



August 13th, 2024

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

Open Session Board Meeting

Agenda

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

Tentative Agenda for Open Session Board Meeting on August 13th, 2024, at 6:00 PM

This Board Meeting will be held at:

255 Keystone Industrial Park Drive
Camdenton, MO 65020

Participants can also Join via WebEx/Phone:

<https://camdencountydevelopmentaldisabilityresources.my.webex.com/camdencountydevelopmentaldisabilityresources.my/j.php?MTID=me202f401274926847a89d0e19e493f9d>

To Join by Phone: 1-415-655-0001
Meeting Number (Access Code): 2552 824 1558
Meeting Password: 99982285

Call to Order/Roll Call

Approval of Agenda

Approval of Open Session Board Meeting Minutes for July 9th, 2024

Acknowledgement of Distributed Materials to Board Members

- May Our Saviors Lighthouse Child & Family Development Center (OSL) Reports
- June 2024 I Wonder Y Preschool (IWYP) Monthly Reports
- June 2024 Children's Learning Center (CLC) Monthly Reports
- June 2024 Lake Area Industries (LAI) Monthly Reports
- 2023 Agency Performance Measures Summary
- 2023 Performance Improvement Plan
- 2024 to 2026 Performance and Management Plan
- June 2024 Support Coordination Report
- June 2024 Agency Economic Report
- June 2024 Credit Card Statement
- Resolutions 2024-17 & 2024-18

Speakers/Special Guests/Announcements

- NONE

Monthly Reports

- OSL
- IWYP
- CLC
- LAI

Old Business for Discussion

- NONE

New Business for Discussion

- NONE

CCDDR Reports

- 2023 Agency Performance Measures Summary
- 2023 Performance Improvement Plan
- 2024 to 2026 Performance and Management Plan
- May 2024 Support Coordination Report
- May 2024 Agency Economic Report

June 2024 Credit Card Statements

Discussion & Conclusion of Resolutions

1. Resolution 2024-17: Contract Renewal for Auditing Services
2. Resolution 2024-18: Award for IT Infrastructure Services & Supports

Open Discussions

Public Comment

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

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

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

Adjournment of Open Session

Closed Session Pursuant to Section 610.021 RSMo, subsection (11)

The news media may obtain copies of this notice, and a direct link to the WebEx meeting can be submitted to anyone requesting access by contacting:
Ed Thomas, CCDDR Executive Director
100 Third Street (Physical Address), P.O. Box 722 (Mailing Address), Camdenton, MO 65065
Office: 573-317-9233 Fax: 573-317-9332 Email: director@ccddr.org

July 9th, 2024

Open Session Minutes

CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES

Open Session Minutes of July 9th, 2024

Members Present Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

Members Absent Nancy Hayes, Angela Richardson, Brian Willey

Others Present Ed Thomas, Executive Director

Guests Present Natalie Couch, Patsy Riley, Tammy Flores, Debrah Phillips (LAI)
Tammy Flores (General Public)
Adrienne Anderson (CLC)
Jeanna Booth, Lori Cornwell, Rachel Baskerville (CCDDR)
Wendy Renner (Evers & Company CPAs)

Approval of Agenda

Motion by Laura Martin, second Angela St. Joan to approve the agenda as presented.

AYE: Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

NO: None

ABSTAIN: None

Motion carries.

Approval of Open Session Board Meeting Minutes for June 11th, 2024

Motion by Angela St. Joan, second Ro Witt to approve the Open Session Board Meeting Minutes for June 11th, 2024, as presented.

AYE: Paul DiBello, Laura Martin, Ro Witt, Angela St. Joan

NO: None

ABSTAIN: Kym Jones and Elizabeth Perkins because they were not present
at the June 11th, 2024, meeting.

Motion carries.

Approval of Closed Session Board Meeting Minutes for June 11th, 2024

Motion by Laura Martin, second Ro Witt to approve the Closed Session Board Meeting Minutes for June 11th, 2024, as presented.

AYE: Paul DiBello, Laura Martin, Ro Witt, Angela St. Joan

NO: None

ABSTAIN: Kym Jones and Elizabeth Perkins because they were not present at the June 11th, 2024, meeting.

Motion carries.

Acknowledgement of Distributed Materials to Board Members

- 2022 Final Audit Report
- June 2024 Our Saviors Lighthouse Child & Family Development Center (OSL) Reports
- May 2024 I Wonder Y Preschool (IWYP) Monthly Reports
- May 2024 Children’s Learning Center (CLC) Monthly Reports
- May 2024 Lake Area Industries (LAI) Monthly Reports
- May 2024 Support Coordination Report
- May 2024 Agency Economic Report
- May 2024 Credit Card Statement
- Resolutions 2024-15 & 2024-16

Speakers/Special Guests/Announcements

Wendy Renner, Evers & Company, CPAs LLC – Presentation of 2022 Final Audit Report

The Independent Auditor’s Report says that Evers & Company’s true opinion on the financial statements is that they are presented fairly in all material respects. This is an unmodified or “clean” opinion which is the best opinion you can get. The Board receives communications from the auditors at the beginning of the audit and at the end of the audit. Page 3 of the report talks about the required supplementary information included such as pension information. Supplementary information is included at the very end and consists of the financial statement of revenues and expenses by program.

Page 10 shows the statement of net position or the balance sheet. Compared to the prior year, cash increased by \$90,000 and property tax receivable increased by \$100,000 because there were less tax collections over the prior year. Medicaid services receivable increased by about \$50,000. Deferred inflows of resources there was an increase of \$60,000 of unavailable property taxes and a decrease in inflow related to pensions of about \$60,000. These balance each other out and there was not much change overall from the previous year. The overall net position increased by 12%. The other change was due to leases. There are capital leases for computer equipment. In 2022 there was a new generally accepted accounting principle that was put into place that renamed that capital lease to a note payable. That was just a terminology change.

The profit and loss statement showed that net operating revenue increased by about \$30,000 whereas total operating income or loss decreased by about \$40,000 due to some operating expenses. Property taxes increased about \$60,000 and total change in net position increased by \$40,000.

Page 12 is the statement of cash flows. This is where true cash is spent. Page 15, section K shows the change in terminology for the note payable on the computer equipment. There was an increase in assessed property tax valuation in 2022 which caused the assessed taxes to increase by about \$65,000. Total collection was at 96.7% but was over 100% the prior year so that affected accounts receivable.

The retirement schedule is on page 20. Net pension liability was an asset of \$59. Various pension schedules are also included.

Page 27 shows the statement of revenues and expenses by program. The SB 40 Tax had a net increase of \$89,000 and the Services side decreased by \$51,000 over the prior year.

Paul DiBello asked about the \$250 discrepancy. The discrepancy was found and adjusted.

The significant audit findings letter is communication from the auditors to the Board. There were no true difficulties with the audit except for communication with the Camden County Collector's Office which has been an issue over the last several years.

The management suggestions letter contains the usual suggestions that have been included over the past several years. The organizational structure does limit the ability to have optimal internal controls. This means the Board does have to stay involved by receiving regular financial reports. There is occasionally a missing invoice but those have decreased over the years and will probably eventually go away completely.

Motion by Kym Jones, second Ro Witt to approve and publish the 2022 Audit Report as presented.

AYE: Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

NO: None

ABSTAIN: None

Motion carries.

Monthly Oral Reports

Our Saviors Lighthouse Child & Family Development Center (OSL) Jessica Jensen (Ed Thomas presented Narrative Report)

OSL is currently serving one CCDDR client. They were briefly serving two but ended up losing some staff. OSL's May reports will be published in the August 2024 Board packet.

I Wonder Y Preschool (IWYP)

Wendy Aufdenkamp (Ed Thomas presented Narrative Report)

IWYP is currently serving two CCDDR clients with a prospective third client in the works.

Children's Learning Center (CLC)

Adrienne Anderson (Ed Thomas presented Narrative Report)

The Step Ahead program has 37 children enrolled with 23 out of 37 having special needs or developmental delays. There are 3 one-on-ones attending full time, 4 one-on-ones attending part time, and 13 day hab children with varying schedules. Staff will be attending CPR training in August and other training through the MU Extension during the teacher work week. Parent orientation is coming up as well. During the Independence Day break the lighting was upgraded to all LED lights. This was covered by a grant. The old office desks were also replaced. Curriculum kits are also being purchased for the Step Ahead program.

Lake Area Industries (LAI)

Natalie Couch

LAI has 53 employees, with 51 being CCDDR clients and 2 being DESE certified only. Contract packaging is a little slow right now except for a creamer order. LAI will begin sending completed Keefe orders back on the truck that comes through locally. The Laker work is wrapping up, and there is a lot of

shredding from the Lodge of Four Seasons. Electronics have been sent out for recycling and the hazardous household waste collection container is being moved from Lebanon. Laker is winding down operations and will be closing in Camden.

The Tools of Choice training is complete, and staff truly enjoyed the training. Natalie is also going to the APSE conference and attending an APSE training session.

Offsite crews are still doing great. The Maid Squad crew is working Monday through Wednesday and Camden on the Lake would like a crew to come on Thursdays and Fridays. There is another event coming up at the Missouri Trapshooter's Association. The group at Laurie Care Center has been vital to their day-to-day operations.

LAI received a \$10,000 grant from United Way to purchase a new van. LAI helped with the Poker Run and has also been asked to help with food at the Mini Shootout at Ha Ha Tonka. Employees will have a swim party on August 2nd and the Make-A-Wish rides are coming up on August 22nd. LAI is getting ready to hire another staff person to assist Natalie and act as backup.

Natalie distributed a handout to the Board. LAI is interested in asking for an increase to the purchase of service contract rate. Prevailing wages have increased. LAI wants to be prepared for the elimination of 14(c) and wants to be more competitive when recruiting new non-certified employees. The capital funding agreement has run its course and there are some major repairs needed to the building, such as the roof. The offsite crews are not profitable in their current form with the 1:4 staff ratio, and there is no additional funding for those groups.

Paul DiBello asked if the increase LAI is requesting is about a 34% increase. She responded that yes, it comes out to \$1.32 increase in the current rate. Natalie also said she thought that be approximately a \$65,000 increase over one year.

Angela St. Joan asked if grants or other funding sources have been sought to pay for things such as building repairs. Natalie responded that she has been applying for every grant she can, but it is unusual to find a grant that will cover things like operating expenses. Angela also asked if quotes had been gathered for the roof repairs. Natalie responded that she had received one quote but would be getting competitive bids before any work is done.

Elizabeth Perkins asked how much the offsite work crews cost and what that loss looks like. Natalie responded that she had mostly looked at the labor costs and had not figured in other costs yet. She would have to take a little more time to get those numbers together.

Laura Martin asked what LAI's current reserves look like. Natalie responded that more recent figures show \$1.2 million. The rate increase is not a current need but that could change very quickly, and she wanted to start the conversation now instead of waiting.

Ed Thomas asked how long the offsite crews have been in operation. Natalie responded that the Laurie Care Center group will have been there for 2 years in September. The Forget Me Not group started in March and Maid Squad has been going for 2 months. Ed asked if Natalie would project out the offsite group expenses over the next year once she hires the additional staff and if she can project out anticipated capital improvement expenses over the next 5 years.

Paul DiBello asked if this is something that would be considered for next budget year. Ed said that he is working on the 2025 budget now. Ed asked if Natalie could provide some projections. Projection information would clarify LAI's position. Ed also stated he would not be supportive of or recommend a rate increase for 2025 until the actual impact of some of these changes can be seen.

Angela St. Joan asked what the money LAI has in the bank is being allocated for. Natalie responded that most of the money is tied up in CDs since the interest rates are high. Natalie wants to continue to build

upon the higher interest income. Six months of reserves set aside for expenses for LAI totals \$431,000 so what is in the bank would cover a little over a year's worth of operational expenses.

Ed said that the Board does have a policy against supplanting reserves. The SB 40 Board is also affected by much of the same volatility that LAI is experiencing with rates and other factors. There have been recent property tax reduction measures put into place with many more being introduced each year. There have been discussions about eliminating 14(c) over the last decade; however, actual execution of eliminating 14(c) has never occurred. LAI's pending contract with DMH may add additional revenues as well.

Patsy Riley suggested both agencies work together closely to help each other. She also suggested CCDDR look into starting other programs. Angela St. Joan asked if Patsy had any ideas about what other programs could be contracted or added. Patsy suggested ISLs or Group Homes because Miller County has some. LAI could be the provider in those instances so CCDDR could still provide the case management. This could bring more money into both agencies. She also expressed concerns about the Keystone renovations. Ed explained that CCDDR could not do TCM and direct supports due to the HCBS final rule, which prohibits the conflict in services; therefore, LAI could pursue establishing and operating ISLs or Group Homes through a contract directly with DMH.

Paul said maybe the Board could revisit this at the end of this year if more information and projections are provided. Ed said that he did look at some preliminary numbers and saw that LAI has been able to absorb the losses from creating new programs. This may change with hiring more staff or capital expenses, but LAI still has ample reserves to invest in new programs, which could eventually become profitable, and additional staffing. Ed also stated CCDDR is going to be struggling to maintain its TCM program without a TCM rate increase. The current rate hasn't increased in a decade. Ed explained that right now there is not enough office space for all employees, which is why CCDDR is looking at renovating the Keystone facility. Unless CLC is asked to move, there is currently not enough operational space at the Camdenton office for all CCDDR employees.

Angela St. Joan stated that she was interested in researching programs other SB 40s have started or added. Ed will email out the MACDDS annual report that contains some of that information.

Missouri Association of County Developmental Disabilities Services Ed Thomas

The TCM contract discussions are ongoing. The Governor signed the budget but vetoed the 3.2% increase for day habilitation rates.

Old Business for Discussion

Keystone Renovations (Updates)

Hopefully by August there will be an RFP to look at and approve with all the supporting documents.

New Business for Discussion

RFP 2024-1: Information Technology Infrastructure Services & Supports – Opening Proposals

There were 6 entities at the pre-proposal conference, and one dropped out. This is just the opening of the bids. A vote to approve or not approve will occur at the August Board meeting.

One bid was received from SumnerOne, who is CCDDR's current IT provider. Their bid shows a monthly cost of \$55 per laptop, \$45 per firewall, \$25 per switch, \$25 per wireless access point, with hardware and software installation included in monthly fees if monthly allotted hours are not exceeded.

The cost is \$140 an hour if time exceeds monthly hours. The cost to shred or destroy hard drives is \$20 per hard drive and the cost to reconfigure laptops for new employees is included in the monthly service charge. IT strategy and consulting is included up to 2 hours per month with the cost being \$140 per hour if time exceeds monthly hours. Network support, VoIP, ongoing analysis and recommendations for improvements is included in monthly fees if time does not exceed monthly hours. The cost is \$140 per hour if time exceeds monthly hours. Annual cyber security training is \$897 for 1-25 users for the KnowBe4 training platform. Perform and record quarterly risk assessments is \$560 per quarterly assessment. Quarterly meetings with administrative staff are included in the monthly fees or \$140 per hour if time exceeds monthly hours. Cybersecurity incident mitigation and data restoration is \$225 per hour for incident response.

The big factor is the monthly maintenance cost, which is \$55 per laptop per month. The current cost is \$50 a month. Right now, CCDDR is paying \$1,200 a month for 24 laptops but plan to expand to 25 laptops. Next steps include asking questions and going through an interview process.

CCDDR Reports

May 2024 Support Coordination Report

So far, about \$18,000 has been collected on rebilling. Re-billing bumped the percentage of claims paid vs. billed up to 96.65%. As of May, there were 339 clients and 9 pending intakes. There are currently 340 clients with 9 pending intakes. Medicaid eligibility is at 85.25%. Missouri is not meeting federal requirements, and 72% of Medicaid revalidations are not being completed on time.

May 2024 Agency Economic Report

CCDDR is doing okay on total income. On the SB 40 Tax side, the impact of SB 190 will start being felt next year. Ed will be visiting the county collector's office to get an idea of how many applications have been turned into the assessor's office for a tax freeze. Ed has run initial estimates of a 5-10% reduction in tax revenue if a certain percentage of eligible people apply.

SB 40 Tax income is slightly higher than projected. YTD Services' income is slightly higher than projected although it is close to breaking even. Two new support coordinators have been hired. Overall billing has only been at 80% capacity because of those vacancies. Ed has revised the budget to reflect this moving forward. It will be another 90 days before those support coordinators begin to bill in any significant capacity. Expenses are fluid and connected to income because a lot of the expenses are payroll related.

Laura Martin asked how long it would take CCDDR to run out of reserves. Ed responded that it is hard to project right now with so many variables in effect; however, SB 40 funds are still needed to supplement the TCM program. Funds could be depleted in approximately 5 years, absent a sorely needed TCM rate increase.

Motion by Kym Jones, second Ro Witt to approve all reports as presented.

AYE: Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

NO: None

ABSTAIN: None

Motion carries.

May 2024 Credit Card Statements

No questions and a vote not necessary.

Discussion & Conclusion of Resolutions

1. Resolution 2024-15: Revised Fiscal Year 2024 Budget

Ed revised the 2024 budget and included the details in the Board packet along with a narrative explanation of the revisions. There were no changes to the expense offsets or restricted fund allocations. This did include retroactive pay increases for employees because they did not receive their normal performance-based increases at the beginning of the year. It will be difficult to offer those increases in upcoming years without a TCM rate increase, so that needs to be included now to sustain the current workforce and avoid future employment vacancies.

Motion by Ro Witt, second Kym Jones to approve Resolution 2024-15 as presented.

AYE: Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

NO: None

ABSTAIN: None

Motion carries.

2. Resolution 2024-16: OATS Contract Renewal July 1st, 2024, to June 30th, 2025 – Employment Transportation

This is the OATS contract renewal for transportation to and from LAI. OATS now wants an hourly rate per employee that is not receiving Waiver-paid services. This cost will increase slightly over the fares and operational shortfall methodology that was used in the past. The existing contract expired on June 30th. If a new contract is not approved, it could put 10 employees in a position of not being able to get to work. OATS did not send us the new rate structure and proposed contract until June 10th. This rate change is included in the revised budget.

The risk to trying to negotiate this contract or not sign it is that 10 people need to get to work each day, and LAI cannot lose that much of their workforce. Ed tried to see if the old rate structure could be kept until the end of 2024 to give more time to prepare for the new rate structure but did not receive a response. This has created a significant dilemma.

Motion by Kym Jones, second Ro Witt to approve Resolution 2024-16 as presented.

AYE: Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

NO: None

ABSTAIN: None

Motion carries.

Open Discussion

None

Public Comment

None

Adjournment of Open Session

Motion by Angela St. Joan second Kym Jones to adjourn the Open Session Board meeting.

AYE: Paul DiBello, Kym Jones, Laura Martin, Elizabeth Perkins, Ro Witt,
Angela St. Joan

NO: None

ABSTAIN: None

Motion carries.

The Open Session Board meeting was adjourned.

OSL May Reports

Our Savior Lutheran Church DBA LighthouseCFDC (2)

Profit and Loss

May 2024

	TOTAL
Income	
Services	480.36
Subsidy Payment	1,745.36
Tuition	5,380.00
Total Income	\$7,605.72
GROSS PROFIT	\$7,605.72
Expenses	
Payroll Expenses	
Taxes	851.25
Wages	10,428.26
Total Payroll Expenses	11,279.51
Total Expenses	\$11,279.51
NET OPERATING INCOME	\$ -3,673.79
NET INCOME	\$ -3,673.79

Our Savior Lutheran Church DBA LighthouseCFDC (2)

Profit and Loss
January - May, 2024

	TOTAL
Income	
Donations	200.00
Services	860.05
Subsidy Payment	4,652.99
Tuition	22,788.78
Total Income	\$28,501.82
GROSS PROFIT	\$28,501.82
Expenses	
Payroll Expenses	
Taxes	4,614.74
Wages	54,264.23
Total Payroll Expenses	58,878.97
Total Expenses	\$58,878.97
NET OPERATING INCOME	\$ -30,377.15
NET INCOME	\$ -30,377.15

Our Savior Lutheran Church DBA LighthouseCFDC (2)

Balance Sheet Summary

As of May 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	-228,723.63
Accounts Receivable	12,308.78
Other Current Assets	111,807.87
Total Current Assets	\$ -104,606.98
Fixed Assets	321.96
TOTAL ASSETS	\$ -104,285.02
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	0.00
Other Current Liabilities	50,399.36
Total Current Liabilities	\$50,399.36
Total Liabilities	\$50,399.36
Equity	-154,684.38
TOTAL LIABILITIES AND EQUITY	\$ -104,285.02

Our Savior Lutheran Church DBA LighthouseCFDC (2)

Statement of Cash Flows

May 2024

	TOTAL
OPERATING ACTIVITIES	
Net Income	-3,673.79
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Direct Deposit Payable	-641.84
Payroll Liabilities:Daycare Half Days Employee Discount	340.00
Payroll Liabilities:Federal Taxes (941/944)	1,965.13
Payroll Liabilities:MO Income Tax	196.00
Payroll Liabilities:MO Unemployment Tax	53.50
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	1,912.79
Net cash provided by operating activities	\$ -1,761.00
NET CASH INCREASE FOR PERIOD	\$ -1,761.00
Cash at beginning of period	-116,664.82
CASH AT END OF PERIOD	\$ -118,425.82

Our Savior Lutheran Church DBA LighthouseCFDC (2)

Statement of Cash Flows

January - May, 2024

	TOTAL
OPERATING ACTIVITIES	
Net Income	-30,377.15
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Receivable (A/R)	-10,869.75
Direct Deposit Payable	0.00
Payroll Liabilities:Daycare Half Days Employee Discount	1,130.00
Payroll Liabilities:Federal Taxes (941/944)	-17,861.65
Payroll Liabilities:MO Income Tax	-1,423.00
Payroll Liabilities:MO Unemployment Tax	-444.31
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-29,468.71
Net cash provided by operating activities	\$ -59,845.86
NET CASH INCREASE FOR PERIOD	\$ -59,845.86
Cash at beginning of period	-58,579.96
CASH AT END OF PERIOD	\$ -118,425.82

IWYP June Reports

Narrative:

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

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

19 I Wonder Y Preschoolers

20 Enrolled for Fall 2024

29 WAVE After-School Care (Elementary Age)

25 CamUMC J-Force (Youth- Elementary Age)

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

Currently, two participants qualify for CCDDR assistance for one-on-one care. We offer an avg. of 9 hours of care to these children each day (Monday-Friday).

07/03/2024-07/05/2024: IWY and WAVE will be closed for yearly training and cleaning August 12 - August 19 2024 and August 30 - September 02 for Labor Day.

J Force and Youth meetings are held every week during the school session months and include special outings.

Preschool is offered Monday - Friday 7:00 am - 5:30 pm

All Day School-Age care is offered Monday - Friday 7:30 am - 5:30 pm and 3:00 pm - 5:30 pm

08/20/2024: Preschool Summer Program begins

08/20/2024: After School Care for School-Age Program begins

All children's programs follow Camdenton R-III holiday schedule

CamUMC I Wonder Y Preschool
Cash Flow Statement: June 2024

Inflow:	YTD Jan-June 2024	
Tuitions:	\$ 11293.71	\$ 176419.42
Donations:	\$ 500.00	\$ 5800.00
DESE:	\$ 629.69	\$ 20625.53
CCDDR:	\$ 6887.85	\$ 38144.65
CACFP:	\$ 0.00	\$ 0.0
Total Income:	\$ 19311.25	\$ 240989.60
Outflow:		
Staff Expenses:	\$ 12483.50	\$ 135763.01
Food:	\$ 939.39	\$ 20202.48
Supplies:	\$ 393.55	\$ 9341.92
Misc Expenses: (printer, shared utilities)	\$ 350.00	\$ 5950.00
Training	\$ 0.0	\$ 0.0
Total Expenses:	\$ 14166.44	\$ 179359.40
Total cash in =	\$ 19311.25	\$ 240989.60
Total cash out =	\$ 14166.44	\$ 179359.40
Total profit =	\$ 5144.81	\$ 61630.20
Net liquidity =	\$ 14852.00	\$ 14852.00
Net Assets =	\$ 275439.00	\$ 275439.00
Net liabilities =	\$ 7996.06	\$ 7996.06
Net equity=	\$ 6855.94	\$ 6855.94
Shareholders equity =	\$ 275439.00	\$ 275439.00

CLC June Reports

CHILDREN'S LEARNING CENTER
AGENCY UPDATE/PROGRESS REPORT

July 9, 2024

○ **CHILD COUNT/ATTENDANCE**

The Step Ahead program has 37 children enrolled.

23 out of 37 children enrolled have special needs or developmental delays.

We have 3 one on one children in attendance full time, 4 one on one children part time, & 13 day habilitation children all with varying schedules.

○ **COMMUNITY EVENTS**

Attending:

Staff will attend CPR training August 13th and staff will attend a full day of training from the MU Extension on August 15th during Teacher Work Week.

All families will be required to sign up and attend orientation for the 2024-2025 session.

Current / Upcoming:

○ **GENERAL PROGRAM NEWS**

- CLC is always looking for providers (SLP, OT, PT, SI) to join our First Steps Agency.
- We have had a great Summer Session thus far and have seen a lot of great progress in all of the kiddos while most of them have been with us all day.

○ **GRANTS/FUNDRAISERS**

- Last week while we were closed we had Catalyst Electric come out to repair a few plugs, a doorbell, as well as replace all of the lights at CLC with LED inserts. This was a much needed repair as the ballasts were out in many of the fixtures, and now there is significantly less of a liability of someone climbing a ladder in order to replace bulbs and no expense of light bulb replacement each month.
- We recently replaced the old office desks with one desk for the Assistant Director. The new desk functions much better and we were able to maximize the space using it for the stand for our Vibe smart board for use during trainings, staff meetings, parent meetings, learning activities with students, and more!
- We will be purchasing curriculum kits as well to enhance what we offer our Step Ahead Program.



