4. AUDIT REPORT AND IRS FORM 990. CLC agrees to submit to the Board one (1) copy of its completed audit and filed IRS Form 990 within 60 calendar days after completion and filing, respectively. The audit must be completed annually and must be performed by an independent individual or firm licensed by the Missouri State Board of Accountancy in accordance with generally accepted accounting principles. The audit is to include a complete accounting for funds covered by this Agreement, by program, unless an exemption is approved by the Board. Payments may be withheld from CLC if reports or forms designated herein are not submitted in accordance with this Agreement, unless otherwise approved by the Board.

5. MONITORING. CLC agrees to permit the Board, the Executive Director of the Board, or designee, or any individual(s) or agency designated by the Board to monitor, survey, and inspect CLC’s services, activities, programs, and client records, to determine compliance and performance with this Agreement, except as prohibited by laws protecting client confidentiality.

In addition, CLC hereby agrees, upon notice of forty-eight (48) hours, it will make available to the Board or its designee(s) all records, facilities and personnel, for auditing, inspection and interviewing, to determine the status of the services, activities, and programs covered hereunder and all other matters set forth in this Agreement.

6. CONTINUANCE: This Agreement may be continued beyond its term expiration upon the mutual consent of the Parties hereto. Such continuations may be an effected addendum hereto reciting any changes or amendments to this Agreement and bearing the signatures of both Parties.

7. BOARD FUNDING POLICIES: CLC agrees to abide by the Board Funding Policy (see Attachment "B" hereto) and any revisions to said Funding Policy approved by the Board hereafter, which will be provided to CLC. In the event that CLC does not adhere to all of the policies and procedures applicable to this grant as set out in the said Funding Policies, such failure shall constitute an act of default under this Agreement.

8. DISCRIMINATION: CLC agrees that is has adopted policies and practices to ensure that it will not discriminate either in employment or in the provision of services in violation of any applicable Federal, Missouri, County, or Municipal laws.

9. FIDELITY BOND: CLC assures the Board that it has a blanket fidelity bond on all officers, agents, employees, or other persons handling funds to be disbursed under this Agreement, written by a company approved to write fidelity bonds and shall be in an amount equal to or greater than the total annual amount to be disbursed under this Agreement. Said bond shall be effective for a period necessary in time to cover the purpose and intent of the Agreement and it shall fully protect Board funds as disbursed. The Board or its designee(s) shall be furnished a copy of said bond.

10. INDEMNIFICATION: In further consideration of payment made by the Board, CLC hereby agrees to indemnify and hold harmless the Board from any and all actions, causes of action, liabilities, fines, settlements, judgments, losses, or damages alleged or incurred to any individual person, firm, partnership, or corporation as a result of the Agreement. This indemnification will cover all losses and damages incurred by the Board and will include necessary costs and expenses including, but not limited to, attorney fees.

The Board shall be named as an additional insured on all liability insurance policies which cover CLC in administering the programs and services herein funded by the Board. CLC covenants to maintain in full force throughout the term hereof, at all its own cost and expense, insurance acceptable to the Board, insuring CLC as named insured and Board as additional insured (and such other person or persons designated by Board) against liability for injury or death of any person or persons and damage to property in or about the premises. Each such policy shall be issued by an insurer having a minimum Best Rating of B+ and will contain provisions that it cannot be canceled or amended, insofar as it relates to the premises, without at least thirty (30) days prior written notice to Board. The minimum coverages to be maintained are as follows:

Commercial General Liability \$1M per occurrence

\$2M per aggregate

Auto Liability

Bodily Injury, Property \$1M per occurrence

Employer Liability

Workers' Compensation \$500K per incident

Personal Property Replacement Cost

Directors and Officers Liability \$1M

Fidelity Bond equal to or greater than the total amount of this Agreement

CLC shall provide to the Board on an annual basis a Certificate of Insurance documenting levels of insurance coverage and Board named as additional-insured.

