St. Louis Office for Developmental Disability Resources
Minutes of the Meeting of the Board of Directors
March 12, 2026

Board Members Present:
Cynthia Mueller, Chairperson
Sarah Sims, Board Member
Selena Washington, Board Member
Nina North Murphy, Secretary
Patrick Brennan, Treasurer
Delilah Sullivan, Board Member
Catrina Adams, Board Member

Board Members Absent:
William Siedhoff, Vice-Chairperson
Sherry Wibbenmeyer, Board Member

Staff Members Present:
Shaelene Plank, Executive Director
Kelly Head, Executive Assistant
Nate Head, Director of Agency & Community Relations
Olivia Pruitt-Payne, Director of HR
Nathan Patton, Director of IT
Chris Winkleman
Lisa Briggs, Director of Finance
Jack Neyens, Financial Consultant
Ebony Young, Agency Relations Representative
Samantha Montgomery, Director of Service Coordination
Gabrielle Buenger, Marketing & Communications Coordinator
Yvonne Montgomery, Administrative Clerk
Cory Watts, Service Advocate
Tamara Sartors, Service Advocate

Guests Present by Phone or In Person:
Brian Cherrick, Wells Fargo
Lisa Rohr, DGC Kids
Melanie Mills, ESMW
Rachel Svejkosky, FACT
Jessie Hautly, Pathways to Independence
Michelle Tindira, Bridges
Blaney Rouns, Bridges
Sara Fulk, Sunnyhill
Kathy Ferache, AADD
Melanie Urbianak, FACT

I. **Call Meeting to Order**
Cynthia Mueller called the St. Louis Office for Developmental Disability Resources Board of Directors Meeting to order at 5:05 p.m.

II. **Remarks from visitors** – none

III. **Introductions –**
a. Introductions of the Board Members, staff and guests were made.

IV. **Mission Moment –** Bridges Community Support Services, Michelle Tindira – ISLA services
a. Michelle discussed the ISLA Services and Skills groups at Bridges.
    i. Bridges currently provides services to approximately 44 individuals.
    ii. Michelle shared several success stories from the ISLA Services and Skills groups.
    iii. Bridges is working to launch a new Skills Caregiver Group for caregivers interested in learning these skills, with a planned start in mid-April.

V. **Investment Presentation – Brian Cherrick, Wells Fargo**
a. Brian reported that the Leadership and Finance Team is as strong as it has been in his 20 years of working with DD Resources.
b. Fixed income summary
    i. Asset management remains in compliance with strict guidelines established by the state of Missouri Treasury's Office for Asset Management for Missouri political subdivisions.

ii. The portfolio is structured for safety, consisting of FDIC-insured CDs that mature on a rolling basis—monthly, and in some cases biweekly—ensuring consistent liquidity and reliable cash flow.
iii. The portfolio generates steady income, with an average return of approximately 3.75% in interest earnings.
iv. The overall portfolio structure is sound, utilizing a laddered investment strategy to balance risk and liquidity.
v. Competitive rates are actively pursued, with regular market checks conducted every couple of weeks when reinvesting funds. Investments are diversified across CD issuers nationwide to avoid concentration with any single financial institution.

c. Mr. Cherrick reviewed a visual chart of deposits and withdrawals over prior years, illustrating the significant financial revitalization achieved under the current administration.
d. Mr. Cherrick shared that it is really important that the organization have a significant amount of capital to provide the services and the funding in our community to ensure that individuals with developmental disabilities have quality access to services, choice, and full inclusion.

VI. **Board Consent Agenda Items:** Cynthia Mueller, Chairperson

a. The following items were presented to the Board for approval:
   i. The minutes of February 12, 2026 DD Resources Board Meeting
   ii. The minutes of February 19, 2026 Program Committee Meeting
      - **Patrick Brennan moved to approve the board consent agenda items.**
        Sarah Sims seconded the motion.
        All voted in favor. None opposed. Motion passed.

VII. **Executive Director's Report**: Shaelene Plank

a. Agency Relations/ Eastern Region Alliance
   i. We recently met with two fellow funders to explore collaborative funding opportunities.
      - One conversation explored a partnership to jointly fund housing in North City. More discussion with the board is needed before we go any further in that process.
      - The other meeting was to share resources and brainstorm ways we can work together to support a funder's efforts to ensure students with developmental disabilities who are enrolled in city catholic schools are included in the learning experience and have access to the education supports they need.
   ii. Nate was asked to join Philanthropy Missouri's Member Engagement Committee. This will be a one-year commitment that will provide opportunities to network and recruit other funders to Philanthropy Missouri and influence the types of activities offered to members, as well as share DDR's funding priorities and hopefully inspire them to support our funded partners.
   iii. Nate and Shaelene attended their first Starling meeting this month. Starling is the trade association for DDR's providers and we are evaluating if a continued membership will be beneficial after this year.
   iv. FOCUS St. Louis Announced their 2026 What's Right with the Region Award Honorees and the Eastern Region Alliance is a winner in the category of Improving Equity and Inclusion. The ceremony will be held at the Touhill Performing Arts Center at the University of Missouri-St. Louis on Thursday, May 7, 2026 at 5 p.m. If any board members would like to attend, please let Shaelene know asap.

b. TCM
   i. The TCM Department has successfully completed onboarding for both the Health Information Exchange (HIE) and SetWorks AI initiatives.
      - Health Information Exchange (HIE)
         - ➢ The Lewis and Clark Information Exchange (LACIE), consumer health information will now automatically integrate into SetWorks. This function will support Service Advocates by streamlining access to relevant healthcare data and enabling more informed, person centered healthcare goal planning.

- SetWorks AI