



St. Louis Office for Developmental Disability Resources  
Minutes of the Finance Committee  
May 30, 2024

**Committee Members Present:**

Patrick Brennan, Treasurer and  
Committee Chair

Jack Neyens, Financial Consultant  
Ken Franklin

**Board Members Absent:**

Cynthia Mueller, Chairperson

William Siedhoff, Vice Chairperson

**Staff Members Present:**

Shaelene Plank, Executive  
Director

Lisa Briggs, Director of  
Finance

Rachel Shapiro, Executive  
Assistant

**Guests Present:** None

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1. Call meeting to order - The meeting was called to order at 3:58 pm by Patrick Brennan.
2. Presentation of FY25 agency budget, Lisa Briggs, Director of Finance
  - a. Lisa presented the budget highlights, which included agency funding, TCM revenue and expenses, general revenues, facility expenses, operating expenses, and the net total budget. The largest part of the budget has already been approved (agency funding).
  - b. TCM: We will be supplementing TCM over \$500K this year. There is no increase in TCM rate in the state budget for FY25. Will have some strategy meetings at the MACDDS level. TCM contract is up for renewal July 2025. We will also need to sign a new lease in September 2025, which means we will need to make some decisions next year. Do we want to continue to supplement TCM when the rate does not cover costs? Would be detrimental to consumers if we did not do TCM because we do a good job. Might have to put a cap on what we will supplement.
  - c. Summary of compensation – Human Capital.
    - i. Increases were approved in February as a result of compensation study (brought staff to where they should be). Those who received raises in Feb are budgeted to receive up to 3% increase based on performance. Those who did not receive an increase are budgeted to get up to a 5% increase based on performance. This represents a 3.7% increase in total salaries. One Service Advocate position is currently vacant. We budgeted to hire because we are still receiving cases from the Regional Office. Our headcount is at 32 of our 33 (Receptionist is a 2/3 position).
    - ii. LAGERS looks like it's going up a lot because salaries went up mid-year and will again in July, but it is still lower than several years ago. Recently we had representatives from LAGERS and Ekon Benefits present to staff. No new participants; however, the 403b form changed to allow staff to request a withholding percentage instead of a dollar amount. Two people chose this new option. Presenters emphasized how fortunate our staff are to have a pension and 403b to save for retirement.
  - d. **Jack Neyens moved to approve the FY25 agency budget as presented and bring it to the full board. Ken Franklin seconded the motion. All voted in favor. None opposed. Motion carried.**
3. Updates on potential housing projects
  - a. We approved half of pre-development costs for a tiny home village that Horizon Housing and Gateway Housing First want to do. They have asked MHB for the other half. They meet in July and will have a decision then. Our approval is pending.

- b. Tabernacle Community Development Corporation reached out. They are working on housing in north city. We will meet in a couple of weeks to talk about possibilities. Since we have money in reserve we can use for housing, this funding does not have to be granted within regular funding cycle. There is no set timeline. May ask the board to put more in the housing budget at the end of the year.
4. Call for a motion to adjourn.
- a. **Ken Franklin moved to adjourn the meeting. Jack Neyens seconded the motion. All in favor. None opposed. The meeting was adjourned at 4:20 pm.**

DocuSigned by:



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Nina North Murphy, Secretary

6/13/24

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Date Approved