11. DEFAULT: In the event CLC at any time fails or refuses to perform to the standards that may be reasonably anticipated in rendering the services and/or supports contracted herein, intentionally falsifies information, documents, or invoices submitted to the Board, or causes any other material breach of this Agreement, the Board may send or transmit a written Notice of Default that describes such failure, refusal, falsification, or breach. The Notice of Default will stipulate thirty (30) business days for cure, unless the failure, refusal, falsification, or breach is deemed in the Board's sole discretion to constitute an emergency which requires expedited cure. In the event of such an emergency, the cure period shall be such time, including immediate compliance without delay, as is reasonable in the circumstances considering economic, health, and other risks to the public and to the clients of CLC. If CLC fails to cure to the satisfaction of the Board the failure, refusal, falsification, or breach by the deadline set forth in the Notice of Default, the Board may declare CLC to be in default of this Agreement. Upon the Board's declaration of default, the Board may take all necessary steps and actions as deemed necessary to be within the best interests of the public and the clients of CLC. These steps and actions include, but are not limited to: terminating all further payments to CLC through this Agreement; taking possession of all assets and property owned by the Board, funded by the Board, or in which the Board holds a lien or security interest; and recovering all monies from CLC equal to the amount funded by the Board through this Agreement by any legitimate means necessary.

12. STANDARDS. CLC will comply with all Missouri, Federal, and local certification and licensing requirements and all applicable Federal, Missouri, and local laws. In addition, CLC is strongly encouraged to seek accreditation by the Commission on Accreditation of Rehabilitation Facilities (CARF) and any national, Missouri, or local accreditation body which provides accreditation for the types of programs and services provided by CLC.

13. CONFLICT OF INTEREST. CLC agrees that no member of its Board of Directors or any of its employees now has, or will in the future, have any conflict of interest between himself or

herself and CLC. This shall include any transaction in which CLC is a party, including the subject matter of this Agreement. CLC shall provide the Board with “Conflict of Interest” disclosures and/or statements by each of its Board of Directors members and employees. “Conflict of Interest,” as this term is used herein, shall be defined by Missouri law.

14. OVERPAYMENT. CLC shall reimburse the Board for any overpayments of the amounts listed in Section 2 if a Board review or annual audit reflects an overpayment. In the event CLC is financially unable to reimburse the Board for an overpayment, the Board shall have the option of: withholding the overpaid amount from the next scheduled payment as identified in this Agreement; withholding the overpaid amount from the next scheduled payment as identified in a separate or unrelated agreement; not entering into and executing a future agreement until the overpayment is reimbursed; or taking additional steps or actions to recover the overpaid amount(s).

15. MODIFICATION OR AMENDMENT. In the event either party requests to make any modification or amendment to this Agreement, a request of the proposed modification or amendment must be submitted in writing to the other party’s Executive Director no less than thirty (30) calendar days prior to the requested modification or amendment date.

16. NOTICE. Any written notice or communication to the Board shall be emailed, mailed, or delivered to the Board at:

Camden Co. Developmental Disability Resources
P.O. Box 722 (mailed)
100 Third St. (delivered)
Camdenton MO 65020
director@ccddr.org

Any written notice or communication to CLC shall be mailed or delivered to:

Children’s Learning Center
88 Third St. (mailed or delivered)
Camdenton MO 65020
susan@clcforkids.org or
robin@clcforkids.org

17. TERM OF AGREEMENT: The term of this Agreement shall be April 1st, 2016, to December 31st, 2016.

This Agreement constitutes the complete understanding of the Parties hereto with respect to the subject matter and may be modified or amended only by a written instrument executed by the Parties.

[Signatures on following page]

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the date set forth above.

CAMDEN COUNTY SENATE BILL 40
BOARD

CHILDRENS LEARNING CENTER

Signature

Signature

Print Name

Print Name

Date

Date



*CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2016-19*

AMENDED TCM OFFICE MANAGER JOB DESCRIPTION

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 Camdenton County Developmental Disability Resources), hereafter referred to as the "Board", hereby acknowledges the need to amend the Targeted Case Management (TCM) Office Manager job description, included as Attachment "A" hereto.
2. That the Board recognizes there was need to amend this job description to remain efficient in its administrative operations and management.
3. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

Chairman

Date

Secretary, Vice Chairman, or Treasurer

Date

Attachment “A”
Resolution 2016-19

Camden County Senate Bill 40 Board
(d/b/a Camden Co. Developmental Disability Resources) Job
Description

Job Title: Targeted Case Management (TCM) Office Manager
Reports To: Compliance Manager
FLSA Status: Non-Exempt
Employment Status: Part-Time or Full-Time
Minimum Hours per Work Week: up to 28 (Part-Time) or 40 (Full-Time)
Minimum Starting Wage: \$14.00 Hourly
Last Reviewed Date: 03/21/2016 Last Revised Date: 03/21/2016

General Description:

The TCM Office Manager reports to the Compliance Manager, works in coordination with the TCM staff, will oversee TCM administrative functions, supervise TCM administrative support personnel, and assist the Compliance Manager and administrative staff with regard to CCDDR human resources, procurement, records, document processing, organizational tracking, organizational scheduling, and other duties as assigned.

