

Board Members Present:

Cynthia Mueller, Chairperson	Sarah Sims, Board Member	Selena Washington, Board Member
Patrick Brennan, Treasurer	Paige Colbert, Board Member	
William Siedhoff, Vice-Chairperson	Sherry Wibbenmeyer, Board Member	

Board Members Absent:

Chris Faerber, Board Member
Nina North Murphy, Secretary

Staff Members Present:

Shaelene Plank, Executive Director	Ebony Young, Agency Relations Representative	Kelly Head, Executive Assistant
Nate Head, Director of Agency & Community Relations	Samantha Montgomery, Director of Service Coordination	Lesley Plate, Service Advocate
Olivia Pruitt-Payne, Director of HR		Kolby Sharpe, Service Advocate
Nathan Patton, Director of IT		
Lisa Briggs, Director of Finance	Gabrielle Buenger, Marketing & Communications Coordinator	
Jack Neyens, Financial Consultant		

Guests Present by Phone or In Person:

Kathy Farache, AADD	Libby Eversgerd, St. Louis ARC	Jodi Woessner, Pathways to Independence
Amanda Kehoe, Sunnyhill	Paige Hawes, St. Louis ARC	Sasha Blockshear, Succeed
Laura St. George, Sunnyhill	Dana Walker, St. Louis ARC	April Regester, UMSL
Sarah Fulk, Sunnyhill	Ashley Price, St. Louis ARC	Jonathan Lidgus, UMSL
Emma Askren, St. Louis ARC	Sandra Irwin, St. Louis ARC	Andrew Kliethernes, UMSL
Michelle Ford, St. Louis ARC	Theresa H, St. Louis ARC	Madeline Siener, UMSL
Domonica Miramonte, St. Louis ARC	Kit Brewer, Project CU	Heidi Oakley, F.A.C.T.
Mark Keeley, St. Louis ARC		

I. Call Meeting to Order

Cynthia Mueller called the St. Louis Office for Developmental Disability Resources Board of Directors Meeting to order at 5:13 p.m.

II. Remarks from visitors – St. Louis Arc Celebration Squad made a presentation of the Bravo Award to the DD Resources in honor of St. Louis Arc's 75th anniversary.

III. Introductions – Introductions of the Board Members and guests were made.

IV. Mission Moment - UMSL's Office of Inclusive Postsecondary Education - April Regester and Jonathan Lidgus

a. A mix of faculty, staff, and students from UMSL spoke to DD Resources:

They have been funded by DD Resources to provide scholarships to students in the summer to come to a camp at UMSL that introduces what college looks like.

That is an option for students with intellectual and developmental disabilities to attend college. They come for four or five days. They stay in the dorms, take courses and they experience everything on campus. A lot of those students actually become students at UMSL.

Sasha Fletcher, a student who has received one of the scholarships, spoke about her experience.

Six students from St. Louis City are attending the program this year, which is the highest they have ever had.

V. Public Hearing: 2025 Tax Rate – Cindy read the following public notice:

- a. We are holding a public meeting at which citizens have the opportunity to be heard on the property tax rate proposed to be set by the St. Louis Office for Developmental Disability Resources, a Missouri Political Subdivision. In accordance with Revised Missouri Statute 67.110, the St. Louis Office for Developmental Disability Resources is to file the 2025 tax rates with the Assessor's office by October 1, 2025. We have completed the tax rate summary and propose to set the tax levy for 2025 at 0.1347 per hundred dollars assessed value.
There were no public comments
- b. **Patrick Brennan moved to pass a resolution that, the ad valorem property tax rate be set at 0.1347 for 2025. This shall produce substantially the same revenue as set forth in the annual budget. The rate is based on an aggregate assessed valuation in St. Louis City in the amount of \$6,076,010,868. Sarah Sims seconded the motion.**
- c. **A roll call vote was taken of board members present:**
 - i. **Cynthia Mueller – aye**
 - ii. **Paige Colbert – aye**
 - iii. **Patrick Brennan – aye**
 - iv. **Sarah Sims – aye**
 - v. **Selena Washington – aye**
 - vi. **William Siedhoff – aye**

All voted in favor. None opposed. The motion passed.