**SB40/CCDDR
July 2024**

Utilizing June/July 2024 Records

CHILDREN'S LEARNING CENTER

Statement of Activity

January 1 - July 5, 2024

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Revenue					
40000 INCOME					\$0.00
41000 Contributions & Grants					\$0.00
41100 CACFP			10,469.71		\$10,469.71
41200 Camden County SB40	3,237.57		77,855.72		\$81,093.29
41400 United Way Grant			3,500.00		\$3,500.00
41500 Misc. Grant Revenue			26,750.00		\$26,750.00
Total 41000 Contributions & Grants	3,237.57		118,575.43		\$121,813.00
42000 Program Services					\$0.00
42100 First Steps					\$0.00
42130 Natural Environment Mileage	579.87				\$579.87
42150 Physical Therapy	4,431.25				\$4,431.25
42170 Speech/Language Therapy	733.75				\$733.75
Total 42100 First Steps	5,744.87				\$5,744.87
Total 42000 Program Services	5,744.87				\$5,744.87
43000 Tuition					\$0.00
43100 Dining			1,300.00		\$1,300.00
43500 Tuition			18,970.00		\$18,970.00
43505 Subsidy Tuition			6,148.23		\$6,148.23
Total 43500 Tuition			25,118.23		\$25,118.23
Total 43000 Tuition			26,418.23		\$26,418.23
45000 Other Revenue					\$0.00
45200 Fundraising Income		9,572.91			\$9,572.91
45300 Donation Income					\$0.00
45310 Donations		758.27	1,643.84		\$2,402.11
Total 45300 Donation Income		758.27	1,643.84		\$2,402.11
Total 45000 Other Revenue		10,331.18	1,643.84		\$11,975.02
Total 40000 INCOME	8,982.44	10,331.18	146,637.50		\$165,951.12
Uncategorized Revenue		870.09			\$870.09
Total Revenue	\$8,982.44	\$11,201.27	\$146,637.50	\$0.00	\$166,821.21
GROSS PROFIT	\$8,982.44	\$11,201.27	\$146,637.50	\$0.00	\$166,821.21
Expenditures					
50000 EXPENDITURES					\$0.00
51000 Payroll Expenditures					\$0.00
51100 Employee Salaries			189,122.57		\$189,122.57
51200 Background Check			31.10		\$31.10
51400 Employee Retirement		1,080.00			\$1,080.00
51500 Employee Taxes			15,195.19		\$15,195.19
51900 Workermans Comp Insurance		4,245.00			\$4,245.00
Total 51000 Payroll Expenditures		5,325.00	204,348.86		\$209,673.86
52000 Advertising/Promotional		612.29			\$612.29
53000 Equipment		588.99	1,859.96		\$2,448.95
54000 Fundraising/Grants		1,458.85			\$1,458.85

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
55000 Insurance					\$0.00
55200 Commercial General Liability		4,219.00			\$4,219.00
55500 Hired & Non-Owned Auto		63.00			\$63.00
55700 Crime Policy		558.00			\$558.00
Total 55000 Insurance		4,840.00			\$4,840.00
56000 Office Expenditures					\$0.00
56100 Copy Machine		144.83			\$144.83
56200 Miscellaneous		9.95			\$9.95
56300 Office Supplies		260.00			\$260.00
56400 Postage & Delivery		68.00			\$68.00
Total 56000 Office Expenditures		482.78			\$482.78
57000 Office/General Administrative Expenditures		98.38			\$98.38
57160 QuickBooks Payments Fees		1,296.00	21.60		\$1,317.60
57200 Bank Charges		30.76			\$30.76
57400 Child Management Software			175.00		\$175.00
57600 License/Accreditation/Permit Fees			1,500.00		\$1,500.00
57700 Membership/Association Dues		150.00	110.00		\$260.00
57900 Seminars/Training			499.00		\$499.00
Total 57000 Office/General Administrative Expenditures		1,575.14	2,305.60		\$3,880.74
58000 Operating Supplies			37.15		\$37.15
58100 Classroom Consumables			774.75		\$774.75
58150 Center Consumables			47.58		\$47.58
58200 Dining			8,824.70		\$8,824.70
58210 Birthday			29.74		\$29.74
Total 58200 Dining			8,854.44		\$8,854.44
58400 Sanitizing			596.08		\$596.08
Total 58000 Operating Supplies			10,310.00		\$10,310.00
59000 Program Service Fees					\$0.00
59100 First Steps					\$0.00
59130 Natural Environment Mileage	579.87				\$579.87
59150 Physical Therapy	3,928.11				\$3,928.11
59170 Speech/Language Therapy	704.53				\$704.53
Total 59100 First Steps	5,212.51				\$5,212.51
Total 59000 Program Service Fees	5,212.51				\$5,212.51
61000 Repair & Maintenance			40.95		\$40.95
62000 Safety & Security		677.38	355.98		\$1,033.36
63000 Utilities					\$0.00
63100 Electric		2,488.91			\$2,488.91
63200 Internet		463.71			\$463.71
63300 Telephone		899.81			\$899.81
63400 Trash Service			287.77		\$287.77
63500 Water Softener			366.80		\$366.80
Total 63000 Utilities		3,852.43	654.57		\$4,507.00
65000 Other Expenditures		17.50			\$17.50
Total 50000 EXPENDITURES	5,212.51	19,430.36	219,875.92		\$244,518.79
Payroll Expenses					\$0.00
Company Contributions			540.00		\$540.00
Total Payroll Expenses			540.00		\$540.00
Reimbursements			285.68		\$285.68

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Total Expenditures	\$5,212.51	\$19,430.36	\$220,701.60	\$0.00	\$245,344.47
NET OPERATING REVENUE	\$3,769.93	\$ -8,229.09	\$ -74,064.10	\$0.00	\$ -78,523.26
NET REVENUE	\$3,769.93	\$ -8,229.09	\$ -74,064.10	\$0.00	\$ -78,523.26

CHILDREN'S LEARNING CENTER

Statement of Activity

June 2024

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
Revenue					
40000 INCOME					\$0.00
41000 Contributions & Grants					\$0.00
41100 CACFP			4,279.27		\$4,279.27
41200 Camden County SB40	565.29		19,114.90		\$19,680.19
41400 United Way Grant			3,500.00		\$3,500.00
Total 41000 Contributions & Grants	565.29		26,894.17		\$27,459.46
42000 Program Services					\$0.00
42100 First Steps					\$0.00
42130 Natural Environment Mileage	156.74				\$156.74
42150 Physical Therapy	975.00				\$975.00
42170 Speech/Language Therapy	170.00				\$170.00
Total 42100 First Steps	1,301.74				\$1,301.74
Total 42000 Program Services	1,301.74				\$1,301.74
43000 Tuition					\$0.00
43100 Dining			180.00		\$180.00
43500 Tuition			2,710.00		\$2,710.00
43505 Subsidy Tuition			2,203.20		\$2,203.20
Total 43500 Tuition			4,913.20		\$4,913.20
Total 43000 Tuition			5,093.20		\$5,093.20
45000 Other Revenue					\$0.00
45300 Donation Income					\$0.00
45310 Donations		75.00			\$75.00
Total 45300 Donation Income		75.00			\$75.00
Total 45000 Other Revenue		75.00			\$75.00
Total 40000 INCOME	1,867.03	75.00	31,987.37		\$33,929.40
Total Revenue	\$1,867.03	\$75.00	\$31,987.37	\$0.00	\$33,929.40
GROSS PROFIT	\$1,867.03	\$75.00	\$31,987.37	\$0.00	\$33,929.40
Expenditures					
50000 EXPENDITURES					\$0.00
51000 Payroll Expenditures					\$0.00
51100 Employee Salaries			14,496.96		\$14,496.96
51200 Background Check			15.55		\$15.55
51400 Employee Retirement		90.00			\$90.00
51500 Employee Taxes			1,151.69		\$1,151.69
Total 51000 Payroll Expenditures		90.00	15,664.20		\$15,754.20
52000 Advertising/Promotional		20.00			\$20.00
53000 Equipment		588.99	79.99		\$668.98
57000 Office/General Administrative Expenditures		29.26			\$29.26
57160 QuickBooks Payments Fees		225.00	3.60		\$228.60
Total 57000 Office/General Administrative Expenditures		254.26	3.60		\$257.86
58000 Operating Supplies					\$0.00

	FIRST STEPS	GEN & ADMIN	STEP AHEAD	NOT SPECIFIED	TOTAL
58100 Classroom Consumables			151.10		\$151.10
Total 58000 Operating Supplies			151.10		\$151.10
59000 Program Service Fees					\$0.00
59100 First Steps					\$0.00
59130 Natural Environment Mileage	156.74				\$156.74
59150 Physical Therapy	865.62				\$865.62
59170 Speech/Language Therapy	204.53				\$204.53
Total 59100 First Steps	1,226.89				\$1,226.89
Total 59000 Program Service Fees	1,226.89				\$1,226.89
62000 Safety & Security		115.00	15.55		\$130.55
63000 Utilities					\$0.00
63100 Electric		353.17			\$353.17
63200 Internet		79.78			\$79.78
63300 Telephone		149.97			\$149.97
63400 Trash Service			41.11		\$41.11
Total 63000 Utilities		582.92	41.11		\$624.03
Total 50000 EXPENDITURES	1,226.89	1,651.17	15,955.55		\$18,833.61
Payroll Expenses					\$0.00
Company Contributions					\$0.00
Retirement			45.00		\$45.00
Total Company Contributions			45.00		\$45.00
Total Payroll Expenses			45.00		\$45.00
Total Expenditures	\$1,226.89	\$1,651.17	\$16,000.55	\$0.00	\$18,878.61
NET OPERATING REVENUE	\$640.14	\$ -1,576.17	\$15,986.82	\$0.00	\$15,050.79
NET REVENUE	\$640.14	\$ -1,576.17	\$15,986.82	\$0.00	\$15,050.79

CHILDREN'S LEARNING CENTER

Statement of Cash Flows

January 1 - July 5, 2024

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	-78,523.26
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable (A/R)	-18,070.00
Accounts Payable (A/P)	0.00
21000 CBOLO MasterCard -8027	-13.90
21200 Kroger-DS1634 CLC	-814.49
22300 Payroll Liabilities:Federal Taxes (941/944)	524.43
22400 Payroll Liabilities:MO Income Tax	-106.00
22500 Payroll Liabilities:MO Unemployment Tax	42.79
Direct Deposit Payable	-50.00
Payroll Liabilities:Ascensus	1,080.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-17,407.17
Net cash provided by operating activities	\$ -95,930.43
NET CASH INCREASE FOR PERIOD	\$ -95,930.43
Cash at beginning of period	383,764.15
CASH AT END OF PERIOD	\$287,833.72

CHILDREN'S LEARNING CENTER

Statement of Cash Flows

June 2024

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	15,050.79
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable (A/R)	-2,530.00
Accounts Payable (A/P)	-3,760.22
21000 CBOLO MasterCard -8027	1,396.30
22300 Payroll Liabilities:Federal Taxes (941/944)	-2,889.11
22400 Payroll Liabilities:MO Income Tax	-654.00
22500 Payroll Liabilities:MO Unemployment Tax	42.65
Direct Deposit Payable	0.00
Payroll Liabilities:Ascensus	90.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-8,304.38
Net cash provided by operating activities	\$6,746.41
NET CASH INCREASE FOR PERIOD	\$6,746.41
Cash at beginning of period	295,670.14
CASH AT END OF PERIOD	\$302,416.55

CHILDREN'S LEARNING CENTER

Statement of Financial Position

As of July 5, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11000 CBOLO Checking	287,833.72
Total Bank Accounts	\$287,833.72
Accounts Receivable	
Accounts Receivable (A/R)	22,975.00
Total Accounts Receivable	\$22,975.00
Other Current Assets	
14000 Undeposited Funds	0.00
Cash Advance	700.00
Payroll Corrections	-464.47
Prepaid Expenses	7,971.74
Repayment	
Cash Advance Repayment	-1,000.00
Total Repayment	-1,000.00
Total Other Current Assets	\$7,207.27
Total Current Assets	\$318,015.99
TOTAL ASSETS	\$318,015.99
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Credit Cards	
21000 CBOLO MasterCard -8027	956.90
21200 Kroger-DS1634 CLC	0.00
Total Credit Cards	\$956.90
Other Current Liabilities	
22000 Payroll Liabilities	
22100 Anthem	2,191.63
22200 Childcare Tuition	3,141.44
22300 Federal Taxes (941/944)	-5,226.37
22400 MO Income Tax	-2,414.48
22500 MO Unemployment Tax	-757.85
22600 Primevest Financial	448.19
Aflac	8,859.15
Alieria	9,354.60
Ascensus	16,725.00
Globe Life - After Tax	147.81
Globe Life - After Tax Life Insurance Children	157.08
Globe Life Accidental Insurance - Pre-Tax Insurance	903.09

	TOTAL
Globe Life After Tax	113.52
Health Care (United HealthCare)	821.87
US Department of Education	1,115.65
Total 22000 Payroll Liabilities	35,580.33
Direct Deposit Payable	-50.00
Total Other Current Liabilities	\$35,530.33
Total Current Liabilities	\$36,487.23
Total Liabilities	\$36,487.23
Equity	
30000 Opening Balance Equity	13,816.12
Retained Earnings	346,235.90
Net Revenue	-78,523.26
Total Equity	\$281,528.76
TOTAL LIABILITIES AND EQUITY	\$318,015.99

CHILDREN'S LEARNING CENTER

A/P Aging Summary

As of July 5, 2024

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

CHILDREN'S LEARNING CENTER

A/P Aging Summary

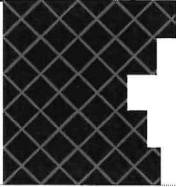
As of June 30, 2024

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

CHILDREN'S LEARNING CENTER

A/R Aging Summary

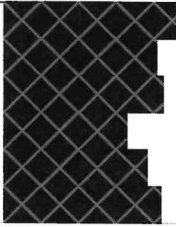
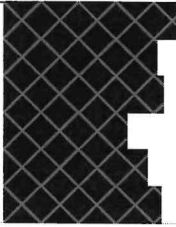
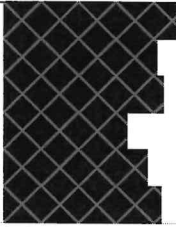
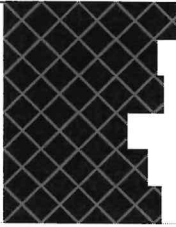
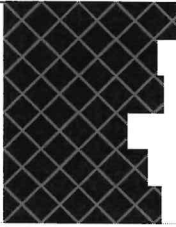
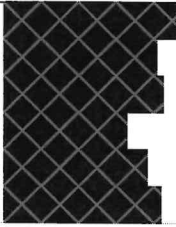
As of July 5, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
		600.00	600.00	600.00	3,600.00	\$5,400.00
	600.00	600.00	600.00	600.00	3,000.00	\$5,400.00
		130.00	130.00	130.00	985.00	\$1,375.00
		600.00	600.00	600.00	3,600.00	\$5,400.00
		600.00	600.00	600.00	3,600.00	\$5,400.00
TOTAL	\$600.00	\$2,530.00	\$2,530.00	\$2,530.00	\$14,785.00	\$22,975.00

CHILDREN'S LEARNING CENTER

A/R Aging Summary

As of June 30, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
		600.00	600.00	600.00	3,000.00	\$4,800.00
		600.00	600.00	600.00	3,000.00	\$4,800.00
		-360.00				\$ -360.00
		130.00	130.00	130.00	855.00	\$1,245.00
		600.00	600.00	600.00	3,000.00	\$4,800.00
		600.00	600.00	600.00	3,000.00	\$4,800.00
TOTAL	\$0.00	\$2,170.00	\$2,530.00	\$2,530.00	\$12,855.00	\$20,085.00

LAI June Reports



Monthly Financial Reports

Lake Area Industries, Inc.

June 30, 2024

Lake Area Industries, Inc.
Balance Sheet Comparison

	As of Jun 30, 2024	As of Jun 30, 2023 (PY)
ASSETS		
Current Assets		
Total Bank Accounts	242,360	188,107
Total Accounts Receivable	55,800	47,521
Other Current Assets		
Certificates of Deposit	940,930	929,884
Community Foundation of the Ozarks Agency Partner Account	1,734	1,670
GIFTED GARDEN CASH	500	500
INVENTORY	9,292	14,726
PETTY CASH	150	150
Undeposited Funds	11,061	0
Total Other Current Assets	963,667	946,930
Total Current Assets	1,261,827	1,182,558
Fixed Assets		
ACCUMULATED DEPRECIATION	(865,452)	(822,116)
AUTO AND TRUCK	215,806	206,267
BUILDING	418,508	399,872
FURN & FIX ORIGINAL VALUE	19,284	19,284
GH RETAIL STORE	16,505	16,505
GREENHOUSE EQUIPMENT	2,870	3,769
LAND	33,324	33,324
LAND IMPROVEMENT	179,952	119,202
MACHINERY & EQUIPMENT	236,730	236,730
OFFICE EQUIPMENT	7,008	8,057
Sewer Equipment	19,354	19,354
SHREDDING EQUIPMENT	45,572	45,572
Total Fixed Assets	329,459	285,819
Other Assets		
CURRENT CAPITAL IMPROVEMENT	45,616	89,964
UTILITY DEPOSITS	554	554
Total Other Assets	46,170	90,518
TOTAL ASSETS	1,637,456	1,558,895
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Total Accounts Payable	4,960	10,163
Total Credit Cards	4,995	1,482
Other Current Liabilities		
ACCRUED WAGES	6,137	7,631
AFLAC DEDUCTIONS PAYABLE	(0)	(0)

Missouri Department of Revenue Payable	43	0
Rock Sales @ 75%	98	91
SALES TAX PAYABLE	4,968	0
Total Other Current Liabilities	11,227	7,722
Total Current Liabilities	21,182	19,366
Total Liabilities	21,182	19,366
Equity		
Opening Balance Equity	0	0
Unrestricted Net Assets	1,529,984	1,338,435
Net Income	86,290	201,094
Total Equity	1,616,274	1,539,529
TOTAL LIABILITIES AND EQUITY	1,637,456	1,558,895

Lake Area Industries, Inc.
Profit and Loss

	Jun 2024	YTD
Income		
CONTRACT PACKAGING	16,000	113,460
DOCUMENT SHREDDING	13,247	37,269
FOAM RECYCLING		5,948
GREENHOUSE SALES	2,020	57,223
OFF-SITE WORK	13,484	63,484
Total Income	44,751	277,383
Cost of Goods Sold		
CONTRACT LABOR	460	6,736
Cost of Goods Sold	880	7,182
GG PLANTS & SUPPLIES		31,287
SHIPPING AND DELIVERY		4,015
WAGES-EMPLOYEES	24,842	140,599
Total Cost of Goods Sold	26,182	189,819
Gross Profit	18,569	87,564
Expenses		
ACCTG. & AUDIT FEES		11,425
ALL OTHER EXPENSES	4,049	13,098
Bus Fare		685
CASH OVER/SHORT	(4)	(4)
EQUIP. PURCHASES & MAINTENANCE	2,204	16,502
INSURANCE	3,130	15,126
MTA Food Counter	1,069	11,929
NON MANUFACTURING SUPPLIES		2,314
PAYROLL	25,664	140,345
PAYROLL EXP & BENEFITS	10,832	58,101
PROFESSIONAL SERVICES	1,862	10,420
UTILITIES	1,430	10,834
Total Expenses	50,235	290,776
Net Operating Income	(31,666)	(203,212)
Other Income		
INTEREST INCOME	680	24,035
MISCELLANEOUS INCOME	1	38
OTHER CONTRIBUTIONS	10,057	17,119
SB-40 REVENUE	15,389	96,607
STATE AID	24,619	151,703
Total Other Income	50,747	289,502
Net Other Income	50,747	289,502
Net Income	19,081	86,290

Lake Area Industries, Inc.
Budget vs. Actuals

	Jun 2024			Total		
	Actual	Budget	over Budget	Actual	Budget	over Budget
Income						
CONTRACT PACKAGING	16,000	15,833	166	113,460	95,000	18,460
DOCUMENT SHREDDING	13,247	3,857	9,390	37,269	23,144	14,125
FOAM RECYCLING		53	(53)	5,948	3,955	1,993
GREENHOUSE SALES	2,020	3,251	(1,232)	57,223	58,897	(1,674)
Total Income	31,266	22,995	8,272	213,899	180,996	32,904
Cost of Goods Sold						
CONTRACT LABOR	460		460	6,736	0	6,736
Cost of Goods Sold	880	0	880	7,182	5,704	1,478
GG PLANTS & SUPPLIES		0	0	31,287	34,055	(2,768)
SHIPPING AND DELIVERY		0	0	4,015	4,601	(587)
WAGES-EMPLOYEES	14,590	19,898	(5,308)	92,742	119,389	(26,647)
Total Cost of Goods Sold	15,930	19,898	(3,968)	141,962	163,750	(21,788)
Gross Profit	15,336	3,097	12,240	71,938	17,246	54,692
Expenses						
ACCTG. & AUDIT FEES		952	(952)	11,425	5,712	5,713
ALL OTHER EXPENSES	3,933	2,805	1,128	12,296	17,970	(5,674)
Bus Fare		192	(192)	685	1,092	(407)
CASH OVER/SHORT	(4)		(4)	(4)	0	(4)
EQUIP. PURCHASES & MAINTENANCE	1,552	2,860	(1,308)	13,937	22,014	(8,077)
INSURANCE	3,130	2,667	464	15,126	16,000	(874)
MTA Food Counter			0	720	0	720
NON MANUFACTURING SUPPLIES		501	(501)	2,195	1,099	1,096
PAYROLL	19,110	19,328	(218)	114,318	115,970	(1,652)
PAYROLL EXP & BENEFITS	10,832	9,024	1,808	58,101	54,141	3,960
PROFESSIONAL SERVICES	1,862	1,583	278	10,420	9,500	920
UTILITIES	1,430	1,770	(340)	10,834	9,364	1,469
Total Expenses	41,844	41,681	163	250,054	252,862	(2,808)
Net Operating Income	(26,508)	(38,584)	12,076	(178,116)	(235,616)	57,500
Other Income						
INTEREST INCOME	680	4,167	(3,487)	24,035	25,000	(965)
MISCELLANEOUS INCOME	1		1	38	0	38
OTHER CONTRIBUTIONS	10,000		10,000	13,854	0	13,854
SB-40 REVENUE	9,039	12,655	(3,616)	64,277	75,929	(11,651)
STATE AID	14,685	17,873	(3,187)	104,462	107,236	(2,775)
Total Other Income	34,405	34,694	(289)	206,665	208,165	(1,499)
Other Expenses						
ALLOCATION NON OPERATING EXPENSES	(7,765)		(7,765)	(48,483)	0	(48,483)
Total Other Expenses	(7,765)	0	(7,765)	(48,483)	0	(48,483)
Net Other Income	42,170	34,694	7,476	255,148	208,165	46,983
Net Income	15,662	(3,890)	19,552	77,032	(27,451)	104,483

Lake Area Industries, Inc.
Statement of Cash Flows
January - June, 2024

	Total
OPERATING ACTIVITIES	
Net Income	86,290
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	5,109
Certificates of Deposit:2024 01.06 CD OakStar - 4.05%	26,558
Certificates of Deposit:2024 01.08 CD- Heritage - 4.184%	257,905
Certificates of Deposit:2024 05.01 CD Edward Jones - 5.3%	74,996
Certificates of Deposit:2025 02.13 CD Heritage - 5.35%	(239,375)
Certificates of Deposit:2026 05.08 CD Edward Jones - 5.0%	(75,000)
INVENTORY:GG PLANT & SUPPLIES INVEN	45
INVENTORY:RAW MATERIAL INVENTORY	2,858
Accounts Payable	269
CBOLO CC - 5044 Natalie	1,615
CBOLO CC - 9051 Lillie	708
Eagle Stop Gas Cards	427
Sam's Club Mastercard- 2148	(50)
AFLAC DEDUCTIONS PAYABLE	(0)
Gift Certificate Payable	(180)
Missouri Department of Revenue Payable	43
SALES TAX PAYABLE	4,968
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	60,897
Net cash provided by operating activities	147,188
INVESTING ACTIVITIES	
CURRENT CAPITAL IMPROVEMENT	(44,567)
Net cash provided by investing activities	(44,567)
FINANCING ACTIVITIES	
Opening Balance Equity	0
Net cash provided by financing activities	0
Net cash increase for period	102,621
Cash at beginning of period	150,800
Cash at end of period	253,421

Lake Area Industries, Inc.
Statement of Cash Flows
June 2024

	Total
OPERATING ACTIVITIES	
Net Income	19,081
Adjustments to reconcile Net Income to Net Cash provided by operations:	
ACCOUNTS RECEIVABLE	22,129
INVENTORY:RAW MATERIAL INVENTORY	(2,089)
Accounts Payable	(131)
CBOLO CC - 5044 Natalie	2,320
CBOLO CC - 9051 Lillie	(49)
Eagle Stop Gas Cards	(124)
Sam's Club Mastercard- 2148	279
AFLAC DEDUCTIONS PAYABLE	(0)
Gift Certificate Payable	59
Missouri Department of Revenue Payable	0
SALES TAX PAYABLE	269
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	22,664
Net cash provided by operating activities	41,744
INVESTING ACTIVITIES	
CURRENT CAPITAL IMPROVEMENT	(24,531)
Net cash provided by investing activities	(24,531)
Net cash increase for period	17,213
Cash at beginning of period	236,207
Cash at end of period	253,421

Lake Area Industries, Inc.
A/R Aging Summary
As of June 30, 2024

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$ 45,386	\$ 8,888	\$ 243	\$ 360	\$ 923	\$ 55,800

Lake Area Industries, Inc.
A/P Aging Summary
As of June 30, 2024

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
TOTAL	\$ 1,604	\$ 3,356	\$ 0	\$ 0	\$ 0	\$ 4,960

**2023 Agency
Performance Measures
Summary**

2023 Agency Performance Measures

	Description	1st Qtr 2023	2nd Qtr 2023	3rd Qtr 2023	4th Qtr 2023	YTD	Agency YTD Goal	Goal Met?
Agency Performance	Monthly Reports Completed on Time	96.9%	94.5%	98.4%	100.0%	97.4%	95%	Yes
	Quarterly Reports Completed on Time	98.9%	97.3%	99.2%	100.0%	98.9%	95%	Yes
	New Clients Contacted by Their SC within 5 Business Days of Eligibility Determination	92.9%	100.0%	100.0%	100.0%	97.8%	100%	No
	New Clients' ISP Meeting is Held within 30 Days of Eligibility Determination	92.9%	100.0%	100.0%	100.0%	97.8%	100%	No
	ISPs Sent to RSRO 21 Days Prior to Implementation	62.7%	55.1%	54.3%	51.9%	55.8%	95%	No
	Annual ISP Completed by Effective Date	95.5%	94.9%	84.3%	75.3%	87.3%	95%	No
	ISPs Submitted Through QA Process Passed	65.0%	76.3%	53.7%	71.0%	66.0%	70%	No
Agency Average SC Billable Time vs. Time Worked	64.3%	58.0%	60.6%	75.4%	63.7%	80%	No	
Client Surveys	Response Rates for Client/Guardian Satisfaction Surveys	52.2%	43.6%	31.0%	28.6%	38.7%	30%	Yes
	My SC Made a Difference in My Life	94.3%	76.5%	73.0%	72.7%	80.5%	80%	Yes
	I Received Information About Exploitation, Personal Protection, and Risk Reduction	85.7%	94.1%	64.0%	86.4%	84.1%	100%	No
	My SC was Available When Needed	94.3%	94.1%	73.0%	95.5%	90.3%	90%	Yes
	My SC Saw Me Frequently Enough	91.4%	94.1%	73.0%	86.4%	87.6%	90%	No
	I am Satisfied with Services Provided by My SC & CCDDR Staff	94.3%	88.2%	91.0%	100.0%	92.9%	90%	Yes
Review	I Contributed to the Development of My ISP	100.0%	94.1%	91.0%	77.3%	92.0%	100%	No
	CCDDR will Review Policies, Plans, Manuals, etc. Annually	25.0%	50.0%	75.0%	100.0%	100.0%	100%	Yes

2023 Performance Improvement Plan



Performance Improvement Plan

FY 2023

Assessments, Analysis, Outcomes, and Action Steps

Clients/Clients' Families

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

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

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

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

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

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

Employees

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

To remain competitive with other similar employers, improve employee retention, and improve applicant attraction, CCDDR increased the Support Coordinator's minimum starting wage in 2022. The Support Coordination team's base wage pool was also increased by a collective average of 13% to mitigate wage compression. Support Coordination team supervisors and other specific Support Coordination support staff also received a collective average 4% increase in pay. Although CCDDR still experienced a high Support Coordination turnover rate in 2023, the increase in new Support Coordinator starting pay has attracted more qualified applicants.

Agency Outcome Measurements, Performance Indicators, and Performance Improvement Plans

2023 Summary

	Measurement Number	Description	1st Qtr 2023	2nd Qtr 2023	3rd Qtr 2023	4th Qtr 2023	YTD	Agency YTD Goal	Goal Met?
Agency Performance	1	Monthly Reports Completed on Time	96.9%	94.5%	98.4%	100.0%	97.4%	95%	Yes
	2	Quarterly Reports Completed on Time	98.9%	97.3%	99.2%	100.0%	98.9%	95%	Yes
	3	New Clients Contacted by Their SC within 5 Business Days of Eligibility Determination	92.9%	100.0%	100.0%	100.0%	97.8%	100%	No
	4	New Clients' ISP Meeting is Held within 30 Days of Eligibility Determination	92.9%	100.0%	100.0%	100.0%	97.8%	100%	No
	5	ISPs Sent to RSR0 21 Days Prior to Implementation	62.7%	55.1%	54.3%	51.9%	55.8%	95%	No
	6	Annual ISP Completed by Effective Date	95.5%	94.9%	84.3%	75.3%	87.3%	95%	No
	7	ISPs Submitted Through QA Process Passed	65.0%	76.3%	53.7%	71.0%	66.0%	70%	No
	8	Agency Average SC Billable Time vs. Time Worked	64.3%	58.0%	60.6%	75.4%	63.7%	80%	No
Client Surveys	9	Response Rates for Client/Guardian Satisfaction Surveys	52.2%	43.6%	31.0%	28.6%	38.7%	30%	Yes
	10	My SC Made a Difference in My Life	94.3%	76.5%	73.0%	72.7%	80.5%	80%	Yes
	11	I Received Information About Exploitation, Personal Protection, and Risk Reduction	85.7%	94.1%	64.0%	86.4%	84.1%	100%	No
	12	My SC was Available When Needed	94.3%	94.1%	73.0%	95.5%	90.3%	90%	Yes
	13	My SC Saw Me Frequently Enough	91.4%	94.1%	73.0%	86.4%	87.6%	90%	No
	14	I am Satisfied with Services Provided by My SC & CCDDR Staff	94.3%	88.2%	91.0%	100.0%	92.9%	90%	Yes
	15	I Contributed to the Development of My ISP	100.0%	94.1%	91.0%	77.3%	92.0%	100%	No
Review	16	CCDDR will Review Policies, Plans, Manuals, etc. Annually	25.0%	50.0%	75.0%	100.0%	100.0%	100%	Yes

The Client/Guardian satisfaction survey response rate (Measurement number 9) for 2023 was 38.7%, which is a 13.2% increase compared to 2022. Annual survey response rates had consistently dropped from each previous year. CCDDR has taken measures to increase the response rates by reaching out to clients/guardians to ensure they realize how important the surveys are for CCDDR service expectations and management. The increase in survey response rates reflect CCDDR's efforts.

Measurement numbers 10 to 15 are based on responses from client/guardian surveys. Extra attention has been paid to ensure these outcomes improve and/or remain steady. Because the survey responses can be influenced by many factors outside of CCDDR's control, CCDDR management believes there are currently no areas of immediate concern. Opinions, attitudes, emotions, recollections, and environmental influences are good examples of potential factors that would influence people's responses. Please note that Support Coordinators ensure signatures are obtained at initial (new client) and annual Individual Support Plan (ISP) meetings acknowledging the receipt of information on abuse, neglect, and exploitation (Measurement number 11). Please also note that many clients and client families recognized the high turnover rate in Support Coordinators; however, there were no grievances filed. Although there were some frustrations expressed in conversations with management, clients and client families recognized and acknowledged that CCDDR has been subjected to the same current state of the workforce as other social service agencies and employers.

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

- Enhanced employment postings on Indeed.com, which includes paid access to the most qualified applicants
- Realignment of leadership and the quality assurance structure as well as enhanced training for Support Coordinators
- Where needed, individual staff performance improvement plans were implemented and documented with timelines, expectations, and remedies clearly identified
- Improved management auditing protocol was implemented, including more frequent log note, quality process, time management, and data/database integrity reviews
- Improved tools for supervisors to monitor Support Coordinator activity and timeline objectives

For Measurement numbers 1 to 8, any change of 5% or more is considered "significant". In 2023, Measurement numbers 1 and 2 held steady (met stated goal with little change) compared to 2022, while Measurement numbers 3 and 4 saw minimal decreases. CCDDR saw only a slight improvement for Measurement number 7 compared to 2022, but there were significant decreases in Measurements 5 (9.1%), 6 (7.1%), and 8 (8.6%). These decreases were anticipated given the increase in Support Coordinator vacancies during the first half of 2023 and the training hours needed throughout the year.

The performance improvement plan progress is reviewed by the Executive Director no less than quarterly and additional standards to improve overall agency performance are reviewed and adopted as needed. CCDDR's management team reviews and discusses Performance Measures no less than quarterly, but usually monthly, to ensure remedies are followed through and objectives are being met accordingly. Staff support, staff training, and additional resources are being provided on a continual basis to ensure individual performance improvement plans are implemented successfully.