Essential Duties & Responsibilities:

- Supervise TCM administrative support personnel
- Assumes the role of an agency Procurement and Human Resources Officer as directed by the Compliance Manager or Executive Director
- Procure and maintain TCM office inventory
- Adhere to all policies and procedures of Camden County Senate Bill 40 Board
- Maintain confidentiality of client records and information
- Provide clerical support to the Targeted Case Management program
- Demonstrate accuracy in regard to bookkeeping abilities and recordkeeping
- Complete and send out information to new and existing clients
- Answer phone and take messages for staff
- Communicate professionally in both writing form and in person
- Maintain a thorough working knowledge of agency's computer systems
- Data input
- Route information to staff as needed
- Mailing of agency documents, correspondence, and routing of mail to staff
- Type correspondence and other documents
- Design and develop new forms and templates as needed
- Assist in gathering data and distributing reports
- Schedule meetings and appointments for Targeted Case Management staff
- Maintain filing system
- Maintain a "tickler" file for the Targeted Case Management staff for follow-up
- Greet visitors to office and direct them as-required
- Transport consumers and staff via company vehicles as necessary
- Scan and digitize records while maintaining accurate electronic and paper file systems
- Complete other duties and assignments as directed

Knowledge, Skills and Abilities:

- Demonstrate responsibility for maintaining the integrity, privacy, and confidentiality of consumer-related and employee-related information; and adherence to statutory regulations, agency policies, and agency procedures pertaining to protected health information

- Knowledge of human service, social service, public service, case management or other related programs
- Strong written and oral communication skills; ability to write clear, structured, and articulate proposals, reports, and other documents
- Knowledge of fundraising information sources and basic fundraising strategies/techniques
- Knowledge of non-profit, quasi-governmental, political subdivision, municipal, or governmental operations and functions

Computer Skills:

- Ability to operate assigned equipment, computer hardware, and computer software

Language Skills:

- Exhibit clear and readily understandable oral and written communication skills, exhibiting knowledge of English usage, spelling, grammar, and composition
- Ability to read, analyze, and interpret policies and procedures, correspondence, grant applications, funding applications, grant guidelines, funding guidelines, and other agency- related journals, periodicals, regulations, etc.
- Ability to effectively facilitate meetings and respond to common inquiries, orally and in writing
- Ability to understand, interpret, and apply instructions, rules, and regulations
- Ability to communicate with others and to assimilate and understand information in a manner consistent with the essential job functions

Math Skills:

- Ability to apply mathematical concepts in budgets
- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to compute rate, ratio, and percent; and to develop and interpret data
- Ability to apply mathematical operations for analysis of data

Reasoning Ability:

- Ability to define complex problems, collect data, establish facts, and draw valid conclusions
- Ability to evaluate and solve problems associated with agency needs and service/resource identification
- Ability to apply common sense understanding to deal with problems
- Ability to function effectively in an office environment that is fast paced and result oriented, which presents multiple demands with frequent interruptions; constantly shifting schedules and priorities; and simultaneous deadlines requiring flexibility, organization, and cooperation

Minimum Requirements:

- Associates Degree from an accredited college or university or HS diploma/GED with a minimum of 2 years experience at providing extensive administrative support in an office environment
- Prior experience and proficiency in MS Word, MS Excel, MS Access, and MS PowerPoint
- Ability to type 45 wpm

NOTE: All applicants given a conditional offer of employment will have their education credentials, experience credentials, and background screenings evaluated and verified

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing this job, the employee is regularly required to use hands and fingers to handle or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 20 pounds over a short distance.

Reasonable accommodations may be made to enable otherwise qualified individuals to perform the essential functions of the job.

I have reviewed this Job Description with my supervisor and agree to assume all of the duties herein.

(Employee Signature)

(Date)

(Supervisor Signature)

(Date)