We will record the signatures and send the resolution to the assessor's office tomorrow. It will need to be submitted prior to October 1st.

VI. Recognition of outgoing board members – Paige Colbert and Chris Faerber – Cynthia Mueller, Chairperson

- a. Shaelene Plank presented a certificate of appreciation for their service to the board

VII. Board Consent Agenda Items: Cynthia Mueller, Chairperson

- a. The following items were presented to the Board for approval:
 - i. Approval of the minutes of June 12, 2025 DD Resources Board Meeting
 - ii. Approval of the minutes of August 21, 2025 Nominating/Personnel Committee Meeting
 - iii. Approval of the minutes of August 28, 2025 Executive Committee Meeting
 - iv. Approval of the minutes of September 4, 2025 Finance Committee Meeting
- b. **Paige Colbert moved to approve the board consent agenda items. Patrick Brennan seconded the motion. All voted in favor. None opposed. Consent agenda approved.**

VIII. Executive Director's Report: Shaelene Plank

- a. **Agency Relations/ Eastern Region Alliance**
 - i. We attended and offered input at Senior Fund/Marillac Mission Fund's Aging Convening, an initiative to co-design the future of the aging services delivery network in the St. Louis region. More information to come, especially on how DDR specifically can play a part in this work.
 - ii. In August, Agency Relations and TCM partnered with Nottingham CAJT High School to connect students and families to resources at the school's student registration event. This was a great opportunity and the beginning of an important collaboration between the school, TCM, and our funded partners.
 - iii. In September, Agency Relations partnered with TCM and the Productive Living Board to present information on SB40 boards, the programs we fund, and TCM services to families involved in the

Albert Pujols Wellness Center for Adults with Down Syndrome. Over 20 families attended. The presentation was well received, and a follow-up presentation is being planned for TCM to present on the Medicaid waiver.

- iv. In July, under the new presidential administrations, the DOL withdrew the proposed rule to eliminate 14(c). This means that Section 14(c) remains federal law, and the DOL continues to issue certificates that authorize employers to pay subminimum wages. The potential elimination of 14(c) was of significant concern to our sheltered workshops.
- v. MERS/Missouri Goodwill is merging with its Kansas City counterpart. MERS reports that this merger will allow them to expand services, enhance programs, streamline operations, and stabilize funding for both organizations.
- vi. Brightli is finalizing a merger with Tennessee-based Centerstone to become the nation's largest nonprofit provider of behavioral health services. Lafayette Habilitation Center has ceased operations and all residents have been moved. They did issue us a check for the sale of the van that we purchased last year. All paperwork has been signed and the bank is the first lien holder and we are the second. The building is for sale and they have reported that they have several offers on the building. We are hopeful that we will recoup some or all of our investment in the building.
- vii. Horizon Housing lost their property on Aubert to the tornado in May. The building was a complete loss. Six residents have been relocated and the property has been demolished and the lot cleaned. They initially asked for forgiveness of the liens on the building in the amount of \$114,372.65. Executive Committee asked for further information before making a decision on this item. Since that meeting, insurance claims have been settled and city funds have been forgiven so Horizon Housing will be reimbursing us for the amount owed between now and January 2026.

