

Committee Members Present:

William Siedhoff, Vice Chairperson
Patrick Brennan, Treasurer and Committee Chair
Mike Fitzgerald

Board Members Absent:

Nina North-Murphy

Staff Members Present:

Shaelene Plank, Executive Director	Jack Neyens, Financial Consultant
Lisa Briggs, Director of Finance	Kelly Head, Executive Assistant
Chris Winkelmann, Director of Finance	

I. **Call meeting to order**

Patrick Brennan called the St. Louis Office for Developmental Disability Resources Board of Directors Finance Committee Meeting to order at 3:57 p.m.

II. Review and approve April 2026 financials, Chris Winkelmann and Lisa Briggs, Director of Finance

- a. Chris Winkelmann and Lisa Briggs reviewed the April financials.
 - i. Total cash and investments as of April were approximately \$18.2 million.
 - ii. Revenues are exceeding budget, particularly in TCM, while expenses are below budget across all categories. Net income is above projections, and the year-end deficit is expected to be substantially lower than originally budgeted.
 - iii. Discussion included tornado-related funding needs, housing challenges, and proactive outreach to agencies to assess unmet needs.

- **William Siedhoff moved to approve the April 2026 financials.**
Mike Fitzgerald seconded the motion.
All voted in favor. None opposed.
The motion passed.

III. Review and approve FY27 compensation proposal, Lisa Briggs and Chris Winkelmann, Director of Finance

- a. Chris Winkelmann reviewed the FY27 compensation proposal.
 - i. Headcount remains consistent at 34.65.
 - ii. Salaries include a 4% pool for merit and COLA increases.
 - iii. Benefits changes include a new insurance provider and increased employee contributions.
 - iv. LAGERS contribution increases to 9.6%.

- **William Siedhoff moved to approve the FY27 compensation proposal.**
Mike Fitzgerald seconded the motion.
All voted in favor. None opposed.
The motion passed.

- IV. Review FY27 budget highlights, Chris Winkelmann and Lisa Briggs, Director of Finance
- a. Chris Winkelmann and Lisa Briggs provided a detailed review of the FY27 budget assumptions and projections.
 - i. Agency funding includes a 2.5% COLA adjustment for most providers. Overall agency funding is decreasing by approximately \$364,000 compared to FY26, primarily due to the shift of approximately \$800,000 in restricted housing funds that have not yet been awarded and therefore were removed from the agency allocation line.
 - ii. On the revenue side, TCM revenues are projected to increase by approximately \$213,000.
 - iii. We are looking at a Net in FY27 of a \$638,000 deficit compared to 706,000 in FY26.
 - iv. Non-TCM tax revenues are projected to increase by approximately \$220,000, reflecting an estimated 3% growth.
 - v. Interest income is projected to increase by approximately \$140,000 due to improved CD rates and reinvestment of lower-yield instruments into higher-yield options.
 - vi. Intergovernmental revenues are expected to remain flat, including Department of Mental Health funding for respite services, which is anticipated to stay at approximately \$328,000.
 - vii. On the expense side, salary and benefit costs are increasing as a result of the approved 4% compensation pool and rising benefit costs, including healthcare and retirement contributions.
 - viii. Operating expenses are projected to increase by approximately \$48,000 due to implementation of SetWorks AI and a planned IT audit, both of which were not included in the prior year budget. Facility expenses reflect a slight decrease due to renegotiated lease terms.
 - ix. The FY27 budget includes a planned deficit of approximately \$1.788 million. This reflects a continued conservative budgeting approach, which anticipates underutilization of agency funding and other one-time expenditures.
 - 1) Historically, underutilization has ranged between 2–3%, which is expected to continue.
 - b. Shaelene shared that originally, a 3% salary increase was proposed; however, this was increased to 4% to help offset higher employee contributions toward health insurance.
 - i. This marks the first increase in employee healthcare contributions in approximately 10 years. Staff have been informed of this change over the past nine months, including early estimates of the anticipated cost impact, which ultimately came in lower than initially projected.
 - ii. For employees enrolling in the national network option, monthly contributions will increase, while those who select the narrower network option will see no increase for employee or employee + child coverage.
 - iii. Overall, the adjustment aligns with current CPI trends, and the advance communication has helped ensure staff are well prepared for the change.
- V. Review and approve FY27 budget, Lisa Briggs and Chris Winkelmann, Director of Finance
- a. Chris Winkelmann and Lisa Briggs reviewed full budget assumptions, including tax revenue, intergovernmental funding, transportation revenue, and agency allocations totaling approximately \$7.6 million.
 - b. Additional discussion focused on ongoing challenges related to housing availability the impact of restricted funds and significant uncertainty related to the Missouri Department of Mental Health (DMH) budget.
 - **Mike Fitzgerald moved to approve the FY27 budget.**
 - William Siedhoff seconded the motion.**
 - All voted in favor. None opposed.**
 - The motion passed.**
- VI. Plan for compensation study – Shaelene Plank, Executive Director

- a. Shaelene Plank reviewed the planned compensation study, noting that the organization conducts a comprehensive market analysis of all positions approximately every two to three years through an external consultant, typically facilitated through AAIM.
 - i. As in prior years, DD Resources intends to partner with DDA and DDRB to complete the study jointly, which helps reduce overall costs due to the similarity of positions across the agencies, while allowing for a limited number of position-specific analyses as needed.
 - ii. The study is expected to begin in Fall 2026, with data collection occurring in October, submission in November, and preliminary results anticipated by January 2027.
 - iii. Findings from the study will be used to evaluate market competitiveness, determine if salary adjustments are needed, assess starting salary ranges, and inform the development of the FY28 compensation pool.
- b. The Committee also acknowledged Jack Neyens for volunteering to continue serving on the Finance Committee following the conclusion of his consulting engagement at the end of June, which will provide continued financial expertise and support to the Committee.

VII. **New Business – Promise Community Homes Funding Request**

- a. Staff presented an additional agenda item regarding a funding request from Promise Community Homes related to a residential property located on Jamieson that DD Resources previously assisted in purchasing. The home recently experienced moisture-related damage, which resulted in mold and the need for remediation.
 - i. It was noted that initial estimates for repairs were significantly higher. Staff advised the agency to obtain competitive bids, and after doing so, the scope and cost of the repairs were reduced.
 - ii. Promise Community Homes submitted a request for \$12,930 to complete the necessary work, which includes crawl space insulation to prevent future moisture issues, as well as interior plaster repair and painting. While a third bid was sought, only two were obtained due to limited contractor responsiveness.
 - iii. Staff confirmed that sufficient funds are available within the contingency budget to cover the request.
 - **William Siedhoff moved to approve funding in the amount of \$12,930 for Promise Community Homes.**
 - Mike Fitzgerald seconded the motion.**
 - All voted in favor. None opposed.**
 - The motion passed.**

VIII. **Call for motion to Adjourn**

William Siedhoff moved to adjourn the meeting.
Mike Fitzgerald seconded the motion.
All voted in favor. None opposed.
The meeting was adjourned at 4:45 p.m.

Next Meeting: September 17, 2026

Nina North Murphy
Nina North Murphy (Jun 16, 2026 13:16:03 CDT)
Nina North Murphy, Secretary

06/16/2026
Date Approved