While many factors affecting overall TCM service performance measures are within CCDDR's control, there are also many factors which are outside CCDDR's ability to control. CCDDR relies heavily on communications with and the cooperation of clients/guardians and providers to meet its TCM service reporting deadlines and obligations. It is often difficult to complete necessary tasks if clients/guardians and/or providers are not responsive. In 2020 and 2021, stringent COVID-19 pandemic protocols did make it challenging in many instances for Support Coordinators to share documents and communicate with clients, clients' families, guardians, and providers. The protocols required a heavy reliance on internet-based document sharing and communications, which were often difficult for clients, clients' families, guardians, and providers to access due to limited resources, restrictive service options, and constrained service availability. In 2022, COVID-19 restrictions started to ease, and support monitoring began to shift back towards pre-pandemic protocols. In 2023, CCDDR resumed full pre-pandemic protocols and support monitoring. The unintended and unexpected benefit is that many clients, clients' families, guardians, and providers are now more familiar with and more comfortable using internet-based document sharing and communications because of the informational sharing and support monitoring protocols implemented throughout COVID-19 pandemic.

CCDDR currently remains financially stable. The agency has been able to accommodate significant wage increases for TCM program staff and has been able to maintain competitive compensation and benefits packages. The salary study conducted in 2022 shows CCDDR is well-situated compared to other agencies of similar size providing the same or similar services. Recent workforce challenges and the rapidly rising costs of living will likely require CCDDR to continually commit more resources to employee recruitment and retention strategies. Operational support funding, service provider contracts, and CCDDR-sponsored program funding have also remained stable; however, it is very likely CCDDR's financial resources will become more strained. There are concerns that continued efforts by lawmakers to reduce or eliminate various components of real property and/or personal property taxes will reduce SB 40 tax revenues needed to sustain local support services and programs. It has also been nine years since there was an increase in the TCM fee-for-service rate. If SB 40 tax revenues are reduced and there is no significant increase in the TCM fee-for-service rate in the immediate future, other sources of revenue may need to be sought to offset the rising costs of TCM program operations.

Management Plans – Progress Reports

Accessibility Plan Progress Report Period: FY 2023

Facility Needs:

CCDDR's Camdenton office has an accessible entrance through the main lobby; however, the employee only entrance on the side of the building does not have an accessible sidewalk leading to the door. In 2023, plans were being discussed to construct an accessible sidewalk to the employee only entrance; however, completion of this project will be postponed until after the Keystone renovation and office relocation projects are completed. The Osage Beach office was vacated on September 29th, 2023, and the Camdenton office is currently occupying the maximum capacity of employees. The Request for Proposals for Architectural and Construction Administrative Services for the Keystone commercial building renovations was awarded to Columbia Associates in December 2022, and the contract with Columbia Associates began in January 2023. Concept designs were submitted in July 2023, and the Board of Directors chose the best concept based on budgetary restrictions. The renovations will include multiple accessible entrances and parking spaces upon project completion.

Community Needs:

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

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

In February 2023, CCDDR was awarded a subgrant from UMKC-IHD through the CDC preventative health care grant to create a mobility coordination program. Three employees received Mobility Management training through the National Center for Mobility Management (NCMM), and CCDDR’s Mobility Coordination Initiative was created in December 2023. Also in December 2023, CCDDR received a NCMM Community Mobility Design Challenge grant and began working on potential solution concepts to improve and increase transportation options in communities. The NCMM grant activities are scheduled to conclude in April 2024. The Community Mobility Design Challenge grant is the first of three stages of grants possible in the NCMM grant series. If approved to move forward, CCDDR could also receive pilot program grant of up to \$75,000 to launch its final solution concept.

CCDDR’s research during the CDC/UMHC-IHD grant and NCMM grant activities reaffirmed the need for CCDDR to continue focusing on developing/increasing competitive integrated employment opportunities, transportation service opportunities, access to affordable housing opportunities, support service availability/utilization, community education programs, and community collaborations/partnerships in the future. CCDDR management continues to actively work towards expanding its community engagement activities to remove barriers and increase opportunities for CCDDR clients, which is identified in CCDDR’s 2023 to 2025 Strategic.

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

Risk Management Plan Progress Report Period: FY 2023

Overview

Below is a general overview of the reporting period:

- Monetary damages/losses: \$0
- Employee At-Fault Vehicle Accidents: 0
- Potential damages/near-misses: 0
- Workers Compensation Claims: 0
- Infractions Resulting in Involuntary Termination: 2
- Governmental investigations: 0
- Legal action taken against Board/agency: 0

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

Proactive Measures Taken

CCDDR maintains its building/premise/asset/content insurance coverages for the Camdenton and Keystone properties and maintained its renter's insurance for the Osage Beach office up to September 30th, 2023, when CCDDR vacated the office. CCDDR maintains its coverages to protect against the loss of or damages to property/assets. All other general liability, professional liability, cyber liability, Workers Compensation, and Directors and Officers insurance coverages are also maintained to protect the Board, staff, clients, and public against loss due to injury and other incidents. CCDDR maintains its fidelity coverage to ensure complete coverage of annual revenues received and controlled by the Board of Directors, which includes administrative employees and Board members. CCDDR maintains its motor vehicle coverage to include employees' use of vehicles not owned by CCDDR while conducting CCDDR business (non-owned vehicle coverage – CCDDR does not currently have any owned vehicles). This provides additional protection in the event an employee has an at-fault accident when driving while conducting CCDDR business. CCDDR utilizes the services of an insurance broker group, Assured Partners, to continually review changes in the laws and insurance guidelines so CCDDR maintains appropriate coverage and risk mitigation. Assured Partners reviews CCDDR insurance-related matters and its operational activities on a continuous basis to ensure appropriate coverages are in place.

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

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

Technology Plan Progress Report Period – FY 2023

CCDDR has purchased additional laptop computers in the event an employee-assigned laptop becomes inoperable. There are no stationary computers currently utilized. All laptops connect to a docking station in the offices and are

easily disconnected so they can be used remotely. Multifunction devices (printer/scanner/fax) are available at each employee workstation, which can also be relocated and used remotely if necessary, and mobile Internet “hot spots” are available so employees can use remotely in locations where Internet connectivity is unavailable or challenging. Employees “check-out” these hot spots and return them to the office when no longer needed. Currently, CCDDR has six “hot spots”.

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

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

CCDDR currently utilizes SumnerOne to be its information technology manager and consultant. SumnerOne continually modernizes CCDDR’s technology solutions and provides CCDDR with its hardware and software necessary to maintain efficient operations, excluding QuickBooks, SETWorks, and certain building-related Internet connectivity (Internet service, network cabling, etc.) that are procured separately and have their own maintenance and back-up system protocols and services. SumnerOne is also responsible for systems security, updates, and ongoing maintenance, which can predominantly be done remotely if the devices are connected to the Internet. Although SumnerOne has not fulfilled what CCDDR has perceived to be SumnerOne’s contractual obligation to provide cyber security training, CCDDR provided cyber security training through its cyber security insurance carrier. All employees completed the cyber security training during the last quarter of 2023, and new employees will complete the training after their hire date. The current contract with SumnerOne expires in 2024. Ongoing cyber security training will be specifically identified in any new I.T. management contract.

In August 2023, an employee reported a suspected “intrusion” on the employee’s CCDDR-issued laptop. The employee followed the appropriate protocol by disconnecting from the internet, shutting off the laptop, and immediately reporting the suspected intrusion. SumnerOne investigated the suspected intrusion and confirmed there were no CCDDR files or data affected or compromised. SumnerOne fixed the laptop immediately. There were no other intrusions or suspected cyber security incidents in 2023. A Cyber Security Incident Response Plan is being developed and will be introduced to the Board of Directors for adoption in 2024. The proposed plan puts in writing what is already implemented as best practice at CCDDR.

CCDDR continually updates and improves its website so that it is more “attractive”, user-friendly, and ADA compliant. CCDDR utilizes a website designer/developer/manager for its website. CCDDR also continues to maintain a Facebook page and plans on expanding its community outreach efforts to other social media platforms in hopes of promoting programs, events, and public awareness. Progress is expected to continue beyond 2023.

CCDDR's records are now predominantly stored in digital format and digitally transferrable. Only required paper copies will be kept in storage, and client information is expected to be communicated digitally as much as possible and practical. As with all technology-based systems, components become outdated and replaced with newer, more efficient systems. CCDDR will continue to consult with its I.T. management contractor to ensure outdated components and technology are updated appropriately. CCDDR will continually upgrade its systems as necessary and practical.

Cultural Competency and Diversity Plan Progress Report Period: FY 2023

CCDDR's objectives are:

Goal: Ensure each Support/Service Plan and assessment used clearly spells out accurate cultural information and any needs or areas to be addressed.

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

Timeframe: For each individual, completion of their assessments and Support/Service Plan narrative/goals are implemented out of the Annual Plan Conference. Success will be noted upon both guardian and/or individual approval of the final Support/Service Plan.

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

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

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

Timeframe: Review each year.

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

Goal: Provide web-based or in-person employee training sessions on cultural competency upon employment with CCDDR.

Action: New employees will receive the training after their initial start date, and ongoing training to all employees may be administered if deemed necessary.

Timeframe: Documentation for each new employee training will be recorded in the new employee's personnel training file showing they have completed the training session on cultural competency. Cultural

competency training materials will be reviewed annually for relevance and updated as deemed necessary. If training materials are updated, training to all employees will be readministered, and employees' personnel training files will reflect the ongoing training.

Progress: CCDDR has identified a training module within Relias, and all employees received the training at a team meeting in July 2023. New employees have and will continue to receive training as well within the first 30 days after being hired.

Agency Disaster and Pandemic Plan Progress Report Period: FY 2023

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

2023-2025 Strategic Plan Goals Progress Report Period: FY 2023

Service Delivery and Community Engagement

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

- Community employment opportunities
- Affordable housing opportunities
- Recreation, leisure, and other community inclusion activities
- Family and community support and education
- Transportation
- Children direct support services
- Adult direct support services

Community Employment Opportunities

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

Progress

CCDDR has successfully facilitated the increase in the number of employment support providers in the past, providing more choices to CCDDR clients and expanding competitive integrated employment support opportunities. Through collaborations with Vocational Rehabilitation (VR) and other employment support providers, CCDDR provides a vast network of resources to ensure its clients can seek and obtain competitive integrated employment. Many of the employment support providers have established working relationships and job placement programs with local employers. CCDDR also participates in the annual Transition Fair, which is held at State Fair Community College, and

regularly engages with local employers through VR projects, various school-sponsored employment programs, civic organization meetings, and community engagement activities. However, continued lack of transportation options and many clients'/families' perception that they will lose benefits has stymied progress towards increasing competitive integrated employment and efforts to expand employment support services. CCDDR does have two employees who are trained to provide benefits analysis and will be training another employee in 2024. CCDDR also trained select employees on mobility management practices in 2023 as well as established a new volunteer driver program in partnership with New Growth Transit (NGT), which is scheduled to launch in Camden County in 2024.

Goal Met in 2023: No, but making significant progress

Affordable Housing Opportunities

- CCDDR will continue to seek collaborations with community stakeholders to provide a healthy inventory of safe, decent, sanitary, accessible, and affordable housing from which individuals can choose; and continue to assist with individuals' transition to independence within the community
- CCDDR will continue to seek additional funding sources to support and sustain efforts to establish permanent housing for clients and their families and will continue to educate the community on how important permanent housing is in community inclusion and participation

Progress

CCDDR suspended its Housing Voucher Program (HVP) at the end of 2022. The lack of affordable housing options; an ongoing need to develop new, accessible, and affordable housing options in the area; and increases in costs associated with other local legacy support programs/services funded through the SB 40 tax funding required a CCDDR to suspend its HVP indefinitely. The SB 40 tax funding has not been able to sustain growth to offset recent inflationary factors affecting costs for legacy programs. CCDDR will continue to assist clients needing temporary, transitional housing assistance through its Transitional Housing Program to prevent homelessness, when possible, practical, and affordable. CCDDR has a strong relationship with the Lake Area Community Development Corporation (LACDC) and continues to collaborate with the LACDC to explore opportunities for new affordable, accessible, Universal Design Concept-based housing units. Efforts to provide access to affordable, accessible housing opportunities have increased due to the current affordable, accessible housing crisis in the Lake of the Ozarks region. Current housing costs have increased significantly and will present challenges to securing affordable, accessible housing in 2023 and beyond. Through CCDDR's partnership with the LACDC, one CCDDR client was able to purchase a home through the United States Department of Agriculture home purchase assistance program. Other USDA programs are currently utilized by the LACDC, and those programs show great promise in assisting CCDDR clients in obtaining affordable, accessible Universal Design Concept-based housing. The LACDC is also working towards the creation of a Participating Jurisdiction (PJ) Consortium. CCDDR is spearheading the PJ Consortium creation efforts. A PJ Consortium will guarantee HOME Investment Partnership Program (HOME) funds will be allocated to the PJ Consortium annually. HOME funded housing units are specifically designated to assist low- and very low-income individuals and families.

Goal Met in 2023: No, but making significant progress

Recreation, Leisure, and Other Community Inclusion Activities

- CCDDR will seek sponsorship and/or co-sponsorship in recreational and leisure activities for its clients to promote and enhance community inclusion
- CCDDR will partner with other non-profit agencies, community businesses, schools, and direct support providers in order for its clients to participate in scheduled community activities

Progress

CCDDR has secured reservations/attendance and procured transportation services to transport clients to and from community activities in the past, including regional car racing events, advocacy meetings, carnivals, educational seminars, community-sponsored park activities/events, and many other local recreation and leisure activities.

However, a sluggish recovery from the COVID-19 pandemic and lack of transportation options have reduced participation at in-person community activities, and access to virtual events have been limited for various reasons, including limited access to broadband services/technology resources. In 2023, CCDDR secured a sub grant through the Centers for Disease Control and Prevention (CDC) via the University of Missouri Kansas City – Institute for Human Development (UMKC-IHD) to create a mobility coordination program. The grant paid for mobility management training, and CCDDR will be launching its Mobility Coordination Initiative in January 2024. In partnership with NGT, CCDDR also helped to successfully establish a new volunteer driver program in Camden County. NGT offers the volunteer driver program free of charge to anyone who needs a ride to and from destinations. This program is scheduled to start in 2024 and promises to be beneficial to CCDDR clients.

Goal Met in 2023: No, but making significant progress

Family and Community Support and Education

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

Progress

CCDDR continually reviews and modifies its resource systems and networks. CCDDR also continually seeks out community resources and establishes collaborations with local agencies and businesses through a comprehensive network. Recently conducted needs assessments have identified various deficiencies in available community resources. CCDDR has historically sponsored education opportunities pertaining to CCDDR-sponsored programs as well as community-wide symposiums and conference opportunities. In 2023, CCDDR solidified and prominently established its Community Resource Coordination Department (CRC). The goal of CCDDR’s CRC is community resource development and to provide assistive services to CCDDR clients that would normally not be available through Medicaid or other traditional programs. CCDDR has been able to continue to build a strong foundation of community partners and has provided clients, guardians, and their families with additional resources and networking opportunities. CCDDR was able to allocate time and resources normally reserved for other activities to strengthen CCDDR’s research and communications by establishing relationships through less than traditional methods. For example, CCDDR has partnered with NGT to establish a volunteer driver program in Camden County set to launch in 2024 and has partnered with the LACDC to establish additional affordable housing program opportunities.

Goal Met in 2023: Yes

Transportation

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

Progress

Currently, CCDDR directly contracts with OATS to provide transportation services to and from the sheltered workshop for its clients. CCDDR had to suspend funding for the Tri-County Deviated Route service in 2023 due to increasing transit operational costs, increasing costs for providers to provide services in other legacy programs

funded by CCDDR, and stagnated CCDDR SB 40 tax fund revenues. CCDDR received a grant from the National Center for Mobility Management (NCMM) to develop potential solution concepts for addressing community transportation barriers in December 2023. The NCMM Community Mobility Design Challenge grant is one of three grants that can provide transportation development opportunities and eventually fund up to \$75,000 for the implementation of a pilot program. The NCMM Community Mobility Design Challenge grant will be completed in April 2024. Should CCDDR be selected to move forward to the next grant, activities for the next grant will begin in the summer of 2024. CCDDR also secured a sub grant through the CDC via the UMKC-IHD to create a mobility coordination program. The grant paid for mobility management training, and CCDDR will be launching its Mobility Coordination Initiative in January 2024. Additionally, CCDDR also successfully established a new volunteer driver program in Camden County in partnership with NGT. NGT offers the volunteer driver program free of charge to anyone who needs a ride to and from destinations. This program is scheduled to start in 2024 and promises to be beneficial to CCDDR clients.

Goal Met in 2023: No, but making significant progress

Children Direct Support Services

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

Progress

CCDDR was able to establish new and/or renew existing partnerships/collaborations to secure additional children's support service options. These new partnerships/collaborations led to CCDDR Purchase of Services and/or Supports Agreements with local children's support providers, and these partnerships/collaborations will be ongoing in 2024. One partnering/collaborating children's support provider was able to expand its services by successfully increasing its service capacity in 2023. That service provider is currently trying to locate and/or establish additional space to accommodate more CCDDR clients. In 2023, CCDDR also received inquiries from other local children's support providers for establishing Purchase of Services and/or Supports Agreements with CCDDR.

Goal Met in 2023: Yes

Adult Direct Support Services

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

Progress

There is currently a direct support professional hiring and retention crisis in Missouri as well as nationwide, which has only been escalating in recent years. Missouri's approved support provider service rates have not been adequate to sustain staffing levels needed to keep up with the current demand for services for existing clients, let alone expand into other needed service areas or provide services for new clients. Support providers compete with other industries to attract and retain a sustainable work force. Other industries, such as retail and fast-food, are increasing their minimum starting wages to levels reducing support providers' ability to compete. This issue has been compounded by the annual increases in the state's minimum wage and inflationary factors. In State Fiscal Year 2023, most direct support provider service rates were increased to a level to sustain \$15/hour wages for direct support professionals, which has alleviated some hiring and retention issues; however, the direct support professional hiring and retention crisis continues due to ongoing inflationary factors and current workforce demands and expectations. Additional rate increases are still sorely needed. CCDDR's budgetary constraints do not allow CCDDR to provide enough additional funding for local support providers who need supplemental revenues to fill vacant positions and/or expand services.

Goal Met in 2023: No

Administrative

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

Objectives:

- Human Resources
- Community Resource Development

Human Resources

- CCDDR will develop a stable, highly qualified, and motivated workforce that actively delivers the organization's mission.
- CCDDR will improve its capacity to attract and retain qualified staff
- All staff will thoroughly understand the meaning of the mission and how their job contributes to achieving it
- CCDDR's professional development program will continue to strengthen and expand administrative, supervisory, support coordination, and new program development capacity
- CCDDR's community resource program will continue to strengthen and expand community partnerships and its clients' social capital

Progress

Employees have been provided modern and necessary tools to assist in client development, client independence, and client choice as well as to increase employee efficiency, effectiveness, and productivity. CCDDR has been able to continue to build a stronger foundation of community partnerships. CCDDR was able to use time and resources normally reserved for face-to-face collaborations to strengthen CCDDR's research and communications by establishing relationships through less than traditional methods, which was an unanticipated positive side effect of the COVID-19 pandemic.

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

CCDDR increased the Support Coordinator's minimum starting wage and the Support Coordination team's base wage pool in 2022 due to inflationary factors and to enhance employee retention and attraction. Wage compression was avoided, and the existing Support Coordination team's base wage pool increased by a collective average of 13%. Support Coordination team supervisors and other specific support staff also received an average 4% increase in pay. The overall effect temporarily slowed down the Support Coordination team's turnover rate in 2022, and the increase in new Support Coordinator starting pay attracted more applicants. However, CCDDR still experienced a higher-than-usual turnover rate in 2023 and continues to explore other options to increase stability and retention. CCDDR is researching the possibility of reducing Support Coordinators' work week from 40 to 34.5 hours per week while maintaining their current annual gross wages, but implementing this idea could only be accomplished once reasonable retention stability is achieved.

CCDDR has adopted and continues to use an objective and subjective performance-based evaluation system as well as annual cost of living increases based on the Consumer Price Index. Employees can be rewarded for their hard work, meeting Medicaid assurances, and meeting CCDDR's performance goals. Training opportunities have been expanded and employees are encouraged to participate in educational and training webinars when available. A statewide benefits analysis and review was submitted to CCDDR in 2022 by the Missouri Association of County Developmental Disabilities Services (MACDDS), and CCDDR determined its benefit package was either better than or equal to other similar agencies and programs participating in the analysis and review. However, CCDDR has exhausted its financial capabilities to provide increases in starting pay and avoiding wage compression issues from those increases in starting pay. The state legislature has not approved a TCM rate increase in a decade; therefore, it is inevitable that wages will become stagnant. CCDDR continues to partner with MACDDS to advocate for TCM rate increases.

Goal Met in 2023: No

Community Resource Development

- CCDDR's community resource program will continue to strengthen and expand community partnerships and its clients' social capital
- CCDDR staff and Board members will actively engage in civic, professional, and other non-profit organization activities, meetings, and functions
- CCDDR will use strategic communication to promote community partnerships and new program development
- CCDDR will utilize public service announcements, social media, Web site developments, and community engagement activities to educate the community and promote participation or support for new programs
- CCDDR will expand its presence to include local, statewide, and nationwide participation in stakeholder conversations, new program initiatives, regulatory guidance, and service delivery methods
- CCDDR will increase the number of community partners who are involved in all activities
- CCDDR will expand its awareness and community partnership development program, which will include education, training, response, and recognition
- CCDDR will continue to partner with community agencies, businesses, and individuals, which will enhance existing services and supports and help create new services and supports

Progress

CCDDR employees and Board members have been and continue to remain actively involved in community activities and civic organizations. Employees continue to be participants in various local civic organizations', local not-for-profit agencies', local advocacy organizations', and other similar statewide organizations' activities and collaborations. CCDDR has been able to continue to build a stronger foundation of community partnerships. CCDDR was able to use time and resources normally reserved for other activities to strengthen CCDDR's research and communications by establishing relationships through less than traditional methods. CCDDR has received grants that have expanded its community partnerships and community resource development opportunities and will continue to seek out other grants and funding opportunities to further expand other community partnerships and community resource development opportunities.

Goal Met in 2023: Yes

2024 to 2026 Performance Measurement and Management Plan



Performance Measurement and Management Plan

2024 to 2026

Our Mission

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

Our Core Values

1. We believe that our community thrives when all individuals become capable of participating in the spectrum of community life.
2. We respect and promote the recognition of individual dignity and self-worth.
3. We promote accountability to taxpayers with respect to the prudent use of tax funds and accountability to clients and families with regard to effectiveness and quality of services funded and/or provided.
4. We promote the concept of individual self-determination in planning and implementing services.
5. We recognize the value and synergy of partnering with affiliated agencies in working to better the lives of persons with developmental disabilities.

Our Objectives

Camden County Developmental Disability Resources (CCDDR) has a contract with the Missouri Department of Mental Health, Division of Developmental Disabilities (DMH), to provide Targeted Case Management (TCM) Services to the Medicaid-eligible residents of Camden County and also provides TCM services for those who are not Medicaid-eligible. CCDDR is seeking accreditation in Service (a.k.a. Support) Coordination.

CCDDR’s objectives for TCM services are to:

- Ensure all individuals with developmental disabilities living in Camden County have the opportunity to experience support coordination
- Offer the same support coordination service to every eligible applicant; regardless of age, race, financial/Medicaid status or any other affiliation
- Encourage each individual served to seek and experience self-determination
- Encourage community membership through employment, volunteerism, spiritual or recreational pursuits, and other community inclusive activities.
- Participate with each individual served in an assessment process that results in person-centered planning
- Assist each individual to achieve personal goals through the procurement of services and providers, educational opportunities, and any other resource available; including, but not limited to, SSI, SSA, Medicaid and other government-based benefit programs.

Accountability, Quality Assurance, and Technology

Supervisory personnel accumulate and monitor performance-based data. The Compliance Manager monitors training and screenings for employees. All data is maintained in each individual employee’s file and summarized on an Excel spreadsheet. Additional and ongoing training is provided on a regular basis and is usually conducted at periodic (usually quarterly) staff meetings and/or at other predetermined venues.

The Executive Director, TCM management team (TCM Director, TCM Supervisors, TCM Team Leaders, and TCM Training Coordinator), Quality Assurance (QA) and Intake Coordinator, TCM Office Manager, and Compliance Manager (aka “QA team”) monitor compliance with DMH directives and other TCM contract requirements regarding the creation,

implementation, and monitoring of the Individual Support Plans via monthly, quarterly, and annual quality assurance protocols and processes established by CCDDR. QA tracking and other checklists are completed and kept for internal monthly, quarterly, and annual analysis by the QA team. The client database is monitored weekly for an accurate client count, biweekly for case note and billing accuracy, monthly for monitoring reports, and no less than annually for demographic accuracy. This database also provides reports utilized to tabulate data on the outcome measurements and other agency expectations established by CCDDR to track efficiency, productivity, effectiveness, client satisfaction, and service access. Some raw data is entered into the database by each Support Coordinator as part of the annual planning process, and other elements are entered into the database by support personnel when new clients are found eligible, have their first planning meeting, and are assigned to a support coordinator. Other events are also entered by the support personnel, including (but not limited to) plan submission dates to appropriate parties involved, client assessment dates, survey submission and responses, discharge dates, and transfer dates. Finally, there are elements downloaded daily, weekly, and/or monthly from the DMH client database management system, such as Medicaid eligibility status, diagnosis, and other annual Medicaid compliant assessments.

CCDDR utilizes a web-based (aka “cloud-based”), custom client data management system. The TCM database (currently SetWorks) used by CCDDR is an adaptation of a commercially produced data management system, and, once the data is entered, offers a wide range of applications, reports and information regarding the clients served by CCDDR. CCDDR continues to work closely with the software management company to improve and enhance reports collecting and tabulating data for the established outcome measurements, other defined agency expectations, and all other pertinent client data, including case notes. This program also allows CCDDR to directly bill Mo Healthnet as well as records other pertinent data related to TCM services provided to clients who are not Medicaid eligible, and it regularly syncs with specific elements of the DMH client database management system (currently CIMOR) to ensure internal data matches DMH’s information.

Reliability is demonstrated by controlling parameters in which data can be entered. Not all users can change or enter all data in CCDDR’s database or in DMH’s client database management system (CCDDR is responsible for entering some information into DMH’s database). The use of drop-down lists and menus in CCDDR’s database causes data to be consistent. Data reports can be requested per a variety of filters in both databases and results can be checked by comparing reports to raw data. Regular downloads from the DMH client management system ensures that data is consistent between the two agencies. The QA team verifies and/or audits data on a monthly, quarterly, and/or annual basis before it is deemed accurate and formally adopted.

Financial data is recorded using online QuickBooks software via accounting staff. CCDDR uses the accrual method of accounting, and its fiscal accounting period is based on a calendar year (January 1st to December 31st). Invoices are coded and imputed as they are received, and journal entries are recorded and imputed to correctly reflect CCDDR’s accounting principles. Financial reports are provided monthly to the Board of Directors and published publicly as well. Financial reporting shows categorical comparisons to each budgeted line item. CCDDR’s objective is to remain within overall budgeted guidelines; however, CCDDR policy allows flexibility between financial categories to accommodate changing circumstances. CCDDR contracts with a Certified Public Accounting and Auditing agency to perform annual audits of its financials. Budget development is the responsibility of the Executive Director and the Budget Appropriations Committee of the Board of Directors. Budgets are presented in the fourth quarter of each year for the upcoming year, then adjusted accordingly to the identified and developing circumstances during the first half of its fiscal year. For example, the TCM rate, TCM payment allocation (based on the applicable approved fiscal year Missouri budget parameters), and other provisions in the TCM contract with DMH are reviewed annually. The contract period as of the date of this Plan’s adoption is July 1, 2022, to June 30, 2025, and a subsequent contract period (currently being

negotiated with DMH) will very likely be July 1, 2025, to June 30, 2028. The TCM payment allocation dictates payment for TCM services, and adjustments can impact actual TCM billings and collections, which will precipitate budget adjustments. In addition, agencies depending on grants from the Senate Bill 40 Board may also present unexpected operational shortfall and precipitate additional funding requests to maintain operations and supports provided to CCDDR clients, which also affect CCDDR's budgeted allocations.

CCDDR resource allocation and expenditures for direct agency contracted supports are based on a fee for service structure and recorded in Purchase of Services and/or Supports (POS) Agreements (aka "contracts"). CCDDR works with the contracted support providers to establish a rate for providing services and supports to individuals with developmental disabilities attending or participating in specifically identified programs. These rates are then paid based on a defined unit of service or support provided. Base rates for ongoing annual contracts were established in 2015, which were based on comparisons to established DMH-approved Waiver rates for similar services. When justifiable and feasible, adjustments are made to the rates predicated on changes to the contracted agency's costs associated with providing the services or supports, which can include inflationary adjustments, increased costs associated with regulatory changes, and other economic factors. Invoices are submitted (typically monthly) to CCDDR along with other required documentation to ensure services and supports are being provided as agreed and CCDDR expenditures are accountable. All POS Agreements allow CCDDR to perform audits and request additional supporting information or documentation if needed before payment is rendered, which ensures CCDDR's fiduciary responsibility to the Camden County taxpayers is preserved.

Community Assessments, Analysis, Outcomes, and Action Steps

CCDDR uses a variety of methods to gather information and data related to its clients and families served. Each department uses methods that are best suited to the purpose and function of that department. Needs assessments and client surveys are performed periodically to gauge the desires and/or needs of CCDDR clients as well as follow-up assessments and surveys based on topical analysis from initial assessments and surveys. These assessments and surveys may be completed formally or informally in controlled groups, via agency-wide distributions (all clients/families/guardians), or in community-specific settings, depending on the circumstances or issues identified. Agency-wide assessments are typically performed every five years, and topics are generated based on follow-up from previous analysis, newly identified service gaps/barriers, and/or contemporaneous concerns, needs, deficiencies, or issues being identified within community, professional, and/or regulatory realms. Over the past five years, CCDDR has focused on developing/increasing competitive integrated employment opportunities, transportation service opportunities, access to affordable housing opportunities, support service availability/utilization, community education programs, and community collaborations/partnerships. CCDDR recently conducted client needs assessments, Community Health Inclusion Index assessments, and other surveys. The results predicated CCDDR's focus on community engagement activities and were the basis of CCDDR's 2023 to 2025 Strategic Plan. The results reaffirmed the need for CCDDR to continue focusing on developing/increasing competitive integrated employment opportunities, transportation service opportunities, access to affordable housing opportunities, support service availability/utilization, community education programs, and community collaborations/partnerships.

