

**MINUTES**  
**FINANCE COMMITTEE MEETING**  
Tuesday, August 13<sup>th</sup>, 2024

**Members Present:** Stuart Anderson, Dr. Jeffrey Kingsley, Marsha Perry, Dr. Michael Shafe', Sandra Thomas

**Staff Present:** Diane Bickham, Tim Coleman, Drew Ehrlich, Martha Jaynes, Jackie Kenworthy, Chad Sinnwell, Richard Vandal

**Guests:** Amy Allison- The Farmer's House. Linda Holland, Heather Wood, Anita Hartman, Loletta Combs- Center for Human Services

The meeting was called to order at 5:00pm by Martha Jaynes

Drew Ehrlich, Chief Financial Officer, presented the June and July 2024 Financial Statements. Financials were reviewed in preparation for presentation to the Board of Directors. It was moved by Dr. Jeffrey Kingsley and seconded by Sandra Thomas to recommend the Board of Directors approve the report as presented. Motion passed unanimously.

The Committee discussed the Tax Levy, and supporting 2025 Budget, which results in the company's Cash Reserve falling below the Board-determined minimum of 6.0 months. However, the Executive Team recommended accepting the full levy to support large capital projects, an expansion of services provided by PCBS, an increase in funding of services provided by our contracted partners, an expansion of training opportunities for professional staff, the organization's pending 50<sup>th</sup> Anniversary, and other financial risks. There was great discussion. Regardless, a vote on what level of Tax Levy to accept is required during next week's Board of Director's meeting to meet County deadlines (or risk levy funding altogether).

Guests from The Farmer's House and Center for Human Services were present to discuss their respective requests for mid-year funding. The outcomes of these discussions were:

- The Farmer's House - Amy Allison. TFH requests capital and start-up funding for an available retail space in Platte City. A motion was made by Dr. Michael Shafe' and seconded by Dr. Jeffrey Kingsley that the Board of Director's approve the request provided 1) funds are dispersed only after completion of the building remodel; and 2) the lease for the building shall be in effect for at least 5 years. However, follow-up analysis is necessary before finalizing a funding decision, to determine the magnitude of increased service funding that will result for 2025 and beyond, and Drew will provide a specific recommendation to the BOD next week. TFH agreed on branding recognition for PCBS at the location (specifics to be determined).
- Center for Human Services - Linda Holland, Heather Wood, Anita Hartman, Loletta Combs. CHS requests funds to support Targeted Case Management for non-Medicaid individuals. A motion was made by Dr. Michael Shafe' and seconded by Dr. Jeffrey Kingsley that the request be fully reviewed by the Board of Director's during the August 2024 meeting. However, follow-up analysis is necessary before finalizing a funding decision, to determine an appropriate unit rate, and Drew will provide a specific recommendation to the BOD next week. In addition, CHS is the

source of a great amount of population data important to PCBS, and the intention is to make periodic sharing of this information part of the final funding contract.

With there being no further business to discuss, the committee agreed by affirmation to adjourn the meeting. The meeting was adjourned at 6:38pm.

Minutes taken by:  
Jackie Kenworthy  
PCBS Office Facilitator