



St. Louis Office for Developmental Disability Resources
Minutes of the Meeting of the Board of Directors
Thursday November 21, 2019

Board Members Present:

William Siedhoff, Chairperson
Patrick Brennan, Board Member
Sherry Wibbenmeyer, Board Member
David Weber, Board Member

Ken Franklin, Vice Chairperson
Cynthia Mueller, Secretary
Dionne Flowers, Board Member
Nina North-Murphy-Board Member

Board Members Absent:

Michael Garvin, Board Member

Staff Members Present:

Shaelene Plank, Executive Director
Shameika Williams, Executive Assistant
Lisa Briggs, Controller
Nathaniel Head, Senior Agency Relations Representative
Carmen Young, TCM Supervisor

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

Guests who signed in:

Amanda Kehoe, Sunnyhill
Mark Keele, St. Louis Arc
Sheila Sudderwalla, Artist First
Jean Marshall, Easterseals Midwest
Gabrielle Szarek, St. Louis Arc

Kathy Farache, AADD
Karen Schuster, Lifebridge
Pam Merkele, AADD
Jennifer Day, Options for Justice
Karen Trower, Heartland Industries

I. Remarks from visitors

There were no remarks from visitors.

II. Call Meeting to Order

William Siedhoff, Chairperson called the St. Louis Office for Developmental Disability Resources Board of Directors Meeting to order at 4:02pm.

I. Introductions

Introductions of the Board Members and guests were made.

II. Mission Moment

Jennifer Day from Options for Justice presented the mission moment about a client served through DD Resources funding.

III. Approval of Meeting Minutes

William Siedhoff ascertained a motion to approve the minutes from the September 5, 2019 Finance Committee. David Weber moved to accept the minutes as recorded and the motion was seconded by Nina Murphy. All in favor, no abstentions, the motion passed unanimously. William Siedhoff ascertained a motion to approve the minutes from the September 12, 2019 board meeting. David Weber moved to accept the minutes as recorded and the motion was seconded by Nina Murphy. All in favor, no abstentions, the motion passed unanimously. William Siedhoff ascertained a motion to approve the minutes from the October 10, 2019 Nominating/Personnel Committee. David Weber moved to accept the minutes as recorded and the motion was seconded by Dionne Flowers. All in favor, no abstentions, the motion passed unanimously. William Siedhoff ascertained a motion to approve the minutes from the November 5, 2019 Program Committee. David Weber moved to accept the minutes as recorded and the motion was seconded by Dionne Flowers. All in favor, no abstentions, the motion passed unanimously.

IV. Approval of Financial Report

Lisa Briggs, Controller, presented the October 2019 financial statements. As of 10/31/19, total cash is \$9.9 million. FY20 remaining budget is \$5.3 million. There is \$1.5 million that is restricted proceeds from the sale of the buildings. There is \$2.9 million that is for FY21 agency funding. At the end of this month, we will have one year of operating expenses in reserve. The agency headcount is 32. There remains \$172,000 to be paid on the Medicaid over billing. Pat Brennan

moved to accept the financial reports for August, September and October 2019, Cynthia Mueller seconded. After a vote all in favor, the motion passed unanimously.

V. Executive Director's Report

1. Shaelene Plank gave update on the Eastern Region Alliance. Trainings are currently happening with agencies and more trainings to come in December and January regarding completing the service profile, corporate compliance and funding requests. Funding requests will be reviewed in March and April. Program Committee will review funding requests, but any board member can review funding requests. Board members not on Program Committee wanting to review requests need to let Ms. Plank know that they would like to be part of this process. Approval for agencies funding comes before the full board in May.
2. TCM outcomes for 1st quarter.
Effectiveness
90% of Level of Care assessments will be completed within 90 days of plan implementation.
1st Quarter: 100%
Efficiency
90% of the ISP's for the individual served will be completed before the current plan expires.
1st Quarter: 90.69%
Access
We just started tracking this in Oct because of some system issues but we already have 150 referrals made in that time. We also had 3 families selected to have their stories published for United Way's 100 Neediest for the holidays.
3. We currently have 517 consumers in TCM and 15 service advocates. Our rate of case closure/transfer is higher than our rate of new referrals. We believe that our decision to not take consumers under 17 is hurting our referral rate and we discussed this in Program Committee. Program Committee is making a motion for the Board to approve our TCM program changing our admission criteria to allow us to serve consumers under the age of 17 if they have Medicaid. As a reminder, we previously served consumers under the age of 17 but when the decision was made to no longer serve non-Medicaid consumers, the decision was also made to no longer serve those under the age of 17. This was based on the expectation that they are receiving appropriate services and referrals through the school system. This is often not the case and there are consumers that could benefit from our service coordination.
4. Shaelene presented the revised Fiscal Allocation Policy.
5. After looking at the needs assessment completed by PLB and talking with agencies, agency relations staff discussed service gaps and needs with the Program Committee. Program Committee will be making recommendation to the full board to open the funding cycle to new agencies
6. Agencies are encouraged to submit posters for display at the agency and digital media for the display in the lobby.

