TUESDAY 2:00 P.M. APRIL 28, 2015

Board members present: Chairman Gary Berndt and Vice-Chairman Obie O’Brien. Absent: Commissioner Paul Jewell.

Others: Mandy Buchholz, Deputy Clerk of the Board; Robin Read, Public Health Administrator; Amy Kocher, Community Health Specialist I; Kaitlyn Reddick, Fiscal Analyst and Judy Pless, Budget and Finance Director.

SPECIAL MEETING DD PROGRAM DISCUSSION COMMISSIONERS

At 2:00 p.m. Chairman Berndt opened a Special Meeting to discuss the Development Disability (DD) Program.

Kaitlyn Reddick, PH Fiscal Analyst reviewed handouts that provided the 2014-2015 DDA Contract breakdown along with the 2015 budget funding report. She stated that there is $602,160.00 available for pass through and listed the three service providers that receive those funds. She stated that the total budget is $749,853.00; which allows for $29,445.00 in administrative costs and $28,543.00 for information and education professional services with a net income of $89,705.00 for a total revenue of $749,853.00. Ms. Reddick also provided a DD funding report proposed budget and a revenue breakdown by purpose with a total revenue of $749,853.00. She stated that with 4% ($28,543.00) going to information and education and 6% ($43,440.00) going to administrative it leave 80% ($602,160.00) for pass through to service providers and left over is the 10% ($75,710.00) going to millage pass through. Ms. Read questioned who was responsible for overseeing how the funds are used by the service providers. She stated that she has never been formally told and is uncomfortable with the lack of deliverables & accountability that are required from the service providers seeking the funding.

Commissioner O’Brien and Chairman Berndt indicated that Ms. Read is to oversee how the funds are being used by the service providers and to work on developing a process for doing so. Ms. Read provided some options for the Board to consider for the future. She stated that either they can leave things the same and continue to pass through to Elmview; continue to pass funds through to Elmview and put in place accountability requirements or review the process entirely do a community evaluation and see where funds are needed.

Robin Read, Public Health Administrator provided a DD Coordinator 2015-2016 work plan developed by Amy Kocher, Community Health Specialist I (previously the DD Coordinator). Ms. Kocher reviewed
the areas the DD Coordinator is responsible for. She stated that each area of responsibility has different timelines some are monthly quarterly, annually, biennially and some are ongoing. Ms. Read stated that at this time they are not looking to expand the hours of the position but at some point it could be possible. There was discussion on different areas the position could branch out to that would require additional hours. There was discussion on at some point the DD Coordinator being the “Clerk” for the MHDD Board because currently it’s staffed by Elmview and there is some concern that the Board is heavily focused on Mental Health and not the DD portion.

Ms. Read stated that they are working on finding additional areas that will allow for more interaction and to educate citizens as well as working on getting additional members to apply for appointment to the MHDD Board. She stated that they have a hard time because there are regulations on who can be on the Board and most individuals they feel would be a good representative are disqualified due to another affiliation they have.

Meeting adjourned at 3:00 p.m.

DEPUTY CLERK OF THE BOARD

Mandy Buchholz

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

Gary Berndt, Chairman