Agency Outcome Measurements and Performance Indicators

CCDDR continues to use a survey to evaluate Support Coordinator effectiveness. This survey is sent to the client/guardian when the annual Individual Support Plan is finalized. The goal is to have a 30% response rate for client/guardian feedback. Survey responses are compiled and categorized once received, and they are entered in the CCDDR database. Answers are tabulated to determine the percentage of responses to the survey categories specifically

identified in the outcome measurements and compared to the established goals. Reports are completed and provided to staff and the Board of Directors periodically throughout the year and are based on the quarterly months of each calendar year (January to March, April to June, July to September, and October to December). The outcome measurements and agency goals for Support Coordinator effectiveness are:

1. Clients report their Support Coordinator made a difference in their lives. The goal is 80%.
2. Clients report they received information about abuse, neglect, exploitation, personal protection, and risk reduction. The goal is 100%.
3. Clients/Guardians report their Support Coordinator is available when needed. The goal is 90%.
4. Clients/Guardians report their Support Coordinator sees them frequently enough. The goal is 90%.
5. Clients/Guardians report they are satisfied with the services provided by their Support Coordinator and agency staff. The goal is 90%.
6. Clients report they contributed to the development of their Individual Support Plan. The goal is 100%.

CCDDR continues to monitor and report agency efficiency and productivity goals. Specific TCM functions completed are entered into CCDDR's database and categorized. Actual performance data is compared to the established goals and shared with staff and the Board of Directors periodically throughout the year and are also based on the quarterly months of each calendar year (January to March, April to June, July to September, and October to December). The agency efficiency and productivity categories and measurement goals are:

1. The amount of time new clients will be contacted by their Support Coordinator will be within 5 business days of their eligibility determination. The goal is 100%.
2. The amount of time the initial Individual Support Plan meeting is held will be within 30 days of eligibility date. The goal is 100%.
3. All annual Individual Support Plans will be completed and submitted no less than 21 days prior to the annual implementation date. The goal is 95%.
4. Quarterly Reports will be completed by the end of the calendar month following the applicable quarter. The goal is 95%.
5. CCDDR will review its policies, procedures, plans, and other agency governance materials on an annual basis. The goal is 100%.
6. Monthly Reports will be completed by the end of the calendar month following the month being reported. The goal is 95%.
7. Support Coordinator completion of CCDDR clients' annual and modified Individual Support Plans (ISP) submitted through CCDDR's internal QA process will be approved and not sent back to the Support Coordinator for corrections, revisions, or clarifications. The goal is 70%.
8. Support Coordinators' time spent will be billable time as much as possible. The goal is 80%.
9. All annual Individual Support Plans will be completed and submitted prior to the annual implementation date. The goal is 95%.

Client/Guardian survey questions and categories, as well as agency productivity and efficiency categories and their respective goals, are modified periodically to ensure CCDDR services remain optimized based on contemporaneous stakeholder expectations and changes to regulatory compliance, including those identified in the DMH TCM contract and/or DMH regulations/guidelines. These measures are continuously monitored to ensure client/guardian input, client/guardian needs, client/guardian expectations, client/guardian satisfaction, agency productivity/efficiency, and agency compliance are recognized and recorded appropriately.

Management Plans

CCDDR adopts various management plans for documenting and assessing overall operational and service goals and improvements, and ongoing management plans are formally adopted by the Board of Directors. Progress updates are provided to staff and the Board of Directors on a regular basis, usually through verbal discussions, reviews, and updates in regularly scheduled meetings. Management plans are modified as needed and formally reviewed by the Administrative Team annually to ensure measures and expectations are recognized and to identify contemporaneous expectations for applicable operations, including governance and regulatory changes. The following management plans are ongoing and modified as needed:

- Accessibility Plan
- Agency Disaster and Pandemic Plan
- Cultural Competency and Diversity Plan
- Risk Management Plan
- Technology Plan
- Strategic Plan (Three-Year)

Additional management plans may be created and adopted at any time, depending on the circumstances, topics, issues, concerns, funding requirements, and/or desired achievements as identified. Some management plans may be temporary in nature and will specify a short-term desire and goal, which may or may not be memorialized in a formal written document. These types of management plans are usually targeted plans for immediate situations or are for a singular purpose identified within or a subsection of an ongoing management plan.

Bylaws, Policies, Manuals, Handbooks, Program Guidelines, and Agency Procedures

CCDDR's Bylaws, which are only modified as needed and approved by the Board of Directors, establish the agency's purpose, structure, and rules for organizational management. Policies and manuals reflect the official guidance for operations and services and are also formally reviewed and approved by the Board of Directors. Guidelines for CCDDR programs are initially reviewed and approved by the Board of Directors; however, program guidelines can be and are modified periodically by management to ensure program effectiveness, efficiency, and productivity. Procedures are derived from policies, manuals, handbooks, and program guidelines to ensure their effective execution and reflect best practices in management. Procedures are approved and enacted by management as needed; however, procedures do not change the purpose, premise, or meaning of any policy, manual, handbook, or program guideline.

Performance Improvement Plans

CCDDR utilizes the Administrative Team or specific subgroups thereof to review agency operations, analysis, assessments, and procedures. The Administrative Team usually includes the Executive Director, Compliance Manager, TCM Director, and Community Programs and Relations Manager; however, additional CCDDR staff may be included as needed. The Administrative Team meets periodically (usually quarterly) or as needed to review all operational activities and related governance documents, which can (and usually do) also prompt periodic department-specific staff meetings. The Administrative Team or specific subgroups thereof make recommendations for changes to policies, manuals, handbooks, program guidelines, and procedures. The Executive Director updates the Board of Directors regularly at monthly Board of Director's meetings, including presenting any applicable regulatory document changes needing Board

discussion, consideration, and approval. All assessments are ongoing and performance improvement plans are developed as needed to improve agency service delivery, effectiveness, quality, and efficiency. The entire Administrative Team meeting minutes are recorded and stored for future reference and to document all discussions.

Meetings are held with all agency staff on a regular basis (usually quarterly) or as needed. Ongoing agency governance changes, changes to regulatory guidelines, operational changes, training updates, and specific staff or departmental assignments are discussed and presented. Agency trend reports are also discussed to identify and/or address targeted training needs, deficiencies, improvements, and goals. Staff meetings are utilized for informational sharing and brainstorming as well. CCDDR all-staff meetings (aka "team meetings") provide the opportunity to solicit valuable insight and input from all agency staff to identify and/or address any potential changes to client and/or agency environments. These sessions improve CCDDR services to its clients as well as improve agency effectiveness, efficiency, and productivity. Specific client issues and concerns can also be discussed in team meetings so that ideas and resolutions can be solicited from all team members. Each employee brings a unique perspective to any given situation, and those perspectives are often put into action. Special guests and third-party agency representatives are sometimes also invited to participate in all-staff meetings to provide presentations or updates on issues and/or topics affecting CCDDR's operations, compliance, and clients' services. CCDDR team meeting minutes are recorded and stored for future reference and to document all discussions.

Individual staff meetings and discussions are also held on a regular basis (no less than annually) or as needed. Individual staff meetings and discussions may also be held daily, weekly, monthly, or quarterly, depending on individual performance plans or issues arising contemporaneously. These meetings are used to identify strengths and/or deficiencies in individual performance and to affirm performance expectations. Deficiencies identified can be succeeded by additional training as needed, and performance and/or supportive measures can be explained and/or implemented by management. Individual staff input is also solicited to establish a basis for performance analysis and to address any individual staff needs or expectations for successful implementation of individual staff performance plans. Individual staff performance plans will be documented if individual staff performance deficiencies are identified as critical to the individual staff's or agency's ongoing success.

Support Coordination Report

June 2024

Client Caseloads

- Number of Caseloads as of June 30th, 2024: 340
- Budgeted Number of Caseloads: 335
- Pending Number of New Intakes: 9
- Medicaid Eligibility: 85.00%

Caseload Counts

Emily Breckenridge – 46

Daniel Burrows – 38

Elizabeth Chambers – 33

Robyne Gerstner – 34

Angela Graves – 31

Ryan Johnson – 20

Christina Mitchell – 36

Treslyn Pollreisz – 33

Patricia Strouse – 34

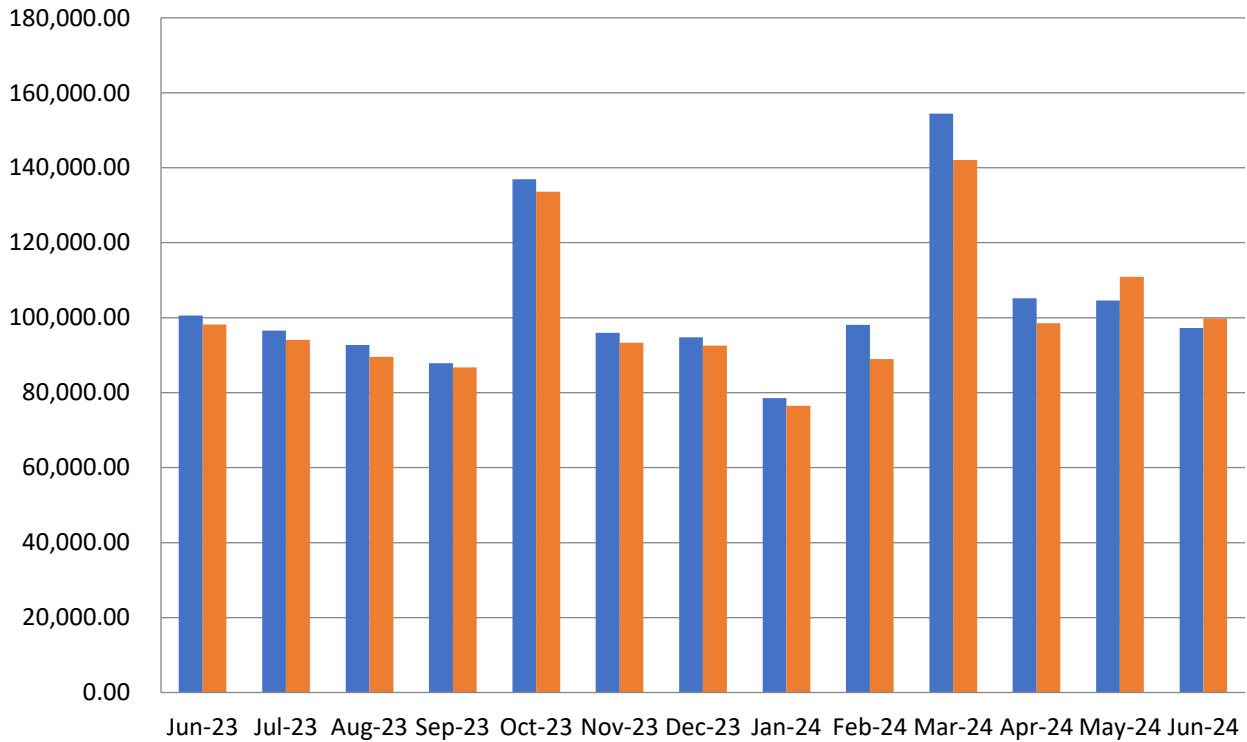
Mery Viebrock – 35

Agency Economic
Report
(Unaudited)

June 2024

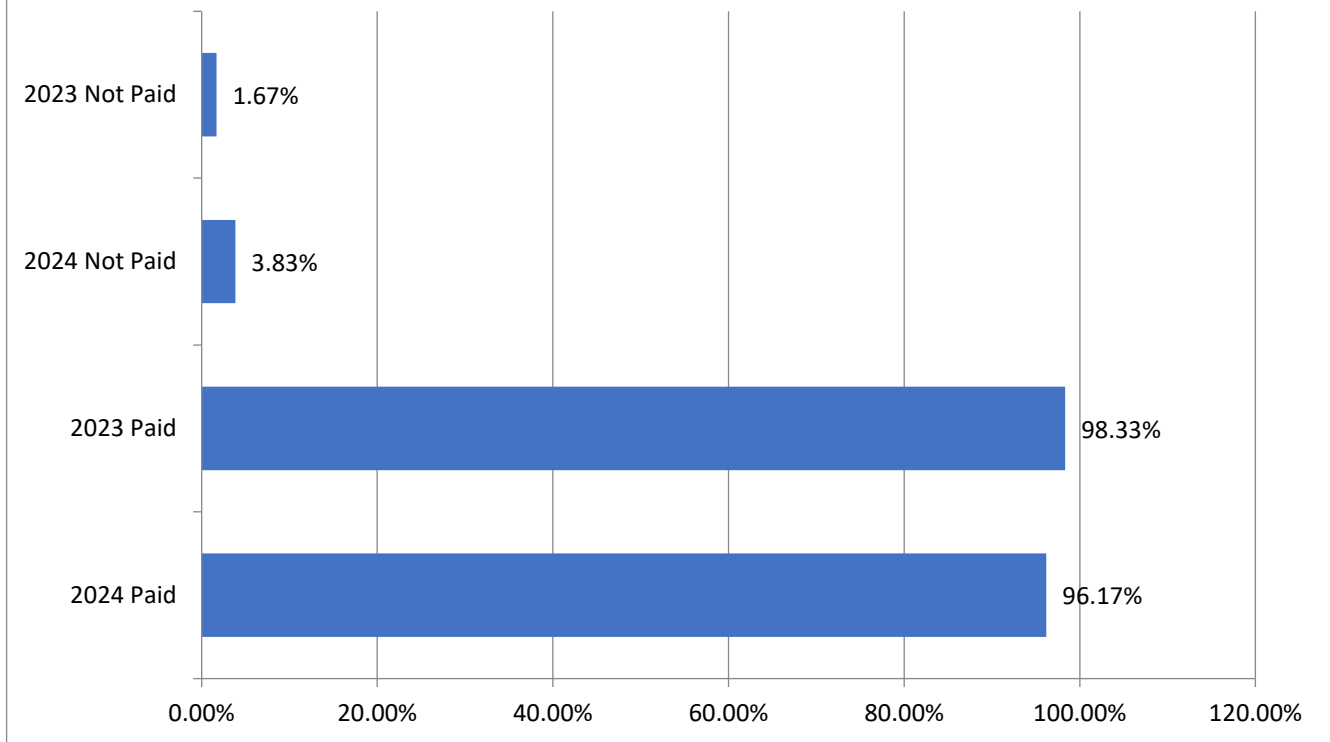
Medicaid Targeted Case Management Income

TCM Billed vs TCM Payment Received



	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Total Payable Billed	100,586.88	96,569.28	92,689.92	87,834.24	136,987.20	95,929.92	94,728.96	78,589.44	98,124.48	154,431.36	105,166.08	104,621.76	97,208.64
Total Payment Received	98,228.16	94,098.24	89,596.80	86,736.96	133,583.04	93,355.20	92,517.12	76,481.28	88,957.44	142,076.16	98,565.12	110,894.40	99,792.00

2024 vs 2023 Percentage Comparison Medicaid Billed vs Medicaid Paid



Budget vs. Actuals: June 2024

	SB 40 Tax			Services		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	10,753	9,445	1,308			0
4500 Services Income			0	132,946	138,276	(5,330)
Total Income	10,753	9,445	1,308	132,946	138,276	(5,330)
Gross Profit	10,753	9,445	1,308	132,946	138,276	(5,330)
Expenses						
5000 Payroll & Benefits			0	98,691	112,095	(13,404)
5100 Repairs & Maintenance			0		950	(950)
5500 Contracted Business Services			0	8,249	7,076	1,173
5600 Presentations/Public Meetings			0		390	(390)
5700 Office Expenses			0	2,364	3,575	(1,211)
5800 Other General & Administrative		25	(25)	3	4,350	(4,347)
5900 Utilities			0	648	1,075	(427)
6100 Insurance			0	1,969	2,000	(31)
6700 Partnership for Hope	2,087	4,475	(2,388)			0
6900 CCDDR Programs & Services	22,883	35,928	(13,045)			0
7200 Children's Programs	24,993	25,250	(257)			0
7300 Sheltered Employment Programs	17,962	18,200	(238)			0
7600 Community Resources			0		0	0
7900 Special/Additional Needs		1,833	(1,833)			0
Total Expenses	67,925	85,711	(17,786)	111,924	131,511	(19,587)
Net Operating Income	(57,172)	(76,266)	19,094	21,022	6,765	14,257
Other Expenses						
8500 Depreciation			0	3,997	4,125	(128)
Total Other Expenses	0	0	0	3,997	4,125	(128)
Net Other Income	0	0	0	(3,997)	(4,125)	128
Net Income	(57,172)	(76,266)	19,094	17,025	2,640	14,385

Budget Variance Report

Total Income: In June, SB 40 Tax Program income was slightly higher than projected, and Services Program income was slightly higher than projected. Please note TCM Support will only be distributed from SB 40 Tax when there is a negative cash flow in Services.

Total Expenses: In June, YTD SB 40 Tax Program expenses were lower than budgeted in all categories, and overall Services Program expenses were lower than budgeted. The overage in Contracted Business Services expenses is caused by the CPAs quarterly invoice for payroll and payroll tax payment processing, which was originally budgeted to be received and paid in May.

Budget vs. Actuals: FY 24 YTD as of June 30, 2024

	SB 40 Tax			Services		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
4000 SB 40 Tax Income	1,098,610	1,051,416	47,194			0
4500 Services Income			0	803,583	855,391	(51,808)
Total Income	1,098,610	1,051,416	47,194	803,583	855,391	(51,808)
Gross Profit	1,098,610	1,051,416	47,194	803,583	855,391	(51,808)
Expenses						
5000 Payroll & Benefits			0	637,087	723,608	(86,521)
5100 Repairs & Maintenance			0	3,582	7,325	(3,743)
5500 Contracted Business Services			0	42,810	48,979	(6,169)
5600 Presentations/Public Meetings			0	1,896	2,340	(444)
5700 Office Expenses			0	17,114	21,690	(4,576)
5800 Other General & Administrative	25	150	(125)	20,707	20,200	507
5900 Utilities			0	2,297	5,250	(2,953)
6100 Insurance			0	11,817	12,000	(183)
6700 Partnership for Hope	14,476	26,850	(12,374)			0
6900 CCDDR Programs & Services	154,051	215,568	(61,517)			0
7200 Children's Programs	117,151	132,800	(15,649)			0
7300 Sheltered Employment Programs	103,391	103,921	(530)			0
7600 Community Resources			0		0	0
7900 Special/Additional Needs	1,690	10,970	(9,280)			0
Total Expenses	390,785	490,259	(99,474)	737,310	841,392	(104,082)
Net Operating Income	707,825	561,157	146,668	66,274	13,999	52,275
Other Expenses						
8500 Depreciation			0	23,984	24,750	(766)
Total Other Expenses	0	0	0	23,984	24,750	(766)
Net Other Income	0	0	0	(23,984)	(24,750)	766
Net Income	707,825	561,157	146,668	42,290	(10,751)	53,041

Budget Variance Report

Total Income: As of June, YTD SB 40 Tax Program income was higher than projected, and YTD Services Program income was lower than projected. Please note TCM Support will only be distributed from SB 40 Tax when there is a negative cash flow in Services.

Total Expenses: As of June, YTD SB 40 Tax Program expenses were lower than budgeted in all categories, and overall YTD Services Program expenses were lower than budgeted. The overage in Other General & Administrative expenses is caused by the final 2022 Evers CPAs audit invoice, which was originally budgeted to be received and paid at the end of 2023. This expense was unintentionally overlooked when the Revised 2024 Budget was created and presented to/approved by the Board.

Balance Sheet as of June 30, 2024

	SB 40 Tax	Services
ASSETS		
Current Assets		
Bank Accounts		
1000 Bank Accounts		
1005 SB 40 Tax Bank Accounts		
1010 SB 40 Tax Account (County Tax Funds) - First Nat'l Bank	0	0
1015 SB 40 Tax Reserve Account (County Tax Funds) - Central Bank	0	
1020 SB 40 Tax Certificate of Deposit	0	
1025 SB 40 Tax - Bank of Sullivan	0	0
1030 SB 40 Tax Reserve - Bank of Sullivan	0	
1035 Heritage SB 40 Tax Account	1,824,081	
Total 1005 SB 40 Tax Bank Accounts	1,824,081	0
1050 Services Bank Accounts		
1055 Services Account - Oak Star Bank (Formerly 1st Nat'l Bank)	0	0
1060 Services Certificate of Deposit		0
1075 Services Account - Bank of Sullivan	0	0
1080 Heritage Services Account		169,172
Total 1050 Services Bank Accounts	0	169,172
Total 1000 Bank Accounts	1,824,081	169,172
Total Bank Accounts	1,824,081	169,172
Accounts Receivable		
1200 Services		
1210 Medicaid Direct Service		55,970
1215 Non-Medicaid Direct Service		24,910
1220 Ancillary Services		17,969
1225 TCM Shortfall		0
Total 1200 Services	0	98,849
1300 Property Taxes		
1310 Property Tax Receivable	1,202,359	
1315 Allowance for Doubtful Accounts	(27,643)	
Total 1300 Property Taxes	1,174,716	0
Total Accounts Receivable	1,174,716	98,849
Other Current Assets		
1389 BANK ERROR Claim Confirmations (A/R)	0	0
1399 TCM Remittance Advices (In-Transit Payments)	0	0
1400 Other Current Assets		
1410 Other Deposits	0	
1430 Deferred Outflows Related to Pensions		105,474
1435 Net Pension Asset (Liability)		59
Total 1400 Other Current Assets	0	105,533
1450 Prepaid Expenses		
1455 Prepaid-Insurance	0	23,443
1470 Prepaid Transit Services	0	
Total 1450 Prepaid Expenses	0	23,443
Total Other Current Assets	0	128,977
Total Current Assets	2,998,797	396,998
Fixed Assets		

1500 Fixed Assets		
1510 100 Third Street Land		47,400
1511 Keystone Land		14,000
1520 100 Third Street Building		431,091
1521 Keystone		163,498
1525 Accumulated Depreciation - 100 Third Street		(205,525)
1526 Accumulated Depreciation - Keystone		(43,558)
1530 100 Third Street Remodeling		165,351
1531 Keystone Remodeling	0	188,125
1532 Osage Beach Office Remodeling (Leased Space)		4,225
1535 Acc Dep - Remodeling - 100 Third Street		(98,717)
1536 Acc Dep - Remodeling - Keystone		(31,074)
1537 Acc Dep - Remodeling - Osage Beach Office		(4,219)
1540 Equipment		138,114
1545 Accumulated Depreciation - Equipment		(126,565)
1550 Vehicles		0
1555 Accumulated Depreciation - Vehicles		0
Total 1500 Fixed Assets	0	642,145
Total Fixed Assets	0	642,145
TOTAL ASSETS	2,998,797	1,039,143
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
1900 Accounts Payable	10,479	10,158
Total Accounts Payable	10,479	10,158
Other Current Liabilities		
2000 Current Liabilities		
2004 Medicaid Payable		0
2005 Accrued Accounts Payable	0	0
2006 DMH Payable	0	
2007 Non-Medicaid Payable	24,910	
2008 Ancillary Services Payable	17,969	
2009 TCM Shortfall	0	
2010 Accrued Payroll Expense	0	0
2015 Accrued Compensated Absences	0	(2,157)
2025 Prepaid Services	0	
2030 Deposits	0	0
2050 Prepaid Tax Revenue	0	
2055 Deferred Inflows - Property Taxes	1,060,309	
2060 Payroll Tax Payable		0
2061 Federal W / H Tax Payable	0	(160)
2062 Social Security Tax Payable	0	219
2063 Medicare Tax Payable	0	(32)
2064 MO State W / H Tax Payable	0	(164)
2065 FFCRA Federal W/H Tax Credit		(3)
2066 FFCRA Health Insurance Credit		0
Total 2060 Payroll Tax Payable	0	(140)
2070 Payroll Clearing		
2071 Pre-tax W / H	0	236
2072 Post-tax W / H	0	134
2073 Vision Insurance W / H	0	459
2074 Health Insurance W / H	0	106

2075 Dental Insurance W / H	0	128
2076 Savings W / H		0
2078 Misc W / H		0
2079 Other W / H		0
Total 2070 Payroll Clearing	0	1,063
2090 Deferred Inflows		21,652
2091 Computer Lease Liability		27,744
2092 Current Portion of Lease Payable		17,943
2093 Less Current Portion of Lease Payable		(17,943)
Total 2000 Current Liabilities	1,103,188	48,162
Total Other Current Liabilities	1,103,188	48,162
Total Current Liabilities	1,113,667	58,320
Total Liabilities	1,113,667	58,320
Equity		
3000 Restricted SB 40 Tax Fund Balances		
3001 Operational	0	
3005 Operational Reserves	200,000	
3010 Transportation	0	
3015 New Programs	0	
3025 Housing	0	
3030 Special Needs	0	
3035 Childrens Programs	0	
3040 Sheltered Workshop	2,874	
3045 Traditional Medicaid Match	0	
3050 Partnership for Hope Match	0	
3055 Building/Remodeling/Expansion	811,265	
3065 Legal	0	
3070 TCM	0	
3075 Community Resource	0	
Total 3000 Restricted SB 40 Tax Fund Balances	1,014,139	0
3500 Restricted Services Fund Balances		
3501 Operational		79,673
3505 Operational Reserves		100,000
3510 Transportation		0
3515 New Programs		0
3530 Special Needs		0
3550 Partnership for Hope Match		0
3555 Building/Remodeling/Expansion		0
3560 Sponsorships		0
3565 Legal		0
3575 Community Resources		5,000
3599 Other		642,145
Total 3500 Restricted Services Fund Balances	0	826,819
3900 Unrestricted Fund Balances	16,783	7,764
3950 Prior Period Adjustment	0	0
3999 Clearing Account	160,681	89,652
Net Income	707,825	42,290
Total Equity	1,899,428	966,525
TOTAL LIABILITIES AND EQUITY	3,013,095	1,024,845

Statement of Cash Flows - June 2024

	SB 40 Tax	Services
OPERATING ACTIVITIES		
Net Income	(57,172)	17,025
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Services:Medicaid Direct Service		(4,130)
1215 Services:Non-Medicaid Direct Service		(2,156)
1220 Services:Ancillary Services		(1,665)
1225 Services:TCM Shortfall		2,816
1455 Prepaid Expenses:Prepaid-Insurance		3,038
1470 Prepaid Expenses:Prepaid Transit Services	52,037	
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		898
1526 Fixed Assets:Accumulated Depreciation - Keystone		366
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		723
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		481
1545 Fixed Assets:Accumulated Depreciation - Equipment		1,529
1900 Accounts Payable	(25,272)	(231)
2007 Current Liabilities:Non-Medicaid Payable	2,156	
2008 Current Liabilities:Ancillary Services Payable	1,665	
2009 Current Liabilities:TCM Shortfall	(2,816)	
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		0
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		0
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		0
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		0
2071 Current Liabilities:Payroll Clearing:Pre-tax W / H		(71)
2072 Current Liabilities:Payroll Clearing:Post-tax W / H		(15)
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		(2)
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(92)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	27,770	1,489
Net cash provided by operating activities	(29,402)	18,514
INVESTING ACTIVITIES		
1531 Fixed Assets:Keystone Remodeling	6,372	(6,372)
Net cash provided by investing activities	6,372	(6,372)
FINANCING ACTIVITIES		
3055 Restricted SB 40 Tax Fund Balances:Building/Remodeling/Expansion	(6,372)	
3501 Restricted Services Fund Balances:Operational		(13,278)
3599 Restricted Services Fund Balances:Other		2,374
3999 Clearing Account		3,997
Net cash provided by financing activities	(6,372)	(6,907)
Net cash increase for period	(29,402)	5,236
Cash at beginning of period	1,853,483	163,936
Cash at end of period	1,824,081	169,172

Statement of Cash Flows - YTD as of June 30, 2024

	SB 40 Tax	Services
OPERATING ACTIVITIES		
Net Income	707,825	42,290
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1210 Services:Medicaid Direct Service		(7,629)
1215 Services:Non-Medicaid Direct Service		(13,068)
1220 Services:Ancillary Services		(9,655)
1225 Services:TCM Shortfall		0
1455 Prepaid Expenses:Prepaid-Insurance		5,188
1470 Prepaid Expenses:Prepaid Transit Services	52,868	
1525 Fixed Assets:Accumulated Depreciation - 100 Third Street		5,389
1526 Fixed Assets:Accumulated Depreciation - Keystone		2,196
1535 Fixed Assets:Acc Dep - Remodeling - 100 Third Street		4,338
1536 Fixed Assets:Acc Dep - Remodeling - Keystone		2,886
1545 Fixed Assets:Accumulated Depreciation - Equipment		9,175
1900 Accounts Payable	4,877	5,858
2007 Current Liabilities:Non-Medicaid Payable	13,068	
2008 Current Liabilities:Ancillary Services Payable	9,655	
2009 Current Liabilities:TCM Shortfall	0	
2061 Current Liabilities:Payroll Tax Payable:Federal W / H Tax Payable		0
2062 Current Liabilities:Payroll Tax Payable:Social Security Tax Payable		39
2063 Current Liabilities:Payroll Tax Payable:Medicare Tax Payable		0
2064 Current Liabilities:Payroll Tax Payable:MO State W / H Tax Payable		(51)
2071 Current Liabilities:Payroll Clearing:Pre-tax W / H		(152)
2072 Current Liabilities:Payroll Clearing:Post-tax W / H		(53)
2073 Current Liabilities:Payroll Clearing:Vision Insurance W / H		(4)
2075 Current Liabilities:Payroll Clearing:Dental Insurance W / H		(108)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	80,468	4,349
Net cash provided by operating activities	788,293	46,639
INVESTING ACTIVITIES		
1531 Fixed Assets:Keystone Remodeling	0	(23,652)
Net cash provided by investing activities	0	(23,652)
FINANCING ACTIVITIES		
3055 Restricted SB 40 Tax Fund Balances:Building/Remodeling/Expansion	286,456	
3501 Restricted Services Fund Balances:Operational		(76,038)
3599 Restricted Services Fund Balances:Other		2,014
3900 Unrestricted Fund Balances	(310,108)	(3,630)
3999 Clearing Account		21,637
Net cash provided by financing activities	(23,652)	(56,017)
Net cash increase for period	764,642	(33,029)
Cash at beginning of period	1,059,440	202,201
Cash at end of period	1,824,081	169,172