VI. Committee Reports

Program Committee – Cynthia Mueller gave report. David Weber made a motion for the Board to approve our TCM program changing our admission criteria to allow us to serve consumers under the age of 17 if they have Medicaid. Pat Brennan seconded the motion. All in favor, motion passed.

Shaelene Plank, Nate Head, and Ebony Young gave presentation of the Eastern Region Alliance Partner Funding Manual. At the end of the presentation, Mark Keele from the St. Louis Arc praised the four boards for their work together and accomplishments with this partnership. David Weber moved to accept the Partner Funding Manual. Dionne Flowers seconded the motion. All in favor, the motion passed unanimously.

Cynthia Mueller reported that the committee is making the recommendation to the full board that DD Resources seek applications from new agencies or current agencies for funding in FY21 in the areas of 1) services for transition age youth, 16-24, with IDD for services related to independent living, community connection and/or employment and 2) services to people with IDD that provide family support, and 3) an additional transportation provider. David Weber moved to accept the recommendation and Pat Brennan seconded the motion. All in favor, the motion passed unanimously.

Nominating/Personnel Committee – Dionne Flowers reported that all board members whose terms are expiring have agreed to stay on the Board. DD Resources is in the process of completing a compensation study with DDRB and DDA.

DD Resources is also in the process of reviewing staff retirement savings options and hopes to have something for the board to review by January. The committee reviewed the HR policies and procedures manual and is recommending approval to the full board. David Weber made a motion to approve the HR policies and procedures. Pat Brennan seconded the motion. All in favor, the motion passed unanimously.

VII. Old Business

No old business.

VIII. New Business

William Siedhoff asked for a motion to approve the Agency Fiscal Allocation Policy. Dionne made a motion to approve the policy and David Weber seconded the motion. All in favor, the motion passed unanimously.

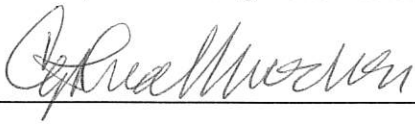
Aimee Wehmeier, President of Paraquad, made request to the board for emergency funding for Paraquad. Aimee explained that Paraquad is going through a transformation and adjusting to losing much of their federal funding. Aimee explained to the board that Paraquad has restructured their board and leadership team. They have contracted with Rubin Brown to help them build a budget and with Linda Haley, Let's Build Hope, to provide consultation and coaching for fundraising. Aimee asked the board to consider a \$100,000 request to use as a matching gift for fundraising. If the board would not consider this, she asked that they consider \$50,000 for workforce development and \$50,000 to use as a matching gift for fundraising. Aimee answered questions posed by board members. David Weber asked Lisa Briggs, Controller, the impact this gift would have on budget and Lisa said that there is money available for emergency requests and we have not awarded any yet this fiscal year. David Weber made a motion to award Paraquad \$100,000 in emergency funding to be used as a matching gift for fundraising. Pat Brennan seconded the motion. All in favor, the motion passed unanimously.

IX. Announcements

DD Resources Consumer Holiday party is December 12, 2019.

Destination Café has opened.

Cynthia Mueller 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(3), RSMo. Pat Brennan seconded and the motion passed unanimously. The meeting went in to closed session at 5:24pm.



Cynthia Mueller, Secretary



Date Approved