b. **TCM**

- i. We will participate in another year of the UMKC/CDC Linkage Project. The grant amount to the TCM Department for participation is \$25,000. Samantha Montgomery and Rebecca Black will be participating in a panel discussion at the MACDDS Conference in October about the experience and success with the program.
- ii. DMH reported on its waiver renewal process with CMS, noting that while the Community Support Waiver was approved, the Comprehensive Waiver was found non-compliant in Health and Welfare assurance. The Division is actively working to correct this before the July 2026 renewal deadline and appreciates the collaboration with Targeted Case Management (TCM) agencies.
- iii. DMH has rolled out its eLTSS Health Information Data Exchange Project, which aims to digitize the Person-Centered Service Plan (PCSP) and integrate it into the broader health ecosystem using FHIR (Fast Healthcare Interoperability Resources) standards.
- iv. The MAAS (Missouri Assessment and Authorization System) is now integrated into CIMOR, though technical issues persist. A full digitization rollout is planned, including automatic notifications and tracking.
- v. This year, the trend report, quarterly MMAC PCSP reviews, and the annual TCM review summaries will be sent to MMAC for review. This has not been the practice in previous years and was found to be out of compliance. The Division is moving forward with corrective action and moving all operations into CMS compliance standards.
- vi. We have entered 162 new cases into the United Way's 100 Neediest program this year. That number is up from 148 individuals entered last year.

c. **Lease**

- i. The lease was approved by Executive Committee as directed by the full board at the last meeting.
- ii. Materials for the bathroom remodel have been ordered and renovation should begin within the next month.

d. **Legislative Updates**

- i. Shaelene had two visits scheduled with Representatives in September but they had to be canceled as they were called back to Jefferson City for the current special session taking place.
- ii. There are numerous bills being reviewed in the session that would decrease property taxes. Shaelene has submitted a fiscal impact statement for DD Resources.
- iii. The final state FY26 budget did not include a rate increase for TCM. The small increase was line item vetoed by the governor.
- iv. MACDDS is currently working on legislative priorities. The Special Interim Committee on Property Tax Reform has finished their meetings across the state. They were in St. Louis on August 20th and we were present at the meeting and submitted written testimony on the importance of property taxes. The testimony is included in your packet.
- v. We will participate in a legislative advocacy week with MACDDS Oct 19-25 so look for FB posts from us.
- vi. We will be sending our legislators information about legislative priorities and success stories.

e. **Modular Offices**

- i. Shaelene received another bid for modular office equipment that is within DDR's budget. She shared the bid with executive committee, and will wait to submit to the full board until the November meeting. This design would allow DDR to sublease space to the Senior Fund. Shaelene has had another meeting with their Executive Director and is working on numbers for what it would cost to share support services with them.

f. **Employee Satisfaction Survey**

- i. The employee satisfaction survey was sent as a separate attachment from the packet. We had another very positive survey this year.

g. **Other**

- i. DDR has received Reaccreditation from CARF for another three years
- ii. Board engagement opportunity on October 8th to attend an open house at RISE.
- iii. Shaelene is continuing to work on getting our new vacancies filled.
 - We have identified a potential new board member, Catrina Adams. She is recommended by Sarah Sims. The Executive Committee has had the opportunity to meet with her. She will submit her application to the mayor's office soon.
 - Cindy will be leaving the board in May, so we will be looking to fill the board chair position as well.

IX. Committee Reports

a. **Nominating/Personnel Committee:** Sarah Sims

- i. The committee met in August and nominated Sarah Sims as the new committee chairperson.
- ii. The committee also discussed board vacancies due to a few members rolling off the board.
- iii. The committee reviewed board attendance and engagement.
- iv. Recommendation to approve the slate of Board Officers for 10/1/25 – 9/30/26 – Sarah Sims, Committee Chair –
All officers agreed to remain in their positions.
 - Cynthia Mueller, Chairperson
 - Bill Siedhoff, Vice Chairperson
 - Patrick Brennan, Treasurer
 - Nina Murphy, Secretary
- v. **Paige Cobert moved to approve the slate of officers. Selena Washington seconded the motion. All voted in favor. None opposed. The motion passed.**
- vi. The Executive Director's performance evaluation process will start in September. The evaluation will be discussed in a closed session in the November board meeting.