Check Detail - SB 40 Tax Account - June 2024

Date	Transaction Type	Num	Name	Amount
06/03/2024	Bill Payment (Check)	1227	Columbia Associates Architecture & Interior Design	(6,371.50)
06/03/2024	Bill Payment (Check)	1226	Childrens Learning Center	(19,680.19)
06/14/2024	Bill Payment (Check)	1228	DMH Local Tax Matching Fund	(2,086.96)
06/14/2024	Bill Payment (Check)	1229	Lake Area Industries	(17,181.59)
06/14/2024	Bill Payment (Check)	1230	Our Saviors Lighthouse Child & Family Development Center	(900.20)
06/24/2024	Bill Payment (Check)	1231	Camden County Senate Bill 40 Board	(22,769.00)
06/24/2024	Bill Payment (Check)	1232	Childrens Learning Center	(19,410.74)
06/24/2024	Bill Payment (Check)	1233	I Wonder Y Preschool	(4,682.08)

Check Detail - Services Account - June 2024

Date	Transaction Type	Num	Name	Amount
06/03/2024	Bill Payment (Check)	2252	Lebanon Phone Center & Alarm Inc	(75.00)
06/03/2024	Bill Payment (Check)	2258	Republic Services #435	(243.97)
06/03/2024	Bill Payment (Check)	2245	Charter Communications	(289.94)
06/03/2024	Bill Payment (Check)	2256	MSW Interactive Designs LLC	(70.00)
06/03/2024	Bill Payment (Check)	2243	All Seasons Services	(1,105.00)
06/03/2024	Bill Payment (Check)	2251	Lake West Chamber of Commerce	(360.00)
06/03/2024	Bill Payment (Check)	2244	Angela D Graves	(267.31)
06/03/2024	Bill Payment (Check)	2246	Christina R. Mitchell	(145.00)
06/03/2024	Bill Payment (Check)	2247	Connie L Baker	(81.88)
06/03/2024	Bill Payment (Check)	2248	Daniel Burrows	(94.25)
06/03/2024	Bill Payment (Check)	2250	Elizabeth L Chambers	(255.66)
06/03/2024	Bill Payment (Check)	2253	Lori Cornwell	(50.00)
06/03/2024	Bill Payment (Check)	2254	Mary P Petersen	(50.00)
06/03/2024	Bill Payment (Check)	2255	Meri Viebrock	(202.69)
06/03/2024	Bill Payment (Check)	2257	Nicole M Whittle	(50.00)
06/03/2024	Bill Payment (Check)	2259	Ryan Johnson	(83.50)
06/03/2024	Bill Payment (Check)	2261	Treslyn Pollreisz	(67.38)
06/03/2024	Bill Payment (Check)	2249	Direct Service Works	(1,195.00)
06/03/2024	Bill Payment (Check)	2260	SUMNERONE	(2,555.90)
06/07/2024	Expense	6/7/24	Connie L Baker	(1,919.48)
06/07/2024	Expense	6/7/24	Rachel K Baskerville	(1,585.62)
06/07/2024	Expense	6/7/24	Myrna Blaine	(1,443.81)
06/07/2024	Expense	6/7/24	Jeanna K Booth	(1,918.45)
06/07/2024	Expense	6/7/24	Emily J Breckenridge	(1,519.45)
06/07/2024	Expense	6/7/24	Daniel Burrows	(1,404.22)
06/07/2024	Expense	6/7/24	Elizabeth L Chambers	(1,258.72)
06/07/2024	Expense	6/7/24	Lori Cornwell	(1,987.68)
06/07/2024	Expense	6/7/24	Robyne Gerstner	(1,701.75)
06/07/2024	Expense	6/7/24	Angela D Graves	(1,387.88)
06/07/2024	Expense	6/7/25	Ryan Johnson	(1,940.93)

06/07/2024	Expense	6/7/24	Jennifer Lyon	(1,876.78)
06/07/2024	Expense	6/7/24	Christina R. Mitchell	(1,480.05)
06/07/2024	Expense	6/7/24	Mary P Petersen	(1,768.17)
06/07/2024	Expense	6/7/24	Treslyn Pollreisz	(1,397.98)
06/07/2024	Expense	6/7/24	Patricia L. Strouse	(1,207.99)
06/07/2024	Expense	6/7/24	Eddie L Thomas	(3,022.81)
06/07/2024	Expense	6/7/24	Meri Viebrock	(1,418.32)
06/07/2024	Expense	6/7/24	Nicole M Whittle	(2,031.84)
06/07/2024	Expense	06/07/2024	ADP TAX	(10,457.55)
06/13/2024	Bill Payment (Check)	2262	Camden County PWSD #2	(36.73)
06/13/2024	Bill Payment (Check)	2263	Happy Maids Cleaning Services LLC	(120.00)
06/13/2024	Bill Payment (Check)	2265	Patricia L. Strouse	(157.75)
06/13/2024	Bill Payment (Check)	2266	Robyne Gerstner	(190.69)
06/13/2024	Bill Payment (Check)	2264	Myrna Blaine	(50.00)
06/14/2024	Bill Payment (Check)	2268	AT&T	(117.50)
06/14/2024	Bill Payment (Check)	2273	Lake Area Industries	(50.00)
06/14/2024	Bill Payment (Check)	2275	VERIZON	(225.36)
06/14/2024	Bill Payment (Check)	2269	Bankcard Center	(1,280.36)
06/14/2024	Bill Payment (Check)	2270	Brandon Hayden	(112.50)
06/14/2024	Bill Payment (Check)	2271	Eddie L Thomas	(50.00)
06/14/2024	Bill Payment (Check)	2272	LaClede Electric Cooperative	(408.54)
06/14/2024	Bill Payment (Check)	2274	Office Business Equipment	(53.29)
06/14/2024	Bill Payment (Check)	2267	All American Termite & Pest Control	(111.00)
06/21/2024	Expense	6/21/24	Connie L Baker	(1,895.59)
06/21/2024	Expense	6/21/24	Rachel K Baskerville	(1,585.62)
06/21/2024	Expense	6/21/24	Myrna Blaine	(1,548.24)
06/21/2024	Expense	6/21/24	Jeanna K Booth	(1,918.44)
06/21/2024	Expense	6/21/24	Emily J Breckenridge	(1,508.75)
06/21/2024	Expense	6/21/24	Daniel Burrows	(1,437.87)
06/21/2024	Expense	6/21/24	Elizabeth L Chambers	(1,336.57)
06/21/2024	Expense	6/21/24	Lori Cornwell	(1,987.69)
06/21/2024	Expense	6/21/24	Robyne Gerstner	(1,351.29)
06/21/2024	Expense	6/21/24	Angela D Graves	(1,351.01)
06/21/2024	Expense	6/21/24	Ryan Johnson	(1,965.90)
06/21/2024	Expense	6/21/24	Jennifer Lyon	(1,876.79)
06/21/2024	Expense	6/21/24	Christina R. Mitchell	(1,482.24)
06/21/2024	Expense	6/21/24	Mary P Petersen	(1,768.17)
06/21/2024	Expense	6/21/24	Treslyn Pollreisz	(1,399.25)
06/21/2024	Expense	6/21/24	Patricia L. Strouse	(1,208.00)
06/21/2024	Expense	6/21/24	Eddie L Thomas	(3,022.79)
06/21/2024	Expense	6/21/24	Meri Viebrock	(1,417.81)
06/21/2024	Expense	6/21/24	Nicole M Whittle	(1,916.74)
06/21/2024	Expense	06/21/2024	ADP TAX	(10,369.96)
06/24/2024	Bill Payment (Check)	2278	City Of Camdenton	(42.30)
06/24/2024	Bill Payment (Check)	2283	Wilson Toellner CPA	(1,460.00)
06/24/2024	Bill Payment (Check)	2282	SUMNERONE	(1,696.92)
06/24/2024	Bill Payment (Check)	2277	Big Oak Storage LLC	(148.00)
06/24/2024	Bill Payment (Check)	2281	MO Consolidated Health Care	(14,975.82)

06/24/2024	Bill Payment (Check)	2276	All Seasons Services	(770.00)
06/24/2024	Bill Payment (Check)	2280	Happy Maids Cleaning Services LLC	(60.00)
06/24/2024	Bill Payment (Check)	2279	Delta Dental of Missouri	(464.68)
06/25/2024	Bill Payment (Check)	2284	AT&T	(232.66)
06/26/2024	Expense	495819	Aflac	(856.73)
06/30/2024	Expense	June 2024	Lagers	(6,567.65)
06/30/2024	Check	SVCCHRG		(2.80)

June 2024
Credit Card Statement

07/12/2024

Bankcard Center

Date
06/28/2024

Type
Bill

Reference
06/28/2024

Original Amount
1,226.47

Balance Due
1,226.47

Payment
1,226.47

Check Amount

Bank Accounts: Servi

1,226.47

WLONGM1

EDWARD J. RICE CO., INC. 417-869-3312

PRINTED IN U.S.A.

0023825
Z023

07/20/21 07/20/21 10,000.00 8,773.53

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES		
00/0000/00			PAYMENTS	1,226.47	
06/17	06/17	75397354169612410010857	LOCKBOX PMT-THANK YOU	-1,280.36	
				-1,280.36	

FOR CUSTOMER SERVICE PLEASE CONTACT US AT 1-800-472-1959.
*****3515

CONNIE BAKER

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES		418.93
06/05	06/04	25247804156000702037877	ELLIS BATTERY 630	✓22.99	5720
06/05	06/04	55432864156208666110376	AMZN Mktp US*FF49D5SH3	Amzn.com/bill WA	24.45 5720
06/06	06/05	55432864157208950748351	AMZN Mktp US*T81IE5SP3	Amzn.com/bill WA	37.16 5720
06/06	06/05	55432864157208952254606	AMZN Mktp US*KX1IK4W63	Amzn.com/bill WA	166.24 5720
06/07	06/07	55432864159209502322388	AMZN Mktp US*9K2IK27M3	Amzn.com/bill WA	37.16 5720
06/10	06/07	55483824160000021699920	WAL-MART #0089	CAMDENTON MO	63.24 5720
06/12	06/11	05416014163141000154032	WAL-MART #0089	CAMDENTON MO	41.50 5610
06/17	06/14	02305374167000644409449	USPS PO 2812420020	CAMDENTON MO	26.19 5725
					418.93

*****1306 JEANNA BOOTH

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES		98.03
06/27	06/26	51742954179003211275147	IDENTOGO - MO FINGE	877-512-6962 MA	98.03
06/28	06/27	15449854179222100317538	MO DMV	8504449330 MO	45.75 5060
06/28	06/27	15449854179222100317843	MO DMV	8504449330 MO	3.13
					49.15
					709.51

*****9314 EDDIE THOMAS

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00			PURCHASES		709.51
06/03	06/01	75418234153201432282384	PY *SMART SPOT STORAGE	CAMDENTON MO	185.00 5580
					709.51

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE	ACCOUNT SUMMARY	
			00.00%	PREVIOUS BALANCE	1,280.36
PURCHASES			NUMBER OF DAYS IN THIS BILLING CYCLE	PURCHASES	1,226.47
0.00	1.4500%	17.40%	28	CASH ADVANCES	0.00
			NEW CASH ADVANCES	CREDITS	0.00
CASH ADVANCES				PAYMENTS	-1,280.36
0.00	1.8667%	22.40%	CASH ADVANCE FEE	OTHER CHARGES	0.00
				FINANCE CHARGE	0.00
				NEW BALANCE	= 1,226.47

CURRENT PAYMENT DUE: 36.79 + PAST DUE AMOUNT: 0.00 = TOTAL AMOUNT DUE: 36.79

DIRECT INQUIRIES TO: BANKCARD SERVICES P.O. BOX 8100 1-800-472-1959
JEFFERSON CITY, MO 65102

JUL 11 2024



Strong roots. Endless possibilities.™

ACCOUNT NUMBER	BILLING DATE	STATEMENT BALANCE	DUE DATE	MINIMUM PAYMENT DUE
**** * 9588	06/28/24	\$1,226.47	07/23/24	\$36.79

BR BRCB X003 YY *
017360

ENTER PAYMENT AMOUNT



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

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

000859

000367901226470140580949462064

0001102 0006353 I=1000

ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	CREDIT LIMIT	AVAILABLE CREDIT
**** * 9588		06/28/24	07/23/24	10,000.00	8,773.53

BR * BRCB

Page 1 of 3

POST TRAN REFERENCE NUMBER	MERCHANT DESCRIPTION	AMOUNT	NOTATIONS
00/0000/00	PURCHASES	1,226.47	
00/0000/00	PAYMENTS	-1,280.36	
06/17 06/17 75397354169612410010857	LOCKBOX PMT-THANK YOU	-1,280.36	

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

*****3515 CONNIE BAKER

DATE	DESCRIPTION	AMOUNT	NOTATIONS
06/05 06/04 25247804156000702037877	ELLIS BATTERY 630	418.93	
06/05 06/04 55432864156208666110376	AMZN Mktp US*FF49D5SH3	22.99	5720
06/06 06/05 55432864157208950748351	AMZN Mktp US*T81IE5P3	24.45	5720
06/06 06/05 55432864157208952254606	AMZN Mktp US*KX1IK4W63	37.16	5720
06/07 06/07 55432864159209502322388	AMZN Mktp US*9K2IK27M3	166.24	5720
06/10 06/07 55483824160000021699920	WAL-MART #0089	37.16	5720
06/12 06/11 05416014163141000154032	WAL-MART #0089	63.24	5720
06/17 06/14 02305374167000644409449	USPS PO 2812420020	41.50	5610
*****1306	JEANNA BOOTH	26.19	5725

DATE	DESCRIPTION	AMOUNT	NOTATIONS
06/27 06/26 51742954179003211275147	IDENTOGO - MO FINGE	98.03	
06/28 06/27 15449854179222100317538	MO DMV	45.75	5060
06/28 06/27 15449854179222100317843	MO DMV	3.13	
*****9314	EDDIE THOMAS	49.15	

DATE	DESCRIPTION	AMOUNT	NOTATIONS
06/03 06/01 75418234153201432282384	PY *SMART SPOT STORAGE	709.51	
	CAMDENTON MO	185.00	5580

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE
0.00	1.4500%	17.40%	00.00%
0.00	1.8667%	22.40%	00.00%

ACCOUNT SUMMARY	
PREVIOUS BALANCE	1,280.36
PURCHASES	1,226.47
CASH ADVANCES	0.00
CREDITS	0.00
PAYMENTS	-1,280.36
OTHER CHARGES	0.00
FINANCE CHARGE	0.00
NEW BALANCE	1,226.47

CURRENT PAYMENT DUE: 36.79	PAST DUE AMOUNT: 0.00	TOTAL AMOUNT DUE: 36.79
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DIRECT INQUIRIES TO: BANKCARD SERVICES, JEFFERSON CITY, MO 65102, P.O. BOX 8100, 1-800-472-1959

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



POST	TRAN	REFERENCE NUMBER	----- MERCHANT DESCRIPTION -----			AMOUNT	---- NOTATIONS ----
06/03	06/01	75418234153201433451467	PY *PATRIOT STORAGE LO	OSAGE BEACH	MO	150.00	<u>5580</u>
06/05	06/04	55432864156208617477700	INTUIT *QBooks Online	CL.INTUIT.COM	CA	200.00	<u>5569</u>
06/24	06/23	82711164175000011614923	CISCO SYSTEMS / WEBEX	SAN JOSE	CA	174.51	<u>5567</u>

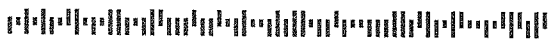
000202 838258/429696Z 000170Z 0006355 1=1000



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

10/13/22 12:13 PM 3 0001102 20240629 4F0EC101 DXCBRCB1 1 oz DOM 4F0EC10000* 166595 MS

000001102 I=1000



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



002oz 838258/4296962 0001102 0006351 I=1000

Received
JUL 11 2024



ACCOUNT NUMBER	BILLING DATE	STATEMENT BALANCE	DUE DATE	MINIMUM PAYMENT DUE
**** * 3515	06/28/24	\$0.00	07/23/24	\$0.00
BR BRCB X003 YY * 016452				ENTER PAYMENT AMOUNT
				001042



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

CONNIE BAKER
CAMDEN CO DD RES
PO BOX 722
CAMDENTON MO 65020

00000000000000000000846779949462064

BR * BRCB Page 1 of 3

ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	CREDIT LIMIT	AVAILABLE CREDIT
**** * 3515		06/28/24	07/23/24	2,000.00	2,000.00

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

06/05	06/04	55432864156208666110376	AMZN Mktp US*FF49D5SH3 Amzn.com/bill WA	24.45	5720
ORDER DATE FROM POST CD		TO POST CD TO COUNTRY			
06/04/24					
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT FREIGHT	
P.O. Box 722		0.00/N		0.00 0.00	
----- MERCHANT -----					
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER
1000YNNN	98109	202936165	Y	WA	PFZYkYsmvkGCsMriGsql

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND	UNIT OF MEAS	UNIT PRICE	TOTAL AMOUNT
B098W36F16	3 x 5 Colored Refill Cards for Ro	1.0000	24.45/D	PEICE	0.00	0
06/05	06/04	25247804156000702037877	ELLIS BATTERY 630 CAMDENTON MO	0.00/D	0.00/C	22.99
ORDER DATE FROM POST CD		TO POST CD TO COUNTRY				
00/00/00						
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT FREIGHT		
		0.00/		0.00 0.00		
----- MERCHANT -----						
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER	
1000YNNN	65020	750942847	Y	MO		

06/06	06/05	55432864157208952254606	AMZN Mktp US*KX11K4W63 Amzn.com/bill WA	166.24	5720
ORDER DATE FROM POST CD		TO POST CD TO COUNTRY			
06/05/24					
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT FREIGHT	
P.O. Box 722		0.00/N		0.00 0.00	
----- MERCHANT -----					
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER
1000YNNN	98109	202936165	Y	WA	1tJ3uWnGJWVKDkc7ijkk

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE	ACCOUNT SUMMARY	
0.00	1.4500%	17.40%	00.00%	PREVIOUS BALANCE	0.00
				PURCHASES	0.00
				CASH ADVANCES	0.00
				CREDITS	0.00
				PAYMENTS	0.00
				OTHER CHARGES	0.00
				FINANCE CHARGE	0.00
				NEW BALANCE	= 0.00

CURRENT PAYMENT DUE: 0.00	+ PAST DUE AMOUNT: 0.00	= TOTAL AMOUNT DUE :	0.00
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DIRECT INQUIRIES TO: BANKCARD SERVICES P.O. BOX 8100
JEFFERSON CITY, MO 65102 1-800-472-1959

0020z 83825814296962 0001060 0006149 I=0000

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

0020z 838258/4296962 0001060 0006151 1-0000

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND DISCOUNT AMT/IND	UNIT OF MEAS RATE/TYPE	UNIT PRICE SHIP DATE	TOTAL AMOUNT
B0CB6KQ7DF	GIBIBU 2+ Rolls Transparent Tape Re	1.0000	10.79/D	PEICE	0.00	0
B09TNZ83HU	KINBOM 520pcs Permanent Alphabetica	1.0000	0.00/D	0.00/C	00/00/00	0
B0CFJR8KLB	TRYMAG Magnetic Hooks Heavy Duty, 2	1.0000	5.99/D	PEICE	0.00	0
B08MTM4MNZ	LCL Compatible Toner Cartridge Repl	3.0000	0.00/D	0.00/C	00/00/00	0

06/06	06/05	55432864157208950748351	AMZN Mktp US*T81IE5SP3	Amzn.com/bill	WA	37.16	5720
ORDER DATE		FROM POST CD	TO POST CD	TO COUNTRY			
06/05/24							
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT	FREIGHT		
P.O. Box 722		0.00/N		0.00	0.00		
MERCHANT							
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER		
1000YNNN	98109	202936165	Y	WA	30yasH4MW1TwKDZXEnE5		

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND DISCOUNT AMT/IND	UNIT OF MEAS RATE/TYPE	UNIT PRICE SHIP DATE	TOTAL AMOUNT
B07MXDLXWV	LCL Compatible Toner Cartridge Repl	2.0000	37.16/D	PEICE	0.00	0
			0.00/D	0.00/C	00/00/00	0

06/07	06/07	55432864159209502322388	AMZN Mktp US*9K2IK27M3	Amzn.com/bill	WA	37.16	5720
ORDER DATE		FROM POST CD	TO POST CD	TO COUNTRY			
06/07/24							
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT	FREIGHT		
P.O. Box 722		0.00/N		0.00	0.00		
MERCHANT							
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER		
1000YNNN	98109	202936165	Y	WA	2KSeINBtFlkzUllgMBAY		

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND DISCOUNT AMT/IND	UNIT OF MEAS RATE/TYPE	UNIT PRICE SHIP DATE	TOTAL AMOUNT
B07MXDLXWV	LCL Compatible Toner Cartridge Repl	2.0000	37.16/D	PEICE	0.00	0
			0.00/D	0.00/C	00/00/00	0

06/10	06/07	55483824160000021699920	WAL-MART #0089	CAMDENTON	MO	63.24	5720
ORDER DATE		FROM POST CD	TO POST CD	TO COUNTRY			
00/00/00		65020		USA			
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT	FREIGHT		
		0.00/		0.00	0.00		
MERCHANT							
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER		
1000YYYY	65020	710415188	Y	MO	00873433		

06/12	06/11	05416014163141000154032	WAL-MART #0089	CAMDENTON	MO	41.50	5610
ORDER DATE		FROM POST CD	TO POST CD	TO COUNTRY			
00/00/00							
CUSTOMER CODE		SALES TAX AMT/IND		DUTY AMOUNT	FREIGHT		
		0.00/		0.00	0.00		
MERCHANT							
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER		
1000YNNN	65020	710415188	Y	MO			

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND DISCOUNT AMT/IND	UNIT OF MEAS RATE/TYPE	UNIT PRICE SHIP DATE	TOTAL AMOUNT
FCMLMailsRetailFirst-Class Letter		1.0000	8.73/D	0.00/	00/00/00	9

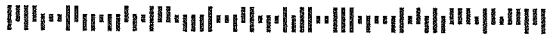
THE ABOVE LISTED TRANSACTIONS HAVE BEEN TRANSFERRED TO THIS ACCOUNT'S ASSOCIATED CENTRAL BILL ACCOUNT. THE NET BALANCE WAS 418.93

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

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

10/13/22 12:13 PM 3 0001060 20240629 4F0EC101 DXCBRCB1 1 oz DOM 4F0EC10000* 166595 MS

000001060 I=0000



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



002oz 838258/4296962 0001060 0006147 I=0000

Received
JUL 11 2024



ACCOUNT NUMBER	BILLING DATE	STATEMENT BALANCE	DUE DATE	MINIMUM PAYMENT DUE
**** * 1306	06/28/24	\$0.00	07/23/24	\$0.00
BR BRCB X003 YY * 016503				ENTER PAYMENT AMOUNT
				000003

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

JEANNA BOOTH
CAMDEN CO DD RES
PO BOX 722
CAMDENTON MO 65020-0000

00000000000000000000968749949462064

BR * BRCB Page 1 of 2

ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	CREDIT LIMIT	AVAILABLE CREDIT
**** * 1306		06/28/24	07/23/24	2,000.00	2,000.00

POST	TRAN	REFERENCE NUMBER	MERCHANT DESCRIPTION				AMOUNT	NOTATIONS
06/27	06/26	51742954179003211275147	IDENTOGO - MO FINGE 877-512-6962 MA				45.75	5060
		ORDER DATE FROM POST CD	TO POST CD	TO COUNTRY				
		00/00/00 01821		USA				
		CUSTOMER CODE	SALES TAX AMT/IND	DUTY AMOUNT	FREIGHT			
			0.00/	0.00	0.00			
		MERCHANT						
		TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER	
		1000YYYY	01821	274388807	Y	MA	51717888	
06/28	06/27	15449854179222100317538	MO DMV 8504449330 MO				3.13	5060
		ORDER DATE FROM POST CD	TO POST CD	TO COUNTRY				
		00/00/00						
		CUSTOMER CODE	SALES TAX AMT/IND	DUTY AMOUNT	FREIGHT			
		o0PAEV3SHbjLD7aL5M	0.18/Y	0.00	0.00			
		MERCHANT						
		TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER	
		1000YYYY	65101	446000987	Y	MO		
06/28	06/27	15449854179222100317843	MO DMV 8504449330 MO				49.15	A-5061 CRC-5062 T-5060
		ORDER DATE FROM POST CD	TO POST CD	TO COUNTRY				
		00/00/00						
		CUSTOMER CODE	SALES TAX AMT/IND	DUTY AMOUNT	FREIGHT			
		XHG2wFn1ZvbhTBwqbW	2.94/Y	0.00	0.00			
		MERCHANT						
		TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER	
		1000YYYY	65101	446000987	Y	MO		

THE ABOVE LISTED TRANSACTIONS HAVE BEEN TRANSFERRED TO THIS ACCOUNT'S ASSOCIATED CENTRAL BILL ACCOUNT. THE NET BALANCE WAS 98.03

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

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE	ACCOUNT SUMMARY	
			00.00%	PREVIOUS BALANCE	0.00
PURCHASES	1.4500%	17.40%	NUMBER OF DAYS IN THIS BILLING CYCLE	PURCHASES	0.00
			28	CASH ADVANCES	0.00
CASH ADVANCES	1.8667%	22.40%	NEW CASH ADVANCES	CREDITS	0.00
				PAYMENTS	0.00
			CASH ADVANCE FEE	OTHER CHARGES	0.00
				FINANCE CHARGE	0.00
				NEW BALANCE	= 0.00

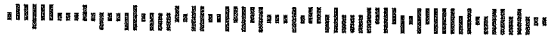
CURRENT PAYMENT DUE: 0.00	+ PAST DUE AMOUNT: 0.00	= TOTAL AMOUNT DUE:	0.00
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DIRECT INQUIRIES TO: BANKCARD SERVICES P.O. BOX 8100
JEFFERSON CITY, MO 65102

1-800-472-1959

10/19/22 12:13 PM 3 0001100 20240628 4F0EC101 DXCBRCB1 1 oz DOM 4F0EC10000* 166595 MS

000001100 I=0000



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



0040Z 838Z58/42986Z 0001100 0006343 I=0000

Received
JUL 11 2024



ACCOUNT NUMBER	BILLING DATE	STATEMENT BALANCE	DUE DATE	MINIMUM PAYMENT DUE
**** * 9314	06/28/24	\$0.00	07/23/24	\$0.00
BR BRCB X003 YY * 017294				ENTER PAYMENT AMOUNT
				000793

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

EDDIE THOMAS
CAMDEN CO DD RES
PO BOX 722
CAMDENTON MO 65020

0000000000000000860332949462064

BR * BRCB Page 1 of 3

ACCOUNT NUMBER	COMPANY NUMBER	BILLING DATE	DUE DATE	CREDIT LIMIT	AVAILABLE CREDIT
**** * 9314		06/28/24	07/23/24	4,000.00	4,000.00

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

06/03	06/01	75418234153201433451467	PY *PATRIOT STORAGE LO OSAGE BEACH MO	150.00	5580
		ORDER DATE FROM POST CD	TO POST CD TO COUNTRY		
		00/00/00			
		CUSTOMER CODE	SALES TAX AMT/IND	DUTY AMOUNT	FREIGHT
		665ace9f7e02cf2c6	0.00/N	0.00	0.00
-----MERCH-----					
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER
8000YYYY	65486	881506936	Y	MO	

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND DISCOUNT AMT/IND	UNIT OF MEAS RATE/TYPE	UNIT PRICE SHIP DATE	TOTAL AMOUNT
Rent	665ace9fd476aeec66c5ef5	1.0000	150.00/D	0.00/D	150.00 00/00/00	150
06/03	06/01	75418234153201432282384	PY *SMART SPOT STORAGE CAMDENTON MO	185.00	5580	
		ORDER DATE FROM POST CD	TO POST CD TO COUNTRY			
		00/00/00				
		CUSTOMER CODE	SALES TAX AMT/IND	DUTY AMOUNT	FREIGHT	
		665aed9eadbbd75f0	0.00/N	0.00	0.00	
-----MERCH-----						
TYPE	POSTAL CODE	TAX ID	CD	ST	REFERENCE NUMBER	
8000YYYY	65020	813782252	Y	MO		

PRODUCT CODE	DESCRIPTION	QUANTITY	EXTENDED AMT/IND DISCOUNT AMT/IND	UNIT OF MEAS RATE/TYPE	UNIT PRICE SHIP DATE	TOTAL AMOUNT
Rent	665aed9f315e7856594b55d	1.0000	185.00/D	0.00/D	185.00 00/00/00	185
06/05	06/04	55432864156208617477700	INTUIT *QBooks Online CL.INTUIT.COM CA	200.00	5567	
		ORDER DATE FROM POST CD	TO POST CD TO COUNTRY			

AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	ANNUAL PERCENTAGE RATE	ANNUAL PERCENTAGE RATE	ACCOUNT SUMMARY	
0.00	1.4500%	17.40%	00.00%	PREVIOUS BALANCE	0.00
				PURCHASES	- 0.00
				CASH ADVANCES	- 0.00
				CREDITS	+ 0.00
				PAYMENTS	+ 0.00
				OTHER CHARGES	- 0.00
				FINANCE CHARGE	+ 0.00
				NEW BALANCE	= 0.00

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

DIRECT INQUIRIES TO: BANKCARD SERVICES P.O. BOX 8100
JEFFERSON CITY, MO 65102 1-800-472-1959

0020z 838258/4296962 0001063 0006167 I=0000



10/13/22 12:13 PM S 0001063 20240629 4F0EC101 DXCBRCB1 1 oz DOM 4F0EC10000* 166595 MS

000001063 I=0000



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



002oz 838258/4296962 0001063 0006165 I=0000





INVOICE

Invoice	52600604241302
Date	6/4/2024
Customer #	550109392
Current Terms	Net 30
PO #	
Buyer Code	
Page	1 of 1

Bill To:
 Camden County Developmental Disability Res.
 PO Box 722
 Camdenton MO 65020-0722

Delivered To:
 Camden County Developmental Disability Res.
 PO Box 722
 Camdenton MO 65020-0722

#5720

DESCRIPTION	UNITS	COST	EXT AMOUNT	SUBTOTAL
Sales				
CB670-F1	1	\$ 22.99	\$ 22.99	
Subtotal	1			\$ 22.99
Exchange Junk Credit				
Extra Small Exchange Used Battery - STANDARD	1	\$ 0.00	\$ 0.00	
Subtotal	1			\$ 0.00

Total Batteries Delivered: 1

Subtotal \$ 22.99
 Total \$ 22.99
 Currency USD

Total To Collect \$ 22.99
 Credit Card Received (06410c) \$ 22.99
 Total Due \$ 0.00

Thank you for your business. A \$30 charge will be applied to all returned checks. All invoices are payable to:
 Ellis Battery * For USPS: Continental Battery Company * Lockbox Address: PO Box 736801 * Dallas, TX 75373-6801 For Courier: JPMorgan Chase (TX1-0029) * Lockbox Address: Attn: Continental Battery Systems and 736801 * 14800 Frye Rd, 2nd Floor * Ft Worth, TX 76155 * (573) 783-79636





TRYMAG Magnetic Hooks Heavy Duty, 28...

