



**Commissioners**  
 Emmet Pierson, Jr. Chair  
 Barbara Henson Vice Chair  
 Kathryn Kelsey Member  
 Tameka Bryant Member  
 Dr. Syrtiller M. Kabat Member  
 Phyliss Edson City Liaison  
 Erik A. Berg Executive Director

**MEETING AGENDA FOR BOARD OF COMMISSIONERS**

**JUNE 5, 2019 at 7:00 PM.**  
**111 SE Grand Avenue, Lee's Summit, MO 64063**

**ATTENDANCE BOARD AND STAFF:**

Emmet Pierson	_____	Kathy Kelsey	_____
Barbara Henson	_____	Dr. Syrtiller Kabat	_____
Tameka Bryant	_____	Erik Berg	_____
Phyliss Edson, City Liaison	_____		

**CONSULTANTS/GUESTS:**

Barralle Renshaw Sailor Khan, LLC – Certified Public Accountants

**CALL TO ORDER – Emmet Pierson, President** Time: \_\_\_\_\_

**Approval of Agenda:** M\_\_\_S\_\_\_A\_\_\_N\_\_\_

**INTRODUCTIONS**

**AGENDA**

**CONSENT**

NOTE: Items within the Consent Calendar are routine in nature and do not normally require discussion. All items are approved with a single action.

- A. May 1, 2019 Minutes Approval
- B. Expense Report 05/01/2019-05/30/2019
- C. Reports of the Executive Director

The Board is being asked to approve the following reports:

- Occupancy
- Financial
- HQS Inspection Summary
- Resident Functions – Pot Luck Dinners – June 7 at Lee Haven & June 14 at Duncan Estates. VNA is conducting blood glucose and blood pressure checks at wellness clinics each month

- D. Capital Improvements Report

The Board is being asked to approve the following reports:

- Duncan Estates Bathroom Rehab project – On May 21, 2019 the Executive Director met with Architect for a project status report and to address the question of shower doors; at that time the Executive Director informed the

architect that LSHA would not be ordering the shower doors due to multiple factors. The contractor was instructed to prepare quotes on shower curtains and basic sliding shower doors. On Friday, May 24, 2019 the Executive Director instructed the contractor to procure grab bars as designed and install them on all units where rehab has occurred. As of May 31, 2019, fourteen of the units are complete except for the final shower curtain/sliding door decision.

**ACTION**

- E. Resolution authorizing Erik Berg to be added to all financial institutions as a signer, as well as the HUD eLOCCS system

**DISCUSSION**

- F. Staff changes – Burvina Parham named Deputy Director; Retirement of Rhonda Marriot-Coslet; and hiring of Angie Cooper and Jazzmyne Porter.
- G. Auditor Presentation
- H. Training – Staff have done some training since last board meeting.
- I. Other Discussion

**ADJOURNMENT**

Time: \_\_\_\_\_

**NEXT MEETING**

July 3, 2019 – 7:00 CST