



St. Louis Office for Developmental Disability Resources  
Minutes of the Meeting of the Board of Directors  
Thursday March 14, 2019

**Board Members Present:**

William Siedhoff, Chairperson  
Ken Franklin, Vice Chairperson  
Sherry Wibbenmeyer, Board Member  
David Weber, Board Member

Patrick Brennan, Board Member  
Cynthia Mueller, Secretary  
Dionne Flowers, Board Member  
Nina Murphy-Board Member

**Board Members Absent:**

Michael Garvin

**Staff Members Present:**

Shaelene Plank, Executive Director  
Shameika Williams, Executive Assistant  
Lisa Briggs, Controller  
Nathaniel (Nate) Head, Senior Agency Relations Representative  
Samantha Montgomery, TCM Service Advocate Mentor  
Chrystal Griffin, Assistant Executive Director

Ebony Young, Agency Relations Representative  
Jack Neyens, Financial Consultant  
Nathan Patton, IS Manager  
Olivia Pruitt, HR Manager  
Ebony Young, Agency Relations Representative

**Guests who signed in:**

Richard Coleman, UCP  
Sara Fulk, Sunnyhill  
Ray Halagera, Paraquad  
Heather Ward, Lifebridge  
Karen Trower, Heartland Industries  
Regina Cavanaugh, Horizon Housing  
Donna Gunning, Ctr. for Head Injury Services  
Becky Herschbach, Productive Living Board  
Pam Merkle, AADD

Shawna Hodge, UCP Heartland  
Kathy Farache, AADD  
Kait Calys-Strohm, ESMW  
Don Kaufmann, PLB  
Jessie Hautly, PTI  
Michael Ismail, Advisor CFHIS  
Mark Keeley, St. Louis Arc  
Brian Cherrick, Wells Fargo Advisors

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**I. Remarks from visitors**

There were no remarks from visitors.

**II. Call Meeting to Order**

Ken Franklin, Vice-Chairperson called the St. Louis Office for Developmental Disability Resources Board of Directors Meeting to order at 4:05pm.

**III. Introductions**

Introductions of the Board Members and guests were made.

**IV. Approval of Meeting Minutes**

Ken Franklin, Vice-Chairperson, ascertained a motion to approve the minutes from the last meeting of the Board of Directors on February 14, 2019, the program committee meeting on February 7, 2019, the building committee meeting on February 26, 2019 and executive session on February 14, 2019. David Weber, Board Member moved to accept the minutes as recorded and the motion was seconded by Dionne Flowers, Board Member. The motion passed unanimously.

**V. Bylaws Approval**

Proposed changes to the bylaws of DD Resources were presented in the last board meeting. Nina Murphy moved to accept and adopt the new bylaws with changes. David Weber seconded. The motion passed unanimously and will go into effect immediately.

**VI. Presentations**

1. Tracy Kondla, community connector from the I/DD help system presented information about the I/DD helpline. IDDHHelp is a partnership of the region's Senate Bill 40 Boards (SB40s), powered by United Way 2-1-1, that is designed to help find solutions to the needs of individuals with intellectual and developmental disabilities. The program is continuing to assist the I/DD community successfully.
2. Brian Cherrick of Wells Fargo Advisors presented DD Resources investment portfolio report. All of our securities adhere to the guidelines set by the State of Missouri Treasurer's Office.

**VII. Approval of Strategic Plan**

Shaelene Plank presented the strategic planning process updates. The strategic plan is complete and will be implemented after approval. David Weber moved to accept the strategic plan, Dionne Flowers seconded. The motion passed unanimously.

**VIII. Approval of Financial Report**

Lisa Briggs, Controller, presented the January financial statements. As of 1/31/19, we have received 5.6 million dollars of tax revenue to use in FY20 that starts July 1, 2019. Staffing is still below budget. Non-TCM revenue continues to be over budget due to TIF. TCM revenue, wages and benefits continue to be under budget because of vacancies in department. Patrick Brennan treasurer, moved to accept the financial report, Sherry Wibbenmeyer seconded. The motion passed unanimously.

**IX. Executive Director's Report**

1. The alignment and integration project between the SB40 Boards is moving forward on schedule. The current focus within the project is program outcomes and making determinations on the level of prescriptiveness we would like to have with agencies in their outcomes. The integration teams are preparing accounting data for import into the new system.
2. The agency completed the CARF accreditation survey. We will receive full report within 30 days with recommendations. We will have the opportunity to respond to those recommendations within 90 days with how we will correct each recommendation.
3. We are closing on the Pine building March 15. We will likely close on the Olive building the week of March 25. We are still working on finding new office space.

**X. Old Business**

No old business.

**XI. New Business**

1. Donna Gunning the Executive Director of the Center for Head Injury Services, presented a request for \$20,563 in emergency funding to open the agency's restaurant. David Weber moved to accept the emergency funding request, Sherry Wibbenmeyer seconded. The motion passed unanimously.
2. Board resolution for sale of buildings. Moved to accept was made by David Weber, and seconded by Nina Murphy. The motion passed unanimously.

**XII. Announcements**

David Weber, Board Member moved to close the public meeting and go into closed session for the purpose to engage in discussions regarding personnel matters as permitted by 610.021(1), RSMo. Dionne Flowers, Board Member seconded and the motion passed unanimously. The meeting ended at 5:06pm.

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Cynthia Mueller, Secretary

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Date Approved