Tools & Home Improvement

Sold by TRYMAG.STORE

Condition: New

Qty : 1

\$8.52

5720

Connie's Card

Your guaranteed delivery date is:

Thursday, June 6

Your order will be sent to:

**Connie Baker
CAMDENTON, MO
United States**

Your shipping speed:

prime FREE Prime Delivery

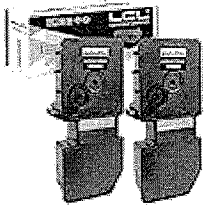
PO#

P.O. Box 722

Order #

112-2200423-3297034

[View or manage order](#)



LCL Compatible Toner Cartridge Repla...

Sold by StarTech Office Supplies

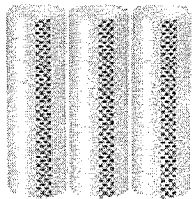
Condition: New

Qty : 3

\$46.98

140⁰⁸

5720



GIBIBU 24 Rolls Transparent Tape Ref...

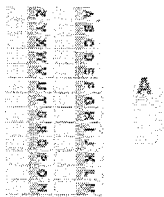
Misc.

Sold by GIBIBU

Condition: New

Qty : 1

\$10.79



KINBOM 520pcs Permanent Alphabetical...

Office Product

Sold by HaiPingMian

Condition: New

Qty : 1

\$5.99

Order Total:

\$166.24

Hello Connie Baker,

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

Your purchase has been divided into 3 orders.

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

Order Confirmation

Your estimated delivery date is:
June 12 - Thursday, June 13

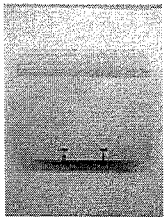
Your order will be sent to:
**Connie Baker
CAMDENTON, MO
United States**

Your shipping speed:
Standard Shipping

PO#
P.O. Box 722

Order #
112-5702270-4616207

[View or manage order](#)



3" x 5" Colored Refill Cards for Rol...
Sold by MVISTA1953
Condition: New
Qty : 1
\$17.95

#5720

\$24.45 ✓

Order Total:

The payment details of your transaction can be found on the order invoice.

Order Confirmation

Your estimated delivery date is:
Monday, June 10

Your order will be sent to:

Connie Baker
CAMDENTON, MO
United States

Connie's Card

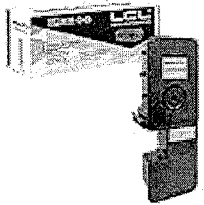
#5720

Your shipping speed:
~~prime~~ **Standard Shipping**

PO#
P.O. Box 722

Order #
112-3299812-2581039

[View or manage order](#)



LCL Compatible Toner Cartridge Repla...

Electronics

Sold by StarTech Office Supplies

Condition: New

Qty : 4

\$18.58

✓
\$74.32 *5720*

Order Total:

The payment details of your transaction can be found on the order invoice.

Order Confirmation

Your guaranteed delivery date is:
tomorrow, June 5

Your order will be sent to:

Connie Baker
CAMDENTON, MO
United States

Your shipping speed:
~~prime~~ **FREE Prime Delivery**

PO#
P.O. Box 722

Order #
112-2200423-3297034

[View or manage order](#)

Connie's Card

Give us feedback @ survey.walmart.com
Thank you! ID #:7TM2PYZ5X%



573-346-3588 Mgr: PAUL
94 CECIL ST

CAMDENTON MO 65020

ST# 00089 OPR 000268 TR# 13 TR# 09415

ITEMS SOLD 8

TC# 6146 9568 5171 8809 7373

#5720



GU 40PK	007874727909	F	5.36	0
GU 40PK	007874727909	F	5.36	0
GU COLONN 96	00787474197	F	28.62	0
COFFEEEN ORIG	005000/00302	F	6.98	0
GU PARCHMENT	007874732975	F	2.98	0
PLUS IN OIL	006233082291	F	5.98	0
AW ADV WRN	006233083379	F	3.98	0
AW ADV WRN	006233083379	F	3.98	0
SUBTOTAL			63.24	
TOTAL			63.24	
MCARD TEND			63.24	

water
Coffee
for bathrooms

Mastercard **** * 3515 11
APPROVAL # 064811
REF # 415900873433
PAYMENT SERVICE - A
AID 0000000041010
AAC 8800983DBC07605E
TERMINAL # 28070201
*NO SIGNATURE REQUIRED

06/07/24 11:51:36
CHANGE DUE 0.00

06/07/24 11:51:47
CUSTOMER COPY



Get free delivery
from this store
with Walmart+

Scan or type your trial.

Connie's Card

Give us feedback @ survey.walmart.com
Thank you! ID #:7TM33XZ5CG



573-346-3588 Mgr: PAUL

94 CECIL ST

CAMDENTON MO 65020

ST# 00089 OP# 001715 TEN 15 TR# 08890

ITEMS SOLD 7

TC# 3513 4760 6045 2699 202



TFF ORIGINAL	007771899928 F	5.98
8V BOULZ TC	007874200787 F	1.98
MKS DIP	068113145780 F	5.84
BITE SZ CKE	068113141173 F	5.87
PARTY TRAY	073231300189 F	14.97
RITZ	004400003544 F	3.88
7.1Z TRISCU	004400005172 F	2.98

SUBTOTAL 41.50

TOTAL 41.50

MCARD TEND 41.50

Mastercard **** * 3515 1 1

APPROVAL # 02275C

REF # 416300423635

AID A0000000041010

AAC 91BA30F2B097C587

TERMINAL # 28041338

*NO SIGNATURE REQUIRED

06/11/24 16:43:37

CHANGE DUE 0.00

06/11/24 16:43:52

CUSTOMER COPY



Get free delivery
from this store
with Walmart+

#5610

Board Food

Connie's Card

#5725



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

06/14/2024 04:14 PM

Product Qty Unit Price
Price

First-Class Mail® 1 \$0.68
Letter

Linn Creek, MO 65052
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Mon 06/17/2024

Certified Mail® \$4.40

Tracking #: 70172620000049287814

Return Receipt \$3.65

Tracking #: 9590 9402 7789 2152 6995 35

Total \$8.73

First-Class Mail® 1 \$0.68
Letter

Camdenton, MO 65020
Weight: 0 lb 0.40 oz
Estimated Delivery Date
Mon 06/17/2024

Certified Mail® \$4.40

Tracking #: 70172620000049287807

Return Receipt \$3.65

Tracking #: 9590 9402 7789 2152 6995 42

Total \$8.73

First-Class Mail® 1 \$0.68
Letter

Linn Creek, MO 65052
Weight: 0 lb 0.60 oz
Estimated Delivery Date
Mon 06/17/2024

Certified Mail® \$4.40

Tracking #: 70172620000049287784

Return Receipt \$3.65

Tracking #: 9590 9402 7789 2152 6995 28

Total \$8.73

Grand Total: \$26.19

Credit Card Remit \$26.19

Card Name: MasterCard
Account #: XXXXXXXXXXXX3515
Approval #: 07650C
Transaction #: 692
AID: A000000041010 Chip
AL: Mastercard
PIN: Not Required

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

Preview your Mail
Track your Packages
Sign up for FREE @
<https://informedelivery.usps.com>

7017 2620 0000 4928 7784

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only
For delivery information, visit our website at www.usps.com
Linn Creek, MO 65052
OFFICIAL USE
Certified Mail Fee \$4.40
Extra Services & Fees (check box, add fee as appropriate)
 Return Receipt (hardcopy) \$0.00
 Return Receipt (electronic) \$0.00
 Certified Mail Restricted Delivery \$0.00
 Adult Signature Required \$0.00
 Adult Signature Restricted Delivery \$0.00
Postage \$0.68
Total Postage and Fees \$5.08
CAMDENTON, MO 65020 OFFICE
06/14/2024

7017 2620 0000 4928 7807

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only
For delivery information, visit our website at www.usps.com
Camdenton, MO 65020
OFFICIAL USE
Certified Mail Fee \$4.40
Extra Services & Fees (check box, add fee as appropriate)
 Return Receipt (hardcopy) \$0.00
 Return Receipt (electronic) \$0.00
 Certified Mail Restricted Delivery \$0.00
 Adult Signature Required \$0.00
 Adult Signature Restricted Delivery \$0.00
Postage \$0.68
Total Postage and Fees \$5.08
CAMDENTON, MO 65020 OFFICE
06/14/2024

7017 2620 0000 4928 7814

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only
For delivery information, visit our website at www.usps.com
Linn Creek, MO 65052
OFFICIAL USE
Certified Mail Fee \$4.40
Extra Services & Fees (check box, add fee as appropriate)
 Return Receipt (hardcopy) \$0.00
 Return Receipt (electronic) \$0.00
 Certified Mail Restricted Delivery \$0.00
 Adult Signature Required \$0.00
 Adult Signature Restricted Delivery \$0.00
Postage \$0.68
Total Postage and Fees \$5.08
CAMDENTON, MO 65020 OFFICE
06/14/2024



Missouri

Registration Completed

#5060

REGISTRATION DETAILS

location

Conway, MO-S Myrtle St
IdentoGO

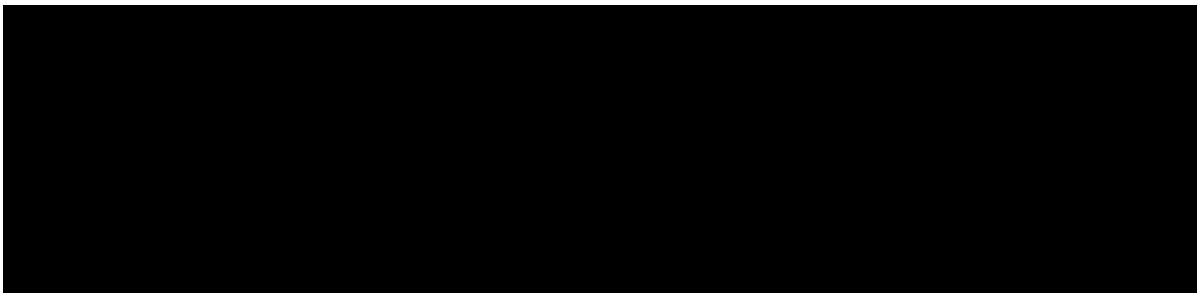
appointment

Date: 06/26/2024
Time: 01:10 PM



United States

[Get directions from Google Maps](#)



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

PAYMENT DETAILS

Your total is \$44.75. Remember to bring a check, money order, credit card, or coupon code when you are fingerprinted. You will not be fingerprinted without payment.

+ 1.00
\$54.75

REMINDERS

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

COVID or Flu like symptoms while at an Enrollment Center, we may kindly ask you to reschedule your appointment. We appreciate your cooperation in assisting IDEMIA to provide a safe and healthy environment within our Enrollment Centers.

- **Your photograph will be taken during the fingerprinting process. Please dress appropriately.**
- **The results of your fingerprint background check will be sent directly to your employer or requesting agency. Your background check results will not be available through IdentoGO.**
- **The state of Missouri requires you to present one form of photo identification at your registration. Identification presented must be valid and not expired.**

Please remember:

All ID Documents must be the originals. Copies **will not** be accepted.

Personal checks and cash **will not** be accepted.

Types of Photo Identification

- Driver's License issued by a State or outlying possession of the U.S.
- Driver's License PERMIT issued by a State or outlying possession of the U.S.
- Driver's License PAPER/TEMPORARY issued by a State or outlying possession of the U.S.
- ID card issued by a federal, state, or local government agency or by a Territory of the United States
- State ID Card (or outlying possession of the U.S.) with a seal or logo from State or State Agency
- Commercial Driver's License issued by a State or outlying possession of the U.S.
- Department of Defense Common Access Card
- Employment Authorization Document that contains a photograph
- Foreign Driver's License (Mexico and Canada Only)
- Foreign passport
- Military Dependent's Identification Card
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- U.S. Coastguard Merchant Mariner Card
- U.S. Military Identification Card
- U.S. Passport
- Enhanced Tribal Identification Card (for federally recognized U.S. tribes)

- U.S. Visa issued by the U.S. Department of Consular Affairs for travel to or within, or residence within, the United States
- Uniformed Services Identification Card (Form DD-1172-2)
- Waiver if under 18 years of age and does not have one of the above listed documents

If you have any questions with the website, please call (844) 543-9712.

2024 © IDENTOGO®. ALL RIGHTS RESERVED.

Payment Receipt

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

Thu 6/27/2024 12:45 PM

To:Jeanna Booth <jeanna@ccddr.org>

Missouri: MyDMV

Payment Receipt

Thank You for Your Payment

Please save this Confirmation Number for your personal records.

Customer Name

Jeanna Booth

Effective Date

6/27/2024 12:44 PM Central Standard Time

Confirmation Number

20260858

Payment Method	Amount
MasterCard ***** 1306	\$3.13

*Acct
5060*

Item	Payment
Record Sales	\$2.82
Transaction Fee:	\$0.31
Total Amount Paid:	\$3.13

Payment Details

Record Sales

: ProdX1524524 - : 63c3ef036de4432396da710f63bb6102 - Jeanna Booth - \$2.82

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

new hire driving history check



Transaction Number: 240627210000049

SUB-TRANSACTION(S) SUMMARY

<u>SUB-TRANS#</u>	<u>PROCESS DESCRIPTION</u>	<u>TOTAL</u>
0001	Record Sales Request By Jeanna Booth Public Portal DL Record Center	\$2.82

PAYMENT INFORMATION

<u>TYPE</u>	<u>AMOUNT</u>
Credit Card	\$2.82
Previous Amount Collected	\$0.00
TOTAL PAID:	\$2.82
TOTAL AMOUNT DUE:	\$2.82
CHANGE DUE:	\$0.00

NOTE: The Missouri Department of Revenue may electronically resubmit checks returned for insufficient or uncollected funds. Other restrictions may apply.

Your Opinion Matters! Please tell us if our service met your expectations at bit.ly/DORfeedback.

Public Portal DL Record Center
Office: 210001
Operator - Time: PublicPortal - 06/27/2024 12:42:44 PM
Workstation:
Shipment: 1106

Missouri Department of Revenue
PO Box 200
Jefferson City, MO 65105-0200
(573) 526-2407
dor.mo.gov

Missouri: MyDMV
Payment Receipt

Thank You for Your Payment

Please save this Confirmation Number for your personal records.

Customer Name

Jeanna Booth

Effective Date

6/27/2024 1:41 PM Central Standard Time

Confirmation Number

20260876

Payment Method	Amount
MasterCard ***** 1306	\$49.15
Item	Payment
Record Sales	\$47.94
Transaction Fee:	\$1.21
Total Amount Paid:	\$49.15

Payment Receipt

(No subject)

Annual employee driving history checks.

17 employees - 2 admin - 5061 \$5.78
 2 CRC - 5062 \$5.78
 13 Tcm - 5060 \$37.59
 \$49.15

Payment Receipt

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

6/1/2024 03:45AM

#5580

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

Name	Item	Description	Quantity	Unit Price	Tax	Total	Paid
Rent	90788055	Unit A23 rent for 1 month period starting 6/1/2024	1	\$185.00	\$0.00	\$185.00	\$185.00
Paid by Master ending in 9314						\$185.00	

Payment Receipt

Patriot Storage LOZ
6760 US Hwy 54
Osage Beach, MO 65065
(573) 746-2552
<https://www.patriotstorageloz.com>

6/1/2024 02:32AM

#5580

Camden County Developmental Disability Resources
PO Box 722
Camdenton, Missouri 65020

Name	Item	Description	Quantity	Unit Price	Tax	Total	Paid
Rent	90619558	Unit A23 rent for 1 month period starting 6/1/2024	1	\$150.00	\$0.00	\$150.00	\$150.00

Paid by Master ending in 9314

\$150.00



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

Invoice

Invoice number: 10001312268962
Total: \$200.00
Date: Jun 4, 2024
Payment method: MASTER ending 9314
Payment authorization code: 01185C

Bill to

Edmond J Thomas
 Camden County Developmental Disability Resources
 PO Box 722
 Camdenton, MO 65020-0722
 US
 Address may be standardized for tax purposes
Company ID: 464240995

Payment details

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

Total invoice:

\$200.00

Tax reporting information

Period for monthly fees: Jun 4, 2024 - Jul 4, 2024
Total without tax: \$200.00
Total tax: \$0.00

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires or is canceled. To cancel your subscription at any time, go to the Subscriptions and billing page and cancel the subscription. If your subscription is managed by an account manager, contact your account manager for changes to your subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

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

INVOICE



TRANSACTION #: 161-01833133
Account #: A00019713
Account Name: Camden County Developmental Disability Resources

CISCO SYSTEMS, INC.
170 W TASMAN DR.
SAN JOSE, CA 95134

Invoice Information	
Invoice Date:	2024-06-23
Due Date:	2024-06-23

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

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

Subscription Information	
Subscription ID:	A-S00003416

All Prices in USD

Service Detail								
#	Service Name	Service Period	Qty	Unit Price	Sub-Total	Discount	Tax	Total
1	Meet Plan Annual ONL-BUSINESS-A	2024-06-23 - 2025-06-22	1	162.00	162.00	0.00	12.51	174.51
Total					162.00	0.00	12.51	174.51

Tax Summary		
Tax Info	Tax Rate	Tax Amount
Missouri	7.725 %	12.51
Grand Total		174.51

CREDIT CARD BEING CHARGED FOR INCREMENTAL AMOUNT

Attention:
These items are controlled by the U.S. Government, EU Regulation 2021/821 and local laws, and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. Government, the EU and local authorities or as otherwise authorized by U.S., EU and local law and regulations. Parties receiving these goods agree not to use any export and/or re-export licenses or authorizations that Cisco or its affiliates holds for securing their own activities unless specifically authorized by Cisco's Global Export Trade and where legally compliant. By accepting delivery of any portion of this shipment, the recipient and/or their appointed agent agree to comply with U.S., art. 4.1(b) (civilian end-use only) and art. 11.9 of EU 2021/821, and local export, re-export, transfer, and transshipment regulations. In accordance with art. 11.9 of EU 2021/821, this export may require an export license when exported outside of the EU. Cisco product trade information for export or re-export may be found at: <http://tools.cisco.com/legal/export/pepd/Search.do>. Unless otherwise stated in writing by Cisco, Country of Origin information declared on this invoice is for non-preferential purposes only, and is not determined in accordance with Preferential Rules of Origin of any International Trade Agreement.

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

If you have questions regarding your billing and subscription, please contact Customer Service at 1-866 229-3239 Toll Free, 408 906 2222 Long Distance, +1 408 906 2222 International

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

Resolutions 2024-17 & 2024-18



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2024-17

CONTRACT RENEWAL FOR AUDITING SERVICES

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 shall purchase auditing services from an appropriate provider in order to establish and maintain fiscal accountability.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Camden County Senate Bill 40 Board (dba Camden County Developmental Disability Resources), hereafter referred to as the "Board", acknowledges the need to purchase auditing services from a certified public accountant or accounting agency, and authorizes the Executive Director to initiate and sign the Contract Renewal with Evers & Company, CPA's, L.L.C., as identified in Attachment "A" hereto.
2. The contract period authorized shall be for auditing:
 Fiscal Year 2023
 Fiscal Years 2023 to 2025
3. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

Chairperson/Officer/Board Member

Date

Secretary/Vice Chairperson/Treasurer/Board Member

Date

Attachment “A” to
Resolution 2024-17

Audit Proposal

for

**CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

Camdenton, Missouri

FOR THE YEAR ENDED DECEMBER 31, 2023

Presented By:

EVERS & COMPANY, CPA's, L.L.C.

520 Dix Road

Jefferson City, Missouri 65109

Contact:

Wendy M. Renner, CPA

Audit Partner

(573) 635-0227

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ATTACHMENT A

One Year Option

<u>Fiscal Year</u> <u>Audited</u>	<u>Cost</u>
2023	\$ 12,675

Three Year Option

<u>Fiscal Year</u> <u>Audited</u>	<u>Cost</u>
2023	\$ 11,340
2024	\$ 12,245
2025	\$ 13,100



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

Certified Public Accountants and Consultants

Dale A. Siebeneck
Wendy M. Renner
Eldon H. Becker, Jr.
Jessica L. Bridges
Bobbie J. Redmon-Murray
Kevin B. Johnson
Theresa E. Price

July 8, 2024

Board of Directors and Executive Director
Camden County Developmental Disability Resources
100 Third St
P.O. Box 722
Camdenton, MO 65020

Elmer L. Evers, Emeritus
Richard E. Elliott, Emeritus
Jerome L. Kauffman, Emeritus
Keith L. Taylor, Emeritus
Jo L. Moore, Emeritus
Bruce A. Vanderveld, Emeritus

We are pleased to confirm our understanding of the services we are to provide Camden County Developmental Disability Resources for the year ended December 31, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, including the related notes to the financial statements, and the disclosures, which collectively comprise the basic financial statements of Camden County Developmental Disability Resources as of and for the year ended December 31, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Camden County Developmental Disability Resources' 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. As part of our engagement, we will apply certain limited procedures to Camden County Developmental Disability Resource's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist 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 will 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. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budget to Actual Comparison Schedules
3. Schedule of Changes in Net Pension Liability and Related Ratios
4. Schedule of Contribution

We have also been engaged to report on supplementary information other than RSI that accompanies Camden County Developmental Disability Resources' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Statement of Revenues and Expenses by Program

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditors' Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or

misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Camden County Developmental Disability Resources' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the twelve months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Other Services

We will also assist in preparing the financial statements of Camden County Developmental Disability Resources in conformity with accounting principles generally accepted in the United States of America and maintain your capital asset depreciation schedule on our software based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Wendy Renner is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

One Year Option

2023 Audit	\$ 12,675
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Three Year Option

2023 Audit	\$ 11,340
2024 Audit	\$ 12,245
2025 Audit	\$ 13,100

The estimate includes costs for travel and other out-of-pocket costs such as report production, word processing, postage, etc. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Fees for additional work will be billed at our normal hourly rates which are as follows:

Partner	\$180
Supervisor	\$150
Staff	\$100

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

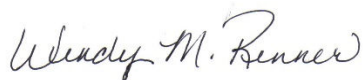
Reporting

We will issue a written report upon completion of our audit of Camden County Developmental Disability Resources' financial statements. Our report will be addressed to management and the governing board of Camden County Developmental Disability Resources. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Camden County Developmental Disability Resources and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

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



WENDY M. RENNER, CPA
Audit Partner

**This letter correctly sets forth the understanding of:
CAMDEN COUNTY DEVELOPMENTAL DISABILITY RESOURCES**

One Year Option: _____ **Three Year Option:** _____

Officer signature

Title

Date

PROFILE OF THE FIRM

Evers & Company began business in 1974 and through steady growth has become a well-known and respected firm in Central Missouri. Our concepts of service are: A professional service can only be acquired from someone who is capable of rendering that service; the successful performance of the service depends on an understanding of the client's business; a professional relationship includes an obligation to raise questions and suggestions; and a professional service includes both promptness and thoroughness in responding to requests from the client.

Our expertise in serving not-for-profit organizations and the auditing experience of our partners and professional staff qualifies us to serve as your accountants and auditors. Our philosophy of service requires a close understanding of your business, and an involvement on a regular basis with your management in order to maintain an awareness of your financial and accounting objectives, goals and needs; to assist in developing plans to obtain such goals; and to monitor progress for developments which may affect planning and year-end budgeting.

The size of Evers & Company is important to clients for two reasons. First, the firm is small enough so that our professional staff can maintain an intimate knowledge of a client's business and needs. Second, the firm is large enough to have specialists available in the various disciplines of the profession which include, accounting, auditing, income taxes, management consulting services, and data processing services.

At the present time, the personnel of the firm are as follows:

Partners	7
Professional Staff	17
IS Support Staff	2
Para-Professional Staff	6
Office Support Staff	<u>5</u>
	37

All professional personnel are periodically evaluated for technical competence and are tested as to potential leadership qualities and aptitude. Training is accomplished through outside professional development programs and internal training programs. On the job training is enhanced by the active participation of partners in the planning, review and "problem-solving" phases of our work. The recruiting and retention of top-flight staff personnel is made easier by the knowledge that our staff will be working on a direct interrelationship basis with our partners.

The partners of Evers & Company have both the technical background and the practical business experience required to understand and contribute to client decisions in a consulting capacity. The counsel our clients receive comes from the partners' educational and business backgrounds, supplemented by our experience with a wide spectrum of clients in an almost infinite variety of industries and types of businesses.

We attempt at all times to render a quality service for a fair fee. If at any time you have a question concerning our services or fees, please call it to our attention so that we can discuss it. Our goal is to handle fees on an equitable basis, and in an open manner which will result in our mutual agreement.

Evers & Company is a local firm with offices in Jefferson City and Osage Beach, Missouri. The work done on the audit would be performed from our Jefferson City office with staff assistance from our Osage Beach office.

SIMILAR EXPERIENCE

We perform work for a number of not-for-profit and government organizations. Listed below are a few of the Government organizations we perform:

<u>NAME</u>	<u>CONTACT</u>
City of Versailles	Bobbie Garber (573) 378-4634
City of Eldon	Mandy Asbury (573) 392-2291

PERSONNEL

The following persons will supervise and perform the audit procedures:

WENDY M. RENNER, CPA – Audit Partner

Wendy is an Audit Partner in the Jefferson City office of Evers & Company, CPA's. She joined the firm in December 2003 and has over twenty years combined experience in public, governmental, and private sector accounting. She holds a Bachelor of Science degree in Accounting and Business Administration with an emphasis in Human Resource Management from Regis University, Denver, Colorado. Wendy also holds a Masters of Business Administration with an emphasis in Accountancy from Lincoln University, Jefferson City, Missouri and a Masters of Science in Taxation from William Howard Taft University, Denver, Colorado. Her major areas of concentration with the firm are audits of for profit companies, not-for-profit organizations, local governments, special purpose governments, and school districts. Wendy also prepares corporate, partnership, not-for-profit, fiduciary, and individual tax returns.

Wendy is a member of the American Institute of Certified Public Accountants, the Missouri Society of Certified Public Accountants, the Michigan Society of Certified Public Accountants and the Government Finance Officers Association.

ADRIENNE FINDLEY, CPA – Audit Manager

Adrienne Findley is an Audit Manager in the Jefferson City office of Evers & Company. Adrienne joined the firm in December 2014. She graduated from Lincoln University in December 2014 with a major in Business Administration and Accounting and a minor in Legal Studies. She earned her Masters of Business Administration with an Accounting Emphasis from Columbia College in December 2016 and became a CPA in January 2018. She works on audit reports for for-profit and nonprofit organizations, along with tax return entry for individuals, partnerships, s-corporations, corporations, and nonprofit organizations.

JORDAN FRISBIE – Audit Supervisor

Jordan Frisbie is a Staff Auditor in the Jefferson City office of Evers & Company CPA's. She joined the firm in July 2020. She graduated from Lincoln University with a Bachelor of Science degree in Accounting in May 2019. Jordan earned her Master's degree in Business Administration with an emphasis in accounting in May 2021 and plans to obtain her CPA license. Jordan is currently assigned to the audit team and primarily assists on audit engagements.

PERSONNEL

(Cont'd.)

KELSEY RYERSON – Staff Auditor

Kelsey Ryerson is a Staff Auditor in the Jefferson City office of Evers & Company CPA's. She joined the firm in August 2022. She graduated from the University of Central Missouri with a Bachelor's degree in Business Administration with an emphasis in accounting in May 2022. She plans obtain her Master's degree in Business Administration with an emphasis in accounting. After she graduates, she plans to obtain her CPA license. Kelsey is currently assigned to the audit team and primarily assists on audit engagements.

JESSICA HAYES – Staff Auditor

Jessica Hayes is a Staff Auditor in the Jefferson City office of Evers & Company CPA's. She joined the firm in December 2023. She graduated from Central Methodist University with a Bachelor's of Accountancy and a Bachelor's of Science in Psychology in 2012. Jessica has 12 years of experience in accounting for governmental and for-profit entities. She plans to obtain her CPA license in 2024. Jessica is assigned to the audit team and primarily assists on audit engagements.

FIRM QUALITY CONTROL

In an effort to maintain the highest possible standards of quality control, our firm promotes continuing professional education programs and seminars. Our professional staff attends conferences and seminars dealing with new auditing standards as they are introduced, and participates in refresher courses to maintain an active, updated knowledge of the standards required by our industry.

We have weekly in-house professional education sessions to introduce our entire firm members to any information learned in outside seminars.

Our audit department in particular, follows a strict program of continuing professional education that involves seminars to keep us knowledgeable in the latest changes in governmental audit standards and the single audit act.

