

Board of Directors Meeting

January 31, 2018

Minutes

Members Present:

Julie Petty, President
Mark George, Vice-President
Teresa Dodson, Secretary
Nancy Sullivan
John Jones
Scott Hall
Lorie McGeady

Staff Present:

Tom Masseau, Executive Director
Debbie Poulin, Legal Director
Greg Hankins, Finance Director
Susan Pierce, Dir. Policy & Planning
Cassie Howell, Managing Attorney
Thomas Nichols, Managing Attorney
Lynne Enya, Executive Assistant

Absent:

Kimberly Marshall – excused
Tina Light – excused
D’Andre Jones – Unexcused

Guest:

Polly Stamatopoulos – NDRN

The Board of Directors of Disability Rights Arkansas, Inc. (DRA) met on January 31st, 2018, in the Regions Building DRA Office, 400 West Capitol Ave., Ste. 1200, Little Rock, Arkansas 72201.

President Petty welcomed all board members and staff and called the meeting to order at 10:02am.

President Petty announced that there would be an agenda change due to scheduling difficulties: The Financial report would now be at 11:20am time frame and the Bylaw overview would be at 12:00pm.

Mark George made a motion to approve the consent agenda. Scott Hall seconded and the motion passed.

DRA Executive Director and Staff Reports:

Executive Director Report:

Tom reported that with the assistance of Cherie Hall, Finance and Administrator with Disability Rights Florida and Marlette Boales, Financial Assistant, the financial operations ran smoothly during Greg’s absence. Marlette and Tom were able to process payables, payroll and drawdowns, while Cherie focused on reconciliations and preparing reports.

John Jones made a motion for the minutes to reflect that the board would like to thank Marlette Boales for her assistance in helping to keep the finances going in Greg's absence. Nancy Sullivan seconded and the motion passed.

Tom provided an update on the Federal Fiscal Year 2018 Budget, the Representative Payee Program, Personnel, SAND Grant, Division of Youth Services Article in the Democrat Gazette, National Association of Rights Protection and Advocacy Board Activities, and National Disability Rights Network Activities. See 1st Quarter Executive Director Report for additional information.

Legal Director Report:

Debbie Poulin gave a history to the new board members regarding the past 3 ½ years in the Legal Department. She handed out a case selection criteria report and went over the report. Tom pointed out that the agency will be monitoring the HDC in Warren very closely as well as advocating for increased assistive technology communication training for residents.

Lorie McGeady had questions about ARChoice waiver and lawsuits surrounding this. Cassie Howell gave a report regarding their plans on intervening on the matter.

Thomas Nichols gave a report on issues with DYS (Division of Youth Services). They are returning tomorrow to investigate again.

Auditor Financial Report:

Steven Booth and Kristen Brown with Hogan Taylor (formerly JPMS Cox) came to present the Audit to the board. Ms. Brown went over the Independent Auditors report. Mr. Booth complimented management on how well they were doing. Nancy Sullivan made a recommendation that DRA's response to the audit be included in the final audit report.

Mark George reported to the board that the Audit Committee had met and approved the draft copy of the audit and referred to the full board for approval.

John Jones made a motion to approve the audit results as presented with changes as noted. Nancy Sullivan 2nd. The motion passed.

FY2018 First Quarter Report on Priorities and Objectives:

Susan Pierce went over her report on Priorities and Objectives, explaining the report to the new board members. See the attached report for additional information.

Financial Report:

Greg Hankins introduced himself to the new board members. He went over how the financials are approved by the finance committee.

Greg provided the board with a spreadsheet that shows the grants and funds that are carried over and went over the balance sheet as well as the quarterly financial report.

Polly, with NDRN, brought up changes to program income and new rules about carrying forward of program income.

Tom reported that Self Advocates Becoming Empowered (SABE) hosts a conference every 2 years. They are asking that DRA consider supporting the 2018 conference by making a \$10,000 platinum sponsorship donation. Tom feels this is a great opportunity for us to show support of self-advocates. The website is sabeconference.org. All board members are invited to attend the 2018 conference.

Nancy Sullivan made a motion that we support the SABE conference at the platinum level. Lorie McGeady 2nd. Julie Petty abstained from voting. The motion passed.

John Jones made a motion to approve the Quarterly Financial Report. Scott Hall 2nd. The motion passed.

Reports:

PAIMI Reports:

PAIMI Advisory Council- Polly is doing a training for the council on Friday and a council meeting is scheduled for Saturday.

DD Council Report:

The council is continuing to move forward. They have awarded seven grants across the state. They are in the process of updating the website. The last meeting was held in December at Lake Degray.

DRA Board Member Updates:

Board Secretary Position:

At the last meeting the bylaws were suspended in order to elect Teresa Dodson as Secretary for an additional term. In hindsight, the bylaws should not have been suspended but rather revised. However, since there were no volunteers to assume the position, per Article III, Section 4, the Secretary can remain until replaced. Teresa Dodson will remain as Secretary until annual elections in September.

Resignation & Removal of Board Members:

D'Andre has only been able to attend one board meeting since he was appointed. A discussion was held regarding his attendance and our bylaws. It was decided by the board that the Board President and the Executive Director will make contact with D'Andre to explain the requirements and discuss his attendance in order to determine if he will be able to remain on the board.

Other:

Representative Payee Program:

Tom is monitoring this closely and hoping to know by the end of February if we will receive this new income source.

Bylaws:

Tom has asked for all board members to look at the current bylaws to determine if any amendments need to be made. If amendments need to be made, we can look at doing this during the April meeting.

John Jones has volunteered to look over the bylaws and for all board members to email him recommendations on any changes and he will compile a list for the April board meeting.

Planning for DRA Board Retreat in April:

Discussion was held about where the April Board Retreat should be held. Nancy Sullivan suggested that the Helena, AR area does not have a lot of representation. She advised that her company (Southern Bancorp) has an office in Helena and would be able to assist if we chose to have it in Helena.

John Jones made a motion that we have the annual board retreat in Helena, AR. Scott Hall 2nd. The motion passed.

Meeting Date Change:

The board agreed to move the July meeting to July 18th.

Nancy Sullivan made a motion to adjourn. Lorie McGeady 2nd. The motion passed.
The meeting adjourned at 2:20pm.

Teresa Dodson, Secretary

Date