b. Executive Committee: Cynthia Mueller

- i. Recommendation to approve Final Lease Agreement
- ii. **Patrick Brennan moved to approve the final lease agreement. Sarah Sims seconded the motion. All voted in favor. None opposed. The motion passed.**
- iii. Recommendation to approve Southside Wellness request for \$25,462
 - The request was taken to the Executive committee because of the timeliness of the request. They needed to know as soon as possible so they could get the matching dollars.
- iv. **Sarah Sims moved to approve Southside Wellness request for \$25,462. Paige Colbert seconded the motion. All voted in favor. None opposed. The motion to approve the request was passed.**

c. Finance Committee: Pat Brennan

- i. Review and recommendation to approve the May, June, and July 2025 financials – Lisa Briggs, Director of Finance
 - June - We ended the fiscal year at \$16, 965,662. Staffing was at 32.65 FTEs. Total Revenue was over \$11,000,000, with most of that being our tax revenue and interest in SB3 Transportation funding. TCM revenue was just under \$1,700,000 for the year. Our expenses were just over \$11,000,000. Net before unrealized gain and loss was 368,000. With the unrealized gain, it's at 754,000. Some more city tax revenue came in that had to be accrued, which will be reflected in the final audit. We end up positive over \$800,000 for the year.
 - July – We have just over \$16,000,000. This number will slowly get lower through November as we have more expenses than tax revenue coming in at this time of the year. Our head count for July was what we have budgeted at 34.65. Our revenue is just over \$250,000 for the month. Our expenses are almost \$418,000. Our net for the month is negative \$165,000. We supported case management in the month of July about \$48,000.
 - **Paige Colbert moved approve the May, June, and July 2025 financials. Sarah Sims seconded the motion. All voted in favor. None opposed. The financials were approved.**
- ii. Recommend approval of Corporate Compliance Report to full board – Pat Brennan, Treasurer
 - **Paige Colbert moved to approve the Corporate Compliance Report. Sarah Sims seconded the motion. All voted in favor. None opposed. The Corporate Compliance Report was approved.**
- iii. Recommend restriction of funds for housing related projects
 - As mentioned in the June financial statements that we ended the year positive about \$800,000. We would like to take an excess of \$750,000 and restrict it for housing projects. As a reminder to the board, we've done this over the last couple years, and at one point we had \$1.2M restricted for housing projects. Once we make all our commitments for funding that's been approved, we'll be down to about \$50,000. This would put us back up to about \$800,000 to incentivize agencies to develop housing projects.
 - **Sarah Sims moved to approve the restriction of funds for housing related projects. Paige Colbert seconded the motion. All voted in favor. None opposed. The motion passed.**
- iv. Lisa reports that our audit field work is scheduled for the week of October 20th here in the office with Reuben Brown.

X. **Unfinished Business**

- i. NONE

XI. New Business

- i. Review and approve funding request from Project CU
 - Project CU submitted a capital request to expand its clean room production area of its workshop. It's a specialized section of the workshop that must meet certain EPA and FDA standards. The Clean Room Division accounts for more than 35% of all the labor opportunities, employing around 30 individuals with disabilities and to accommodate the growth in volume, Project CU needs to expand the area by 950 square feet and hire about 8 more individuals. Project CU estimates that the cost for the expansion will be \$160,000. They're applying for funding through a sheltered workshop competitive grant opportunity with the state of Missouri, which if approved would cover 75% of the cost. In that application, they state they are seeking a 25% match or \$40,000 from local funding sources. Project CU's request to DD Resources is for \$24,000, with the rest of the match coming from other local funding sources. Staff's recommendation is to approve the request contingent on the outcome of its request with other sources.
 - **Patrick Brennan moved to approve Project CU's request for \$24,000. Paige Colbert seconded the motion. All voted in favor. None opposed. The motion to approve the request was passed.**

XII. Announcements: Olivia will e-mail Shaelene's ED evaluation to the board members on Monday. She would like it filled out and returned in a timely manner.

XIII. Call for motion to Adjourn

- a. **Sarah Sims moved to adjourn the general board meeting. Patrick Brennan seconded the motion. All voted in favor. None opposed. The meeting was adjourned at 6:12 p.m.**

Next Meeting: November 13, 2025, at 5:00pm – regular board meeting

Nina North Murphy
Nina North Murphy (Dec 1, 2025 20:26:32 CST)

Nina North Murphy, Secretary

12/01/2025

Date Approved