Our firm conducts a yearly Internal Inspection. Selected members of our firm review the audit and accounting procedures that we use on a day-to-day basis to determine if we adhere to the standards set forth by our profession.

Evers & Company also undergoes a voluntary peer review at least once every three years.

The peer review involves an inspection of various accounting and auditing records selected by the peer review committee. These records and our procedures are reviewed to determine if our firm has complied with the standards set forth by our profession and those set forth by the audited industries regulating agencies.

The peer review is a voluntary action that is strongly encouraged by the AICPA. It is a required procedure for any firm wishing to be a member of the Private Companies Practice Section. Many regulating agencies require peer reviews for firms who audit entities receiving Federal Funds.

Our effort to promote continued education for our professional employees, along with our firm's dedication to the highest standards of quality control, combine to provide your organization with the professional advice that they need, to ensure that they follow the regulations set up specifically for their organizational type.

ADDITIONAL PROFESSIONAL SERVICES

Our firm also has the following services to offer to you:

- General ledger accounting system - computerized
- Help in interviewing and selecting new employees to work in the accounting function (Testing & Interviewing)
- Fixed asset management
- Data processing consulting services in the following areas:
 - Payroll records and reporting
 - Mailing lists
 - Accounts receivable and billing

PROFESSIONAL ASSOCIATIONS

Dale Siebeneck is a member of the Association of Government Accountants.

The firm is a member of the Government Finance Officers Association.

All Certified Public Accountants in the firm are also members of the American Institute of Certified Public Accountants and our firm is a member of the AICPA Private Company Practice Section. All partners are members of the Missouri Society of Certified Public Accountants.

Evers & Company, CPAs, LLC is a member of the American Institute of Certified Public Accountant's Governmental Audit Quality Center. The Governmental Audit Quality Center (GAQC), which was created in 2004, promotes the importance of quality governmental audits and the value of such audits to purchasers of governmental audit services. GAQC is a voluntary membership center for CPA firms and state audit organizations that perform governmental audits. GAQC was created to, among other things, serve as a comprehensive resource on governmental audits for member firms, create a community of firms that demonstrate a commitment to governmental audit quality, and provide an online forum tool for members to share best practices and discuss governmental audit issues. Membership requires a firm's commitment to audit quality in the critical area of governmental audits, including those performed under *Government Auditing Standards* and the Single Audit Act amendments of 1996 and Title 2 U.S. *Code of Federal Regulators (CFR)*, *Uniform Administrative Requirements Cost Principles*, and *Audit Requirements of Federal Awards* (Uniform Guidance). Additional information about the Center can be accessed at <http://gaqc.aicpa.org>.

**CHECKLIST OF INFORMATION TO BE
PREPARED BY CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

In order for us to be more efficient in the audit Camden County Developmental Disability Resources for the year ended December 31, 2023, we ask that your staff complete the following information prior to our beginning fieldwork.

- _____ Organization Chart (if any)
- _____ Fiscal management policies and/or a personnel policies manual
- _____ Copy of by-laws or organizing document, amendments, if any
- _____ Have the board minutes available for our review
- _____ We need copies of any leases for buildings, copiers, phones, etc. which may apply
- _____ Have the December 31 bank reconciliation's available for our review along with the twelve months bank statements and the January post audit period statement.
- _____ Have a check register for all checks written from January 1, 2023 through December 31, 2023 for all accounts for disbursements test purposes
- _____ Confirms filled out attorney and income, will be provided later
- _____ Have the general ledger posted and balanced for the entire year
- _____ Prepare a trial balance worksheet reflecting balances after year-end adjusting entries have been posted
- _____ Have the payroll tax reports available for us, including reconciliation of payroll expense per the reports to the trial balance.
- _____ Copies of grant agreements
- _____ Copies of contracts with the third parties for consulting employment, professional services, etc.
- _____ Have available all non-standard adjusting journal entries for our review
- _____ Have available for our review time logs for services provided for Medicaid reimbursements available for our review.
- _____ Prepare an aged schedule of accounts receivable for 12/31/23
- _____ Prepare a schedule of all property and equipment, additions (copy of all invoices) and retirements showing cost, and for items sold, sales price.
- _____ Prepare a schedule of accounts payable, accrued expenses, and payroll withholding payable. Also, have the creditors' regular monthly statements for December.
- _____ Print the January and February 2024 check register, pull all invoices greater than \$1,000 for review (no need to copy)
- _____ Provide a copy of the 1/1/2024 – 1/15/2024 payroll journal for accrued salaries
- _____ Have available the reports showing the payments to LAGERS
- _____ Provide copies of the payroll tax reports for 12/31/2023
- _____ Have a listing of accrued leave payable at December 31, 2023 for our files (vacation or sick)
- _____ Prepare a schedule of accrued interest receivable
- _____ Contact the county for a listing of outstanding property taxes

**CHECKLIST OF INFORMATION TO BE
PREPARED BY CAMDEN COUNTY DEVELOPMENTAL
DISABILITY RESOURCES**

(Cont'd)

- _____ Prepare a schedule of prepaid expenses, have available for our review copies of the original invoice.
- _____ Listing of officers and directors
- _____ Please pull all invoices for the cash disbursements test, a sample will be e-mailed to you prior to field work.
- _____ Prepare schedule of real and personal property tax receivable and deferred.
- _____ Provide a reconciliation of TCM income to the 1099 from the Department of Social Services
- _____ Copy of original and final annual budget.



CAMDEN COUNTY SB40 BOARD OF DIRECTORS
RESOLUTION NO. 2024-18

RFP 2024-1: AWARD FOR IT INFRASTRUCTURE SERVICES & SUPPORTS

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 publicly requested proposals in accordance with Missouri Statutes and Agency Policy #31 – Procurement.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Camden County Senate Bill 40 Board (dba Camden County Developmental Disability Resources), hereafter referred to as the “Board”, recognizes the need to procure information technology (IT) infrastructure services and supports to support our current and expanding IT infrastructure services and supports needs.
2. That the Board publicly issued RFP 2024-1, IT Infrastructure Services & Supports, for competitive bidding and has performed all necessary procurement processes and evaluations.
3. That the Board authorizes the Executive Director to execute an Agreement with SumnerOne, Inc. to provide continued IT infrastructure services and supports effective 9/1/2024, which includes a “Non-Appropriation” Provision Addendum (see Attachment “A” hereto).
4. That the Board hereby authorizes the Agreement to include the:
 - SmartIT Standard Plan Proposal (see Attachment “B” hereto)
 - SmartIT Enterprise Plan Proposal (see Attachment “C” hereto)
5. A quorum has been established for vote on this resolution, this resolution has been approved by a majority Board vote as defined in the Board bylaws, and this resolution shall remain in effect until otherwise amended or changed.

Chairperson/Officer/Board Member

Date

Secretary/Vice Chairperson/Treasurer/Board Member

Date

Attachment “A” to
Resolution 2024-18



ADDENDUM

'NON-APPROPRIATION' PROVISION

Notwithstanding provisions to the contrary, Customer may terminate this contract at the end of any twelve (12) month period by giving written notice via mail, phone or electronic communication thirty (30) days prior to the end of such twelve (12) month period and providing written certification that funding is not available for managed IT services.

Accepted by: _____ **Title** _____ **Date** _____
(Customer)

Accepted by: _____ **Title** _____ **Date** _____
SumnerOne Inc (Company)

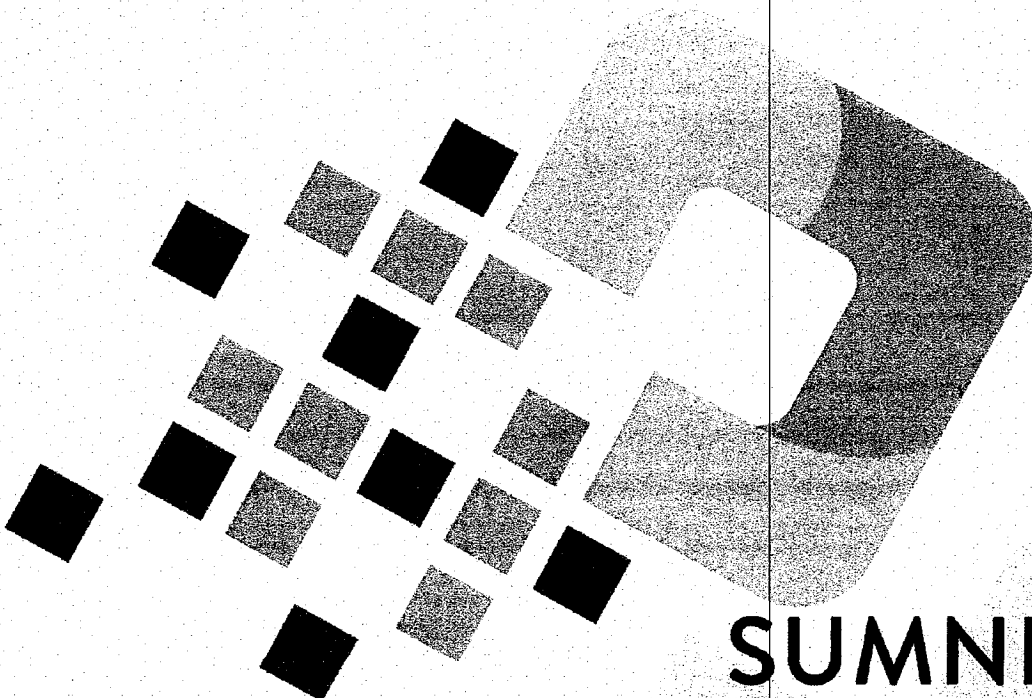
Attachment “B” to
Resolution 2024-18

SumnerOne, Inc.
6717 Waldemar Ave
St. Louis, Missouri 63139
Nholstein@SumnerOne.com

SmartIT Standard for Camden County Developmental Disability Resources

Quote #809033

Camden County Developmental Disability Resources



SUMNER ONE

www.sumnerone.com

Executive Summary

As a respected, trusted technology services provider in the surrounding five states, we appreciate the consideration of our organization to continue providing you with IT Support and Email Management Services. Our technicians, solutions architects and engineers are highly skilled, knowledgeable, and are up to date with the latest industry innovations in computers, servers, networks, cloud computing technologies, cyber security, and Business Continuity and Disaster Recovery (BCDR) solutions. We strive for superior quality and your complete satisfaction with every aspect of our service. As a matter of fact, we have a long-standing track record of providing exceptional customer service over the past 15 years. Our NPS (net promoter scores), which is a trusted benchmark for customer experiences in our industry consistently ranks in the mid 90's. It's the type of service that you can expect from SumnerOne.

SumnerOne's Commitment

As your trusted technology service provider, our goal is to provide you with the highest standards of technology, knowledge and support so that your business remains secure while leveraging technology to give you a competitive edge in the marketplace. Our mission is to help ensure that your technology is providing maximum performance in a secure environment, so you can focus on doing what you do best - Running your business.

We Understand Your Business

Our team is very knowledgeable regarding your computing environment and technology infrastructure. We understand your business requirements along with the technical skills and expertise needed to continue to support your business moving forward. We are prepared to team with your organization to deliver a technology platform from which you can grow and succeed. As your trusted technology advisor, our goal is to continually provide you with the highest standards of technology, knowledge, and best practices available in the industry.

Business Case/Value Proposition/Business Drivers for SMART IT

- Control IT costs - outsourcing converts fixed IT costs into variable costs and allows you get more for your valuable investment.
- Reduced Labor Costs - hiring and training an IT staff can be very expensive, and temporary employees don't always live up to your expectations. Outsourcing allows you to focus your human resources where you need them most.
- Trained, Experienced, Qualified, Certified - we have over 8 highly qualified and trained technical experts that have a vast amount of experience and wide range of technical expertise and technical certifications to handle all of your technology needs. Our engineers are an extension of your organization and provide you with a very high level of expertise to keep your infrastructure up and running.
- Qualified does not Equal Experienced - very few problems are new for the SumnerOne technology team, which see's related problems multiple times. Many in-house IT employees have isolated experiences and limited experiences.
- Increase Efficiency and Competitiveness - organizations that try and do all IT services in house themselves or outsource to one IT person have much higher research, development and implementation time, all of which increase costs and are ultimately passed on to your customers.
- Quickly Implement New Technology - the SumnerOne IT services organization will have the resources to start new projects right away. Handling the same project in-house might involve weeks or months to hire the right people, train them, and provide the support needed. SumnerOne will bring many years of experience and expertise in the beginning saving time and money.
- Stay Focused on Your Core Business - outsourcing can help your organization stay focused on your core business and not get distracted by complex IT decisions which are not revenue generating.
- Reduce risk - every business investment carries a certain amount of risk. Markets, competition, government regulations, financial conditions and technologies change very quickly. By outsourcing with SumnerOne, we assume and manage much of the risk for you with specific industry standards and knowledge, especially security and compliance issues.
- SumnerOne specializes in making better informed decisions on how to avoid risk in the IT area.
- Level the Playing Field - most small businesses can't afford to match the in-house support services that larger companies maintain. By outsourcing with SumnerOne, small companies can act big by having access to the similar technologies and expertise that larger companies enjoy. This independent third-party managed cost structure can give your company a competitive edge and economies of scale.
- Compliance and Security - the SumnerOne IT experts will ensure that your infrastructure is up to date on the compliance standards and the security standards needed so that your business operates efficiently and effectively to reduce risk, keep your data safe and minimize any fines associated with compliance areas.



Overview

Camden County Developmental Disability Resources has requested proposals to obtain pricing from qualified contractors for IT infrastructure services and supports.

This document will provide the pricing for those requested items.

Please note that Camden County Developmental Disability Resources has averaged 20 hours of support & travel time per month over the last 6 months.

This means that there may potentially be additional support costs for any work over the 5 monthly hours included in this quote.

General Description of Services:

SmartIT Enterprise Services & Support

SumnerOne will provide the noted SmartIT Enterprise Services for a period of five (5) years. The pricing, with noted discounts, contained within this proposal is offered for period of five (5) years:

- Workstations: SumnerOne will maintain and support twenty four (24) Windows based computers.
- Switches: SumnerOne will continue to support existing switch infrastructure (1)
- Wireless Access Points: SumnerOne will continue to support existing wireless access point (1)
- Firewalls: SumnerOne will continue to support existing firewall (1)
- Security Software: SumnerOne will continue to provide a 3-tiered Endpoint Security solution:
 - Anti-Virus
 - Anti-Malware
 - Anti-Ransomware
- Unused monthly support hours will roll over to be utilized as needed in subsequent months. All unused monthly hours are forfeit at the end of each twelve (12) month term.
- Travel time of more than 20 minutes from a SumnerOne regional office for on-site work will be debited/billed at a rate of \$90/hr in 15 minute increments
- Security Software: SumnerOne will provide and manage a 3-tiered endpoint security system. Updates, periodic scanning, and monitoring are managed by SumnerOne engineers.

SmartMail 365:

- Microsoft 365 E3 Licensing with e-mail, Advanced e-mail Threat Protection, and Cloud-to-Cloud backup: SumnerOne will provide as described in this section.
- Email & MS Office: SumnerOne will continue management of the existing Office365 licenses that are on a monthly plan. Currently identified as follows:
 - Microsoft 365 E3: 26

KnowBe4 Installation and Continuing Cybersecurity Education:

- SumnerOne will install and configure the KnowBe4 Software
- CCDDR will be part of the Diamond Training Plan with unlimited phishing security tests, Automated security awareness program, Monthly email exposure checks, and much more!

Quarterly Security Risk Assessment Perform and Record:

- Our engineers will perform and record the Quarterly Security Risk Assessment plus will run our HIPAA compliance tool in quarterly intervals.
- The reports will be generated and provided to Camden County Developmental Disability Resources for compliance records keeping.

Customer Responsibilities:

- Data Protection and Backup Clause:

Camden County Developmental Disability Resources acknowledges the critical importance of safeguarding company data against loss, corruption, or unauthorized access. As such, Camden County Developmental Disability Resources agrees to maintain a robust backup solution for all critical company data prior to the commencement of IT services provided by SumnerOne. The solution that Camden County Developmental Disability Resources utilizes must adhere to industry best practices and ensure the availability and integrity of



Quote

data in the event of system failures, cyberattacks, or unforeseen disasters.

Furthermore, Camden County Developmental Disability Resources agrees to regularly test the backup system to verify its effectiveness in restoring data and to promptly address any identified issues or deficiencies. Failure to maintain an adequate backup solution may result in limitations or delays in the delivery of IT services by SumnerOne, and Camden County Developmental Disability Resources acknowledges that SumnerOne shall not be held liable for any data loss or disruptions resulting from the absence of a proper backup strategy.

SumnerOne provides industry standard backup solutions if Camden County Developmental Disability Resources does not have a suitable solution in place. If SumnerOne is expected to manage Camden County Developmental Disability Resources' s data protection solution, we require it to be one of our standard offerings.

- Provide a clean and accessible work environment to facilitate a safe work environment for SumnerOne employees.
- Provide access to the facility (to include building(s) and room(s) needed for the project at the location(s).
- Provide contact person for scheduling, access, and/or emergency situations if needed.
- Provide continued network access, to include passwords, configurations, and documentation.

Completion Criteria: The on-boarding deemed complete when:

- Ensure deployed agents on all covered workstations have been tested and updated.
- Ensure anti-virus software tested and updated on all covered workstations.

SERVICE INCLUDED:

- **5 Hours** a month for enterprise (Monday through Friday, 8:00 AM to 5:00 PM) remote technical support and onsite service if needed (*Additional utilization will be charged on an hourly basis at a discounted rate of \$140/hr billed in 15-minute increments*).
- **24 x 7** network monitoring and patching
- **Annually:** Reviews of service, technical needs, improvements; organization; and IT Strategy and Consulting.
- **Monthly reports** provided (as requested).
- **On Demand:** Customer Portal Access to Support Tickets and other information.
- **Quarterly meetings** with administrative staff
- **Networking support and VoIP analysis + recommendations** provided so long as they are within the monthly services hours (*Additional utilization will be charged on an hourly basis at a discounted rate of \$140/hr billed in 15-minute increments*)

ENDPOINT SECURITY MANAGEMENT INCLUDED*:

- Deploy clients for Anti-Virus with Anti-Malware, and Anti-Ransomware protections.
- Update virus definitions.
- Proactively monitors threats in real-time on all covered devices.
- AI-powered models identify malware and ransomware binaries before they detonate with high degrees of precision.

****The maintenance and security of the network and technology environment is the responsibility of Camden County Developmental Disability Resources. Please review the Master Client Services Agreement in its entirety with special attention to Section (6) INSURANCE and Section (9) WARRANTIES, LIMITATIONS OF LIABILITY.***

AGREEMENT TERM AND RENEWAL:

This Agreement is effective upon the Signature Date and, unless otherwise stated, will remain in force for five (5) calendar years from Activation Date of services, and will be automatically renewed for additional one (1) year terms, unless terminated or modified by mutual written agreement of the parties given at least thirty (30) days prior to expiration of the preceding term but not more than ninety (90) days.



Quote

SumnerOne, Inc.
 6717 Waldemar Ave.
 St. Louis, MO 63139
 United States

T: 314-633-1437

Quote #	809033
Date	02 July 2024
Expires	14 August 2024
Contact	Nick Holstein

Prepared for Camden County Developmental Disability Resources
 Jeanna Booth
 100 3rd Street
 Camdenton, MO 65020
 United States

T: 5733179233
 E: jeanna@ccddr.org

SmartIT Standard for Camden County Developmental Disability Resources

SmartIT Standard Monthly Costs

Monthly Fees

Item	Qty	Price	Total
Standard Workstation/Laptop Support WORKSTATION SUPPORT INCLUDED: Remote monitoring and management of all covered workstations; Patch Management for supported Microsoft Operating systems and SumnerOne supplied Anti-Virus software. <ul style="list-style-type: none"> • Currently twenty four (24) Workstations: <ul style="list-style-type: none"> • Twenty four (24) - Windows 10 or above computers • Each additional supported Workstation/Laptop will add \$55/month ENDPOINT SECURITY MANAGEMENT INCLUDED*: <ul style="list-style-type: none"> • Deploy clients for Anti-Virus with Anti-Malware, and Anti-Ransomware protections • Update virus definitions • Proactively monitors threats in real-time • AI-powered models identify malware and ransomware binaries with high degrees of precision *The maintenance and security of the network and technology infrastructure environment is the responsibility of [QuoteToCustomer.AccountName]. Please review the Master Client Services Agreement in its entirety with special attention to Section (6) INSURANCE and Section (9) WARRANTIES, LIMITATIONS OF LIABILITY.	24	\$55.00	\$1,320.00 [†]
Standard Firewall/Router Support NETWORK FIREWALL/ROUTER SUPPORT INCLUDED: Remote monitoring and management of all covered network firewalls; Patch Management for all supported network firewalls. <ul style="list-style-type: none"> • One (1) firewall with integrated wireless access point • Each additional supported firewall or router will add \$45/month 	1	\$45.00	\$45.00 [†]



Quote

Standard Switch Support

1 \$25.00 **\$25.00†**

NETWORK SWITCH SUPPORT INCLUDED:

Remote monitoring and management of all covered and capable network switches; Patch Management for all supported network switching devices.

- One (1) switch
- Each additional supported network switch will add **\$25/month**

Standard WAP Support

1 \$25.00 **\$25.00†**

NETWORK WIRELESS ACCESS POINT SUPPORT INCLUDED:

Remote monitoring and management of all covered and capable wireless access points; Patch Management for all supported wireless access points.

- One (1) wireless access point
- Each additional supported wireless access point will add **\$25/month**

** Recurring fees billed monthly with 0 upfront payment(s).*

Monthly Subtotal \$1,415.00

SmartIT Administrative Fees

One-Time Fees

Item	Qty	Price	Total
Standard Administration Fee	1	\$540.00	\$540.00†

\$540.00 charged once annually for 5 years, for a total of \$2,700.00.

Annual account administration/project management fee charged on the 1st day of service and each subsequent anniversary date of agreement.

One-Time Subtotal \$540.00

SmartMAIL/ O365

Monthly Fees

Item	Qty	Price	Total
------	-----	-------	-------



<p>SmartMail Microsoft 365 E3</p> <p>Microsoft 365 E3 - Monthly Commitment for Licensing Discounts are available for an annual account plan!</p> <ul style="list-style-type: none"> • Includes installed Office client apps on up to 5 PCs, 5 tablets and 5 mobile devices • Includes email and calendar with Outlook and Exchange, and also includes Bookings • Includes Teams for collaboration through chat, meetings, content and calling • Includes all device and app management capabilities: Windows, Intune and Endpoint Manager, etc. • Includes SharePoint, Yammer and Viva • Complete files and content capability with OneDrive with 5 TB of initial storage, Lists, Forms, Visio and more • Complete work management capabilities including Power Apps, Power Automate, Planner and more • Identity and access management with Azure Active Directory Premium Plan 1 • Includes threat protection with Advanced Threat Analytics, MS Defender and Defender for Endpoint P1 • Information protection with data loss prevention for email and files, Windows Information Protection and Azure Information Protection P1 • Complete security management for further visibility into your cloud apps and services to help combat cyberthreats 	26	\$44.15	\$1,147.90
<p>Advanced Email Threat Protection</p> <p>Advanced Email Threat Protection provides security and control of inbound and outbound email through a simple cloud-native interface. The solution automatically protects your people from today's threats and unwanted email such as malware, phishing, ransomware, spam, unsolicited bulk email and impersonation-based attacks (business email compromise).</p>	23	\$3.00	\$69.00
<p>Cloud-to-Cloud Backup (Replacing Datto SaaS)</p> <p>Backup and Restore is for companies who want to stay resilient against accidental data loss. Backup and Restore offers cloud-to-cloud backup, the ability to ensure business continuity, and helps stay compliant with regulations. Key features include unlimited storage and retention, recovery from any point-in-time, and the ability to backup to a location of your choice.</p>	30	\$3.00	\$90.00

* Recurring fees billed monthly with 0 upfront payment(s).

Monthly Subtotal **\$1,306.90**

CyberSecurity Training & Assessments

One-Time Fees

Item	Qty	Price	Total
<p>Setup, installation, and configuration of all CyberSecurity Training</p> <p>Setup, installation, and configuration of all purchased CyberSecurity Training software. Listed price to be paid one (1) time.</p>	1	\$900.00	\$900.00



Quote

Diamond Training Plan Annual License

1

\$897.00

\$897.00

\$897 paid once annually for 5 years

This product will take the place of the annual cybersecurity training for all staff. We find that this method has a better results compared to the one and done training, especially knowing that end-users are a regular vector for cyber attacks.

5 year contract for 1-25 licenses on the Diamond Training Plan.
 Price already reflects non-profit pricing. Listed price is paid annually.
 Listed Below are the features and modules included with the Diamond Plan:

- Unlimited Phishing security Tests
- Automated Security Awareness Program (ASAP)
- Security 'Hints & Tips'
- KnowBe4 Learning App
- Training Access Level I
- Automated Training Campaigns
- Brandable Content
- Assessments
- AI-Recommended Training
- Phish Alert Button
- Phishing Reply Tracking
- SSO/SAML Integration
- Industry Benchmarking
- Virtual Risk Officer TM
- Advanced Reporting
- Training Access Level II
- Monthly Email Exposure Check
- Smart Groups
- Reporting APIs
- User Event API
- Security Roles
- Social Engineering Indicators (SEI)
- USB Drive Test
- Priority Level Support
- Training Access Level III
- AI-Driven Phishing
- AI-Recommended Optional Learning
- Password IQ

Perform and Record Quarterly Security Risk Assessment (charged per assessment)

1

\$560.00

\$560.00

\$560 charged quarterly for each assessment performed (\$2,240 annually)

Our engineers will perform and record the Quarterly Security Risk Assessment plus will run our HIPAA compliance tool in quarterly intervals.

The reports will be generated and provided to Camden County Developmental Disability Resources for compliance records keeping.

One-Time Subtotal

\$2,357.00



Quote

Summary

† Non-taxable item

Please contact us if you have any questions.

Total One-Time	\$2,897.00 USD
Total Monthly	\$2,721.90 USD

Cost Breakdown

Category	One-Time Fees	Monthly Fees
SmartIT / Standard	—	\$1,415.00
Annual Admin, Project Mgmt, & Business Review Fees	\$540.00	—
SmartMAIL/Microsoft 365	—	\$1,216.90
SmartBACKUP / Cloud to Cloud	—	\$90.00
Professional Services / Installation	\$900.00	—
SmartSECURITY / Cybersecurity User Awareness Training Annual Fees	\$897.00	—
SmartSECURITY / Quarterly Security Review Fees	\$560.00	—
Total	\$2,897.00 USD	\$2,721.90 USD

Region: Springfield



HELP-DESK SUPPORT INCLUDED:

- 5 Hours a month for standard (Monday through Friday, 8:00 AM to 5:00 PM) remote technical support and onsite service if needed (*Additional utilization will be charged on an hourly basis at a discounted rate of \$140/hr billed in 15-minute increments*).
- 24 x 7 network monitoring and patching
- Travel time of more than 20 minutes from a SumnerOne regional office for on-site work will be debited/billed at a rate of \$90/hr in 15 minute increments
- Devices that cannot be fixed remotely will be shipped at customer expense to a SumnerOne support center to be repaired. SumnerOne will pay return ground shipping costs after repairs are made.
- Annually: Reviews of service, technical needs, improvements, organization; IT Strategy and Consulting
- Bi-Yearly: Account Reviews, Technology budgeting, and planning meetings
- Monthly reports provided (as requested)
- On Demand: Customer Portal Access to Support Tickets and other information

AFTER HOURS HELP-DESK SUPPORT ADD-ONS:

- Emergency after-hours support is available as needed
- Any utilization will be debited against available hours or charged on an hourly basis (*if monthly hours have been exhausted*)
 - Evening and Weekend support 1.5 x contracted discount hourly rate (**\$140/hr**)
 - Sunday and holiday support 2.0 x contracted discount hourly rate (**\$140/hr**)

AGREEMENT TERM AND RENEWAL: This Agreement is effective upon the Signature Date and, unless otherwise stated, will remain in force for five (5) calendar years from Activation Date of services, and will be automatically renewed for additional one (1) year terms, unless terminated or modified by mutual written agreement of the parties given at least thirty (30) days prior to expiration of the preceding term but not more than ninety (90) days.

Purchase: ALL GOODS F.O.B. SHIPPING POINT UNLESS OTHERWISE SPECIFIED, ORDER SUBJECT TO COMPANY ACCEPTANCE. It is understood and agreed that title to the above described property shall remain with the seller until the full amount of the purchase price has been paid accordingly to the terms of specified above. If default occurs in the payment of said purchase price or any installment due therein, the seller may repossess said property with or without due process of law, and that upon default in the payment in any installment as specified, the entire purchase price shall become due at the option of the seller. THERE ARE NO AGREEMENTS OR PRICES OTHER THAN SPECIFIED ON THIS ORDER. TERMS: NET CASH, SUBJECT TO CREDIT ACCEPTANCE FROM SUMNERONE. PAST DUE ACCOUNTS SUBJECT TO FINANCE CHARGES.

SumnerOne and all individual representatives of the aforementioned entities are not liable for errors and omissions in the System Design included herein and shall be held harmless for such errors or omissions. It is the responsibility of the client to provide, to the best of their ability, a complete overview and working knowledge of their system(s) and infrastructure. For security purposes SumnerOne will take ownership of all hardware replaced by this proposal. SumnerOne will remove, securely wipe, recycle, and properly dispose of all hardware unless previous arrangements have been made and noted on the proposal.

Lease: TERMS AND CONDITIONS ARE SPECIFIED ON THE SEPARATE LEASE AGREEMENT. THE LEASE AGREEMENT IS SUBJECT TO CREDIT ACCEPTANCE FROM SUMNERONE, AND IS NOT A CONTRACT UNTIL SIGNED AT THE CORPORATE OFFICES BY AN AUTHORIZED REPRESENTATIVE.

Return Policy: All sales of computer software and hardware are final unless otherwise noted by a manufacturer specific warranty or return policy. Should a return or exchange be needed, the Customer will assume responsibility of any and all fees including but not limited to restocking and shipping fees associated with the order unless deemed an error on behalf of SumnerOne. All computer software or hardware must be in its original packaging with proper UPC codes and receipts when returned or exchanged. Time limits for returns and exchanges will be based on the individual manufacturer's standards.

