

**MINUTES
BOARD OF DIRECTORS
PLATTE COUNTY BOARD OF SERVICES**

Tuesday, June 17, 2025

This meeting was held in person and via Zoom

Members Present: Stuart Anderson, Dr. Jeffrey Kingsley, Sandra Thomas, Adam Tholen, Blake Sherer, Nancy Felix, Susan Finn, Jeff Koski

Members Absent: Dr. Michael Shafe

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

Guests: Christi Carlson & Samantha Ross – Center for Human Services; Cassidi Jobe – Summit Future Foundation; Brea Connett, Natasha Lehman, & Bishop Family – Northland Early Education Center; Dr. George Gotto – UMKC

Call to Order: The meeting was called to order at 5:48 pm by Martha Jaynes

Roll Call and Pledge of Allegiance: The meeting was called to order by Martha Jaynes. The Pledge of Allegiance was recited.

Approval of May 2025 Meeting Minutes: A motion was made by Adam Tholen and seconded by Jeff Koski to approve the meeting minutes. Motion passed unanimously.

CFO Report: Drew presented the PCBS May & May YTD financials. He updated board on financial audits. There were no major concerns raised during the audits, though follow-up calls are ongoing. Drew also discussed the Department of Mental Health exiting as representative payee for consumers, with four transitions already approved. He reported that PCBS held a cash balance exceeding \$8.5 million, while upcoming capital expenditures and renovations would reduce the reserve to an estimated 5.7–6.2 months by yearend (vs. a BOD-mandated minimum of 6.0 months). A motion was made by Adam Tholen and seconded by Nancy Felix to approve CFO Report. Motion passed unanimously.

Community Partner's Presentation and Mission Moment: Northland Early Education Center (NEEC)
Brea Connett and Natasha Lehman provided a presentation on NEEC's mission, philosophy, and inclusive model of early education and therapy. They emphasized NEEC's core commitment to serving children of all abilities within fully integrated classrooms. Key elements of NEEC's programming include the use of the Project Construct Curriculum Framework, a play-based approach tailored to developmental milestones, and the implementation of Conscious Discipline techniques to promote emotional regulation and social skills. They also described the variety of therapeutic interventions available, including physical therapy, occupational therapy, speech-language pathology, and special instruction, all coordinated with family goals and individualized service plans. The presentation concluded with the Bishop family, who shared their personal experience of how their son Wyatt's developmental progress and confidence had flourished through his time at NEEC.

Election of PCBS Board Members

Martha outlined the annual election of Board officers, noting that the nominations received were to keep the current officer positions. A motion was made by Adam Tholen and seconded by Blake Sherer to

re-elect the current officers. Motion passed unanimously. Officer positions are Jeffrey Kingsley, President; Stuart Anderson, Vice President; Michael Shafé, Secretary; Sandra Thomas, Treasurer.

Capital Request - Summit Future Foundation: Cassidi Jobe

Cassidi Jobe presented a capital request for \$40,000 to purchase a wheelchair-accessible van, sharing additional information asked for by the Finance Committee after initial Capital fund request was made. She outlined how the vehicle would improve transportation access for individuals with mobility challenges and current limitations in Summit's ability to serve Platte County residents. Discussion followed regarding the funding breakdown and usage by Platte County residents in relation to other counties while Cassidi was placed in Zoom waiting room to allow for Board discussion. A motion was made by Sandra Thomas and seconded by Susan Finn to approve the \$40,000 capital request. The motion passed by a vote of 6–2. Cassidi agreed to provide quarterly usage reports to the Board. Drew shared that he would work on guidelines for capital requests to be shared with the board in the future.

Chief Executive Officer Report: Martha Jaynes

CHS Resource Specialist Monthly Report

Martha introduced Christi Carlson to present the CHS Resource Specialist Monthly Report. Christi Carlson provided an update on the Resource Specialist program for residents who are uninsured or underinsured. The program focuses on connecting individuals to vital supports, including assistance with accessing Medicaid, employment services, housing navigation, and other critical community resources. Christi introduced Samantha Ross, Lead Resource Specialist for Platte County, and reviewed performance data from January through May 2025. Key indicators included the number of new intakes, total service hours, individuals served, and successful Medicaid enrollments. They also shared working collaboratively with other community partners to maintain continuity of care wherever possible.

Personnel Policies

Martha Jaynes outlined Personnel policy revisions, with updates from the new HR representative. The Board was encouraged to review proposed changes prior to the next Policy Committee meeting for feedback and revision.

Program Directors' Report:

Chad Sinnwell provided updates on Phase 3 of the 1st floor renovation and final preparations for the 50th Anniversary celebration. Construction is almost completed with some change orders. Chad reviewed logistics for the 50th Anniversary event on Saturday, June 21st. The event will feature a ribbon-cutting and building dedication at 11:30 a.m., followed by a Memorial Garden dedication and ongoing activities through 3:00 p.m. Shuttle service will be provided from off-site parking, and accessible parking will be available onsite. He also highlighted community partner involvement and importance of Board member volunteer roles. A media segment featuring PCBS will air on KSHB-TV 41 on June 18th to help promote the event and share the agency's mission with the broader community.

Adjournment: With no further business to discuss, it was moved by Adam Tholen and seconded by Stuart Anderson to adjourn the meeting. The meeting was adjourned at 7:32pm.

Respectfully Submitted:

Board Secretary, Dr. Michael Shafe

Written by: Tim Coleman, Executive Support Assistant