Additional payment may be required to cover taxes and shipping fees; the quote total is based on standard shipping and local tax laws and regulations. The total billed invoice amount may differ from the quote total due to the aforementioned taxes and shipping fees. The price of any and all goods and services quoted are not subject to change without customer approval. All pricing is good until August 14th, 2024. We reserve the right to cancel orders arising from pricing or other errors.



SUMNER ONE

Quote

ACCEPTANCE OF PROPOSAL:

Camden County Developmental Disability Resources

Authorizing Signature: _____

Print Name: _____

Date: _____

Title: _____

SumnerOne, Inc.

Authorizing Signature: _____

Print Name: _____

Date: _____

Title: _____

EXHIBIT 3 - Standard

Bid Summary

Item Numbers

1. Monthly IT management/administration (ongoing monthly service plan):
 - a. Systems maintenance
 - b. Systems repairs (employee reported issues – i.e. work tickets)
 - c. Systems monitoring
 - d. Systems updates
 - e. Test and maintain network integrity
 - f. Perform periodic systems and database security testing
 - g. Systems security analysis data gathering, provide recommendations, and document security testing/findings/recommendations (i.e. summary reports)
 - h. General technical support

Flat/Monthly Fee: *See Below Hourly Fee: Other Fee:

Breakdown is as follows:

PCs - \$55 each

Firewalls - \$45 each

Switches - \$25 each

Wireless Access Points - \$25 each

2. Hardware and software installation, replacement, and/or repairs

Flat/Monthly Fee: Hourly Fee: Other Fee: Included in Monthly/Annual fees \$140 per hr if time exceeds monthly hours

3. Shredding of obsolete or unused hard drives and other physical data storage devices

Flat/Monthly Fee: Hourly Fee: Other Fee: \$20 per HD

4. Reconfiguring laptops and other hardware/software for new employees or reassignment to different employees (includes "cleaning" the laptop)

Flat/Monthly Fee: Hourly Fee: Other Fee: Included in Monthly/Annual fees \$140 per hr if time exceeds monthly hours

5. IT Strategy & Consulting (ongoing analysis/recommendation of technology needs, policy changes, and procedure changes as well as consultative services for the purchase of new hardware and/or software)

Flat/Monthly Fee: Hourly Fee: Other Fee: Up to 2 hours a month then \$140 per hr if time exceeds monthly hours

6. Networking support and VoIP (ongoing analysis and recommendations for improvements to create a well-functioning, reliable, and efficient infrastructure)

Flat/Monthly Fee: Hourly Fee: Other Fee: Included in Monthly/Annual fees \$140 per hr if time exceeds monthly hours

7. Annual cybersecurity training for all staff

Flat/Monthly Fee: Hourly Fee: Other Fee: \$897 (1-25 users) annually for KnowB4 Training

8. Perform and record quarterly security risk assessments (<https://www.healthit.gov/topic/privacy-security-andhipaa/security-risk-assessment-tool>)

Flat/Monthly Fee: Hourly Fee: Other Fee: \$560 per quarterly assessment

9. Quarterly meetings with administrative staff

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: Included in Monthly/Annual fees \$140 per hr if time exceeds monthly hours

10. Cybersecurity incident mitigation, response, and remediation as well as data restoration

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: \$225 per hour for incident response

Please list any other information pertinent to the services you are proposing:

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- Firewalls: SumnerOne will continue to support existing firewalls (1)
- Security Software: SumnerOne will continue to provide a 3-tiered Endpoint Security solution: - Anti-Virus
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- Anti-Ransomware
- Unused monthly support hours will roll over to be utilized as needed in subsequent months.

All unused monthly hours are forfeit at the end of each twelve (12) month term.

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- Security Software: SumnerOne will provide and manage a 3-tiered endpoint security system. Updates, periodic scanning, and monitoring are managed by SumnerOne engineers.

SmartMAIL / Microsoft 365:

- Microsoft 365 E3 Licensing with e-mail, Advanced e-mail Threat Protection, and Cloud-to-Cloud backup:

SumnerOne will provide as described in this section.

- Email & MS Office: SumnerOne will continue management of the existing Office365 licenses that are on a monthly plan. Discounts are available for an annual account plan!

- Currently identified as follows:

- Microsoft 365 E3: 26

KnowBe4 Installation and Continuing Cybersecurity Education:

This will take the place of the annual Cybersecurity training for all staff.

We find that this method has a better results compared to the one and done training, especially knowing that end-users are a regular vector for cyber attacks.

- SumnerOne will install and configure the KnowBe4 Software
- CCDDR will be part of the Diamond Training Plan with unlimited phishing security tests, Automated security awareness program, Monthly email exposure checks, and much more!

Quarterly Security Risk Assessment Perform and Record:

- Our engineers will perform and record the Quarterly Security Risk Assessment plus will run our HIPAA compliance tool in quarterly intervals.

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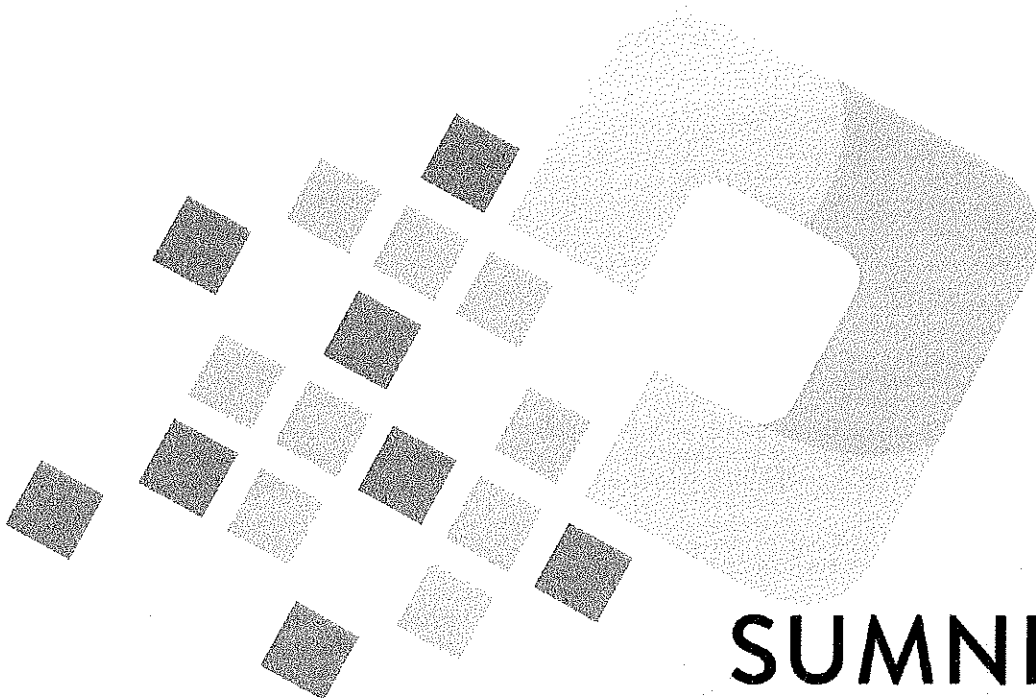
Attachment “C” to
Resolution 2024-18

SumnerOne, Inc.
6717 Waidemar Ave.
St. Louis, Missouri 63139
Nholstein@SumnerOne.com

SmartIT Enterprise for Camden County Developmental Disability Resources

Quote #809032

Camden County Developmental Disability Resources



SUMNER ONE

www.sumnerone.com

Executive Summary

As a respected, trusted technology services provider in the surrounding five states, we appreciate the consideration of our organization to continue providing you with IT Support and Email Management Services. Our technicians, solutions architects and engineers are highly skilled, knowledgeable, and are up to date with the latest industry innovations in computers, servers, networks, cloud computing technologies, cyber security, and Business Continuity and Disaster Recovery (BCDR) solutions. We strive for superior quality and your complete satisfaction with every aspect of our service. As a matter of fact, we have a long-standing track record of providing exceptional customer service over the past 15 years. Our NPS (net promoter scores), which is a trusted benchmark for customer experiences in our industry consistently ranks in the mid 90's. It's the type of service that you can expect from SumnerOne.

SumnerOne's Commitment

As your trusted technology service provider, our goal is to provide you with the highest standards of technology, knowledge and support so that your business remains secure while leveraging technology to give you a competitive edge in the marketplace. Our mission is to help ensure that your technology is providing maximum performance in a secure environment, so you can focus on doing what you do best - Running your business.

We Understand Your Business

Our team is very knowledgeable regarding your computing environment and technology infrastructure. We understand your business requirements along with the technical skills and expertise needed to continue to support your business moving forward. We are prepared to team with your organization to deliver a technology platform from which you can grow and succeed. As your trusted technology advisor, our goal is to continually provide you with the highest standards of technology, knowledge, and best practices available in the industry.

Business Case/Value Proposition/Business Drivers for SMART IT

- Control IT costs - outsourcing converts fixed IT costs into variable costs and allows you get more for your valuable investment.
- Reduced Labor Costs - hiring and training an IT staff can be very expensive, and temporary employees don't always live up to your expectations. Outsourcing allows you to focus your human resources where you need them most.
- Trained, Experienced, Qualified, Certified - we have over 8 highly qualified and trained technical experts that have a vast amount of experience and wide range of technical expertise and technical certifications to handle all of your technology needs. Our engineers are an extension of your organization and provide you with a very high level of expertise to keep your infrastructure up and running.
- Qualified does not Equal Experienced - very few problems are new for the SumnerOne technology team, which see's related problems multiple times. Many in-house IT employees have isolated experiences and limited experiences.
- Increase Efficiency and Competitiveness - organizations that try and do all IT services in house themselves or outsource to one IT person have much higher research, development and implementation time, all of which increase costs and are ultimately passed on to your customers.
- Quickly Implement New Technology - the SumnerOne IT services organization will have the resources to start new projects right away. Handling the same project in-house might involve weeks or months to hire the right people, train them, and provide the support needed. SumnerOne will bring many years of experience and expertise in the beginning saving time and money.
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Customer Responsibilities:

- Data Protection and Backup Clause:

Camden County Developmental Disability Resources acknowledges the critical importance of safeguarding company data against loss, corruption, or unauthorized access. As such, Camden County Developmental Disability Resources agrees to maintain a robust backup solution for all critical company data prior to the commencement of IT services provided by SumnerOne. The solution that Camden County Developmental Disability Resources utilizes must adhere to industry best practices and ensure the availability and integrity of data in the event of system failures, cyberattacks, or unforeseen disasters.

Furthermore, Camden County Developmental Disability Resources agrees to regularly test the backup system to verify its effectiveness in restoring data and to promptly address any identified issues or deficiencies. Failure to maintain an adequate backup solution may result in limitations or delays in the delivery of IT services by SumnerOne, and Camden County Developmental Disability Resources acknowledges that SumnerOne shall not be held liable for any data loss or disruptions resulting from the absence of a proper backup strategy.

SumnerOne provides industry standard backup solutions if Camden County Developmental Disability Resources does not have a suitable solution in place. If SumnerOne is expected to manage Camden County Developmental Disability Resources' s data protection solution, we require it to be one of our standard offerings.

- Provide a clean and accessible work environment to facilitate a safe work environment for SumnerOne employees.
- Provide access to the facility (to include building(s) and room(s) needed for the project at the location(s).
- Provide contact person for scheduling, access, and/or emergency situations if needed.
- Provide continued network access, to include passwords, configurations, and documentation.

Completion Criteria: The on-boarding deemed complete when:

- Ensure deployed agents on all covered workstations have been tested and updated.
- Ensure anti-virus software tested and updated on all covered workstations.

SERVICE INCLUDED:

- **20 Hours** a month for enterprise (Monday through Friday, 8:00 AM to 5:00 PM) remote technical support and onsite service if needed (*Additional utilization will be charged on an hourly basis at a discounted rate of \$130/hr billed in 15-minute increments*).
- **24 x 7** network monitoring and patching
- Annually: Reviews of service, technical needs, improvements; organization; and IT Strategy and Consulting.
- Monthly reports provided (as requested).
- On Demand: Customer Portal Access to Support Tickets and other information.
- Quarterly meetings with administrative staff
- Networking support and VoIP analysis + recommendations provided so long as they are within the monthly services hours (*Additional utilization will be charged on an hourly basis at a discounted rate of \$130/hr billed in 15-minute increments*)

ENDPOINT SECURITY MANAGEMENT INCLUDED*:

- Deploy clients for Anti-Virus with Anti-Malware, and Anti-Ransomware protections.
- Update virus definitions.
- Proactively monitors threats in real-time on all covered devices.
- AI-powered models identify malware and ransomware binaries before they detonate with high degrees of precision.

****The maintenance and security of the network and technology environment is the responsibility of Camden County Developmental Disability Resources . Please review the Master Client Services Agreement in its entirety with special attention to Section (6) INSURANCE and Section (9) WARRANTIES, LIMITATIONS OF LIABILITY.***

AGREEMENT TERM AND RENEWAL:

This Agreement is effective upon the Signature Date and, unless otherwise stated, will remain in force for five (5) calendar years from Activation Date of services, and will be automatically renewed for additional one (1) year terms, unless terminated or modified by mutual written agreement of the parties given at least thirty (30) days prior to expiration of the preceding term but not more than ninety (90) days.



Quote

SumnerOne, Inc.
6717 Waldemar Ave.
St. Louis, MO 63139
United States
T: 314-633-1437

Quote # 809032
Date 02 July 2024
Expires 14 August 2024
Contact Nick Holstein

Prepared for Camden County Developmental Disability Resources
Jeanna Booth
100 3rd Street
Camdenton, MO 65020
United States
T: 5733179233
E: jeanna@ccddr.org

SmartIT Enterprise for Camden County Developmental Disability Resources

SmartIT Enterprise Monthly Costs

Monthly Fees

Item	Qty	Price	Total
Enterprise Workstation/Laptop Support	24	\$75.00	\$1,800.00 [†]

WORKSTATION SUPPORT INCLUDED:

Remote monitoring and management of all covered workstations; Patch Management for supported Microsoft Operating systems and SumnerOne supplied Anti-Virus software.

- Currently twenty four (24) Workstations:
 - Twenty four (24) - Windows 10 or above computers
- Each additional supported Workstation/Laptop will add \$75/month
- Includes quarterly meetings with administrative staff

ENDPOINT SECURITY MANAGEMENT INCLUDED*:

- Deploy clients for Anti-Virus with Anti-Malware, and Anti-Ransomware protections
- Update virus definitions
- Proactively monitors threats in real-time
- AI-powered models identify malware and ransomware binaries with high degrees of precision

*The maintenance and security of the network and technology infrastructure environment is the responsibility of [QuoteToCustomer.AccountName]. Please review the Master Client Services Agreement in its entirety with special attention to Section (6) INSURANCE and Section (9) WARRANTIES, LIMITATIONS OF LIABILITY.



Quote

Enterprise Switch Support	1	\$30.00	\$30.00[†]
NETWORK SWITCH SUPPORT INCLUDED:			
Remote monitoring and management of all covered and capable network switches; Patch Management for all supported network switching devices.			
<ul style="list-style-type: none"> • One (1) switch • Each additional supported network switch will add \$30/month 			
Enterprise Firewall/Router Support	1	\$55.00	\$55.00[†]
NETWORK FIREWALL/ROUTER SUPPORT INCLUDED:			
Remote monitoring and management of all covered network firewalls; Patch Management for all supported network firewalls.			
<ul style="list-style-type: none"> • One (1) firewall with integrated wireless access point • Each additional supported firewall or router will add \$55/month 			
Enterprise WAP Support	1	\$30.00	\$30.00[†]
NETWORK WIRELESS ACCESS POINT SUPPORT INCLUDED:			
Remote monitoring and management of all covered and capable wireless access points; Patch Management for all supported wireless access points.			
<ul style="list-style-type: none"> • One (1) wireless access point • Each additional supported wireless access point will add \$30/month 			
Enterprise Minimum Monthly Contracted Amount	1	\$1,085.00	\$1,085.00
Minimum monthly contracted amount for the 20 monthly hours of support			

** Recurring fees billed monthly with 0 upfront payment(s).*

Monthly Subtotal	\$3,000.00
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SmartIT Administrative Fees

One-Time Fees

Item	Qty	Price	Total
Enterprise Administration Fee	1	\$840.00	\$840.00[†]
<p>\$840.00 charged once annually for 5 years, for a total of \$4,200.00.</p> <p>Annual account administration/project management fee charged on the 1st day of service and each subsequent anniversary date of agreement.</p>			
One-Time Subtotal			\$840.00

SmartMAIL/ O365

Monthly Fees

Item	Qty	Price	Total
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SmartMail Microsoft 365 E3	26	\$44.15	\$1,147.90
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Microsoft 365 E3 - Monthly Commitment for Licensing

- Includes installed Office client apps on up to 5 PCs, 5 tablets and 5 mobile devices
- Includes email and calendar with Outlook and Exchange, and also includes Bookings
- Includes Teams for collaboration through chat, meetings, content and calling
- Includes all device and app management capabilities: Windows, Intune and Endpoint Manager, etc.
- Includes SharePoint, Yammer and Viva
- Complete files and content capability with OneDrive with 5 TB of initial storage, Lists, Forms, Visio and more
- Complete work management capabilities including Power Apps, Power Automate, Planner and more
- Identity and access management with Azure Active Directory Premium Plan 1
- Includes threat protection with Advanced Threat Analytics, MS Defender and Defender for Endpoint P1
- Information protection with data loss prevention for email and files, Windows Information Protection and Azure Information Protection P1
- Complete security management for further visibility into your cloud apps and services to help combat cyberthreats

Advanced Email Threat Protection	23	\$3.00	\$69.00
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Advanced Email Threat Protection provides security and control of inbound and outbound email through a simple cloud-native interface. The solution automatically protects your people from today's threats and unwanted email such as malware, phishing, ransomware, spam, unsolicited bulk email and impersonation-based attacks (business email compromise).

Cloud-to-Cloud Backup (Replacing Datto SaaS)	30	\$3.00	\$90.00
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Backup and Restore is for companies who want to stay resilient against accidental data loss. **Backup and Restore** offers cloud-to-cloud backup, the ability to ensure business continuity, and helps stay compliant with regulations. Key features include unlimited storage and retention, recovery from any point-in-time, and the ability to backup to a location of your choice.

** Recurring fees billed monthly with 0 upfront payment(s).*

Monthly Subtotal	\$1,306.90
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CyberSecurity Training & Assessments

One-Time Fees

Item	Qty	Price	Total
Setup, installation, and configuration of all CyberSecurity Training	1	\$900.00	\$900.00
Setup, installation, and configuration of all purchased CyberSecurity Training software. Listed price to be paid one (1) time.			



Quote

Diamond Training Plan Annual License	1	\$897.00	\$897.00
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\$897 paid once annually for 5 years

This product will take the place of the annual cybersecurity training for all staff. We find that this method has a better results compared to the one and done training, especially knowing that end-users are a regular vector for cyber attacks.

5 year contract for 1-25 licenses on the Diamond Training Plan. Price already reflects non-profit pricing. Listed price is paid annually. Listed Below are the features and modules included with the Diamond Plan:

- Unlimited Phishing security Tests
- Automated Security Awareness Program (ASAP)
- Security 'Hints & Tips'
- KnowBe4 Learning App
- Training Access Level I
- Automated Training Campaigns
- Brandable Content
- Assessments
- AI-Recommended Training
- Phish Alert Button
- Phishing Reply Tracking
- SSO/SAML Integration
- Industry Benchmarking
- Virtual Risk Officer TM
- Advanced Reporting
- Training Access Level II
- Monthly Email Exposure Check
- Smart Groups
- Reporting APIs
- User Event API
- Security Roles
- Social Engineering Indicators (SEI)
- USB Drive Test
- Priority Level Support
- Training Access Level III
- AI-Driven Phishing
- AI-Recommended Optional Learning
- Password IQ

Perform and Record Quarterly Security Risk Assessment (charged per assessment)	1	\$560.00	\$560.00
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\$560 charged quarterly for each assessment performed (\$2,240 annually)

Our engineers will perform and record the Quarterly Security Risk Assessment plus will run our HIPAA compliance tool in quarterly intervals. The reports will be generated and provided to Camden County Developmental Disability Resources for compliance records keeping.

One-Time Subtotal	\$2,357.00
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Summary

[†] Non-taxable item

Please contact us if you have any questions.

Total One-Time	\$3,197.00 USD
Total Monthly	\$4,306.90 USD

Cost Breakdown

Category	One-Time Fees	Monthly Fees
SmartIT / Enterprise	—	\$3,000.00
Annual Admin, Project Mgmt, & Business Review Fees	\$840.00	—
SmartMAIL/Microsoft 365	—	\$1,216.90
SmartBACKUP / Cloud to Cloud	—	\$90.00
Professional Services / Installation	\$900.00	—
SmartSECURITY / Cybersecurity User Awareness Training Annual Fees	\$897.00	—
SmartSECURITY / Quarterly Security Review Fees	\$560.00	—
Total	\$3,197.00 USD	\$4,306.90 USD

Region: Springfield

HELP-DESK SUPPORT INCLUDED:

- **20 Hours** a month for standard (Monday through Friday, 8:00 AM to 5:00 PM) remote technical support and onsite service if needed (*Additional utilization will be charged on an hourly basis at a discounted rate of \$130/hr billed in 15-minute increments*).
- **24 x 7** network monitoring and patching
- Travel time of more than 20 minutes from a SumnerOne regional office for on-site work will be debited/billed at a rate of \$90/hr in 15 minute increments
- Devices that cannot be fixed remotely will be shipped at customer expense to a SumnerOne support center to be repaired. SumnerOne will pay return ground shipping costs after repairs are made.
- **Annually:** Reviews of service, technical needs, improvements, organization; IT Strategy and Consulting
- **Bi-Yearly:** Account Reviews, Technology budgeting, and planning meetings
- **Monthly reports** provided (as requested)
- **On Demand:** Customer Portal Access to Support Tickets and other information

AFTER HOURS HELP-DESK SUPPORT ADD-ONS:

- Emergency after-hours support is available as needed
- Any utilization will be debited against available hours or charged on an hourly basis (*if monthly hours have been exhausted*)
 - Evening and Weekend support 1.5 x contracted discount hourly rate (**\$130/hr**)
 - Sunday and holiday support 2.0 x contracted discount hourly rate (**\$130/hr**)

AGREEMENT TERM AND RENEWAL: This Agreement is effective upon the Signature Date and, unless otherwise stated, will remain in force for five (5) calendar years from Activation Date of services, and will be automatically renewed for additional one (1) year terms, unless terminated or modified by mutual written agreement of the parties given at least thirty (30) days prior to expiration of the preceding term but not more than ninety (90) days.

Purchase: ALL GOODS F.O.B. SHIPPING POINT UNLESS OTHERWISE SPECIFIED, ORDER SUBJECT TO COMPANY ACCEPTANCE. It is understood and agreed that little to the above described property shall remain with the seller until the full amount of the purchase price has been paid accordingly to the terms of specified above. If default occurs in the payment of said purchase price or any installment due therein, the seller may repossess said property with or without due process of law, and that upon default in the payment in any installment as specified, the entire purchase price shall become due at the option of the seller. THERE ARE NO AGREEMENTS OR PRICES OTHER THAN SPECIFIED ON THIS ORDER. TERMS: NET CASH, SUBJECT TO CREDIT ACCEPTANCE FROM SUMNERONE. PAST DUE ACCOUNTS SUBJECT TO FINANCE CHARGES.

SumnerOne and all individual representatives of the aforementioned entities are not liable for errors and omissions in the System Design included herein and shall be held harmless for such errors or omissions. It is the responsibility of the client to provide, to the best of their ability, a complete overview and working knowledge of their system(s) and infrastructure. For security purposes SumnerOne will take ownership of all hardware replaced by this proposal. SumnerOne will remove, securely wipe, recycle, and properly dispose of all hardware unless previous arrangements have been made and noted on the proposal.

Lease: TERMS AND CONDITIONS ARE SPECIFIED ON THE SEPARATE LEASE AGREEMENT. THE LEASE AGREEMENT IS SUBJECT TO CREDIT ACCEPTANCE FROM SUMNERONE, AND IS NOT A CONTRACT UNTIL SIGNED AT THE CORPORATE OFFICES BY AN AUTHORIZED REPRESENTATIVE.

Return Policy: All sales of computer software and hardware are final unless otherwise noted by a manufacturer specific warranty or return policy. Should a return or exchange be needed, the Customer will assume responsibility of any and all fees including but not limited to restocking and shipping fees associated with the order unless deemed an error on behalf of SumnerOne. All computer software or hardware must be in its original packaging with proper UPC codes and receipts when returned or exchanged. Time limits for returns and exchanges will be based on the individual manufacturer's standards.

Additional payment may be required to cover taxes and shipping fees; the quote total is based on standard shipping and local tax laws and regulations. The total billed invoice amount may differ from the quote total due to the aforementioned taxes and shipping fees. The price of any and all goods and services quoted are not subject to change without customer approval. All pricing is good until August 14th, 2024. We reserve the right to cancel orders arising from pricing or other errors.



Quote

ACCEPTANCE OF PROPOSAL:

Camden County Developmental Disability Resources

Authorizing Signature: _____

Date: _____

Print Name: _____

Title: _____

SumnerOne, Inc.

Authorizing Signature: _____

Date: _____

Print Name: _____

Title: _____

EXHIBIT 3 – Enterprise Plan

Bid Summary

Item Numbers

1. Monthly IT management/administration (ongoing monthly service plan):
 - a. Systems maintenance
 - b. Systems repairs (employee reported issues – i.e. work tickets)
 - c. Systems monitoring
 - d. Systems updates
 - e. Test and maintain network integrity
 - f. Perform periodic systems and database security testing
 - g. Systems security analysis data gathering, provide recommendations, and document security testing/findings/recommendations (i.e. summary reports)
 - h. General technical support

Flat/Monthly Fee: *See below Hourly Fee: _____ Other Fee: _____

Breakdown is as follows:

PCs - \$75 each

Firewalls - \$55 each

Switches - \$30 each

Wireless Access Points - \$30 each

2. Hardware and software installation, replacement, and/or repairs

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: Included in Monthly/Annual fees \$130 per hr if time exceeds monthly hours

3. Shredding of obsolete or unused hard drives and other physical data storage devices

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: \$20 per HD

4. Reconfiguring laptops and other hardware/software for new employees or reassignment to different employees (includes “cleaning” the laptop)

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: Included in Monthly/Annual fees \$130 per hr if time exceeds monthly hours

5. IT Strategy & Consulting (ongoing analysis/recommendation of technology needs, policy changes, and procedure changes as well as consultative services for the purchase of new hardware and/or software)

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: Up to 2 hours per month \$130 per hr if time exceeds monthly hours

6. Networking support and VoIP (ongoing analysis and recommendations for improvements to create a well-functioning, reliable, and efficient infrastructure)

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: Included in Monthly/Annual fees \$130 per hr if time exceeds monthly hours

7. Annual cybersecurity training for all staff

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: \$897 (1-25 users) annually for KnowB4 Training

8. Perform and record quarterly security risk assessments (<https://www.healthit.gov/topic/privacy-security-andhipaa/security-risk-assessment-tool>)

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: \$560 per quarterly assessment

9. Quarterly meetings with administrative staff

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: Included in Monthly/Annual fees \$130 per hr if time exceeds monthly hours

10. Cybersecurity incident mitigation, response, and remediation as well as data restoration

Flat/Monthly Fee: _____ Hourly Fee: _____ Other Fee: \$225 per hour for incident response

Please list any other information pertinent to the services you are proposing:

General Description of Services:

SmartIT Enterprise Services & Support

SumnerOne will provide the noted SmartIT Enterprise Services for a period of five (5) years. The pricing, with noted discounts, contained within this proposal is offered for period of five (5) years:

- Workstations: SumnerOne will maintain and support twenty four (24) Windows based computers.
- Switches: SumnerOne will continue to support existing switch infrastructure (1)
- Wireless Access Points: SumnerOne will continue to support existing wireless access points (1)
- Firewalls: SumnerOne will continue to support existing firewalls (1)
- Security Software: SumnerOne will continue to provide a 3-tiered Endpoint Security solution: - Anti-Virus
 - Anti-Malware
 - Anti-Ransomware
- Unused monthly support hours will roll over to be utilized as needed in subsequent months. All unused monthly hours are forfeit at the end of each twelve (12) month term.
- Travel time of more than 20 minutes from a SumnerOne regional office for on-site work will be debited/ billed at a rate of \$90/hr in 15 minute increments
- Security Software: SumnerOne will provide and manage a 3-tiered endpoint security system. Updates, periodic scanning, and monitoring are managed by SumnerOne engineers.

SmartMAIL / Microsoft 365:

- Microsoft 365 E3 Licensing with e-mail, Advanced e-mail Threat Protection, and Cloud-to-Cloud backup:
SumnerOne will provide as described in this section.
- Email & MS Office: SumnerOne will continue management of the existing Office365 licenses that are on a monthly plan. Discounts are available for an annual account plan!
- Currently identified as follows:
 - Microsoft 365 E3: 26

KnowBe4 Installation and Continuing Cybersecurity Education:

This will take the place of the annual Cybersecurity training for all staff.

We find that this method has a better results compared to the one and done training, especially knowing that end-users are a regular vector for cyber attacks.

- SumnerOne will install and configure the KnowBe4 Software
- CCDDR will be part of the Diamond Training Plan with unlimited phishing security tests, Automated security awareness program, Monthly email exposure checks, and much more!

Quarterly Security Risk Assessment Perform and Record:

- Our engineers will perform and record the Quarterly Security Risk Assessment plus will run our HIPAA compliance tool in quarterly intervals.
- The reports will be generated and provided to Camden County Developmental Disability Resources for compliance records keeping.

Please note that Camden County Developmental Disability Resources has averaged 20 hours of support & travel time per month over the last 6 months.

This quote will cover those hours without having to pay for the additional support hours outside of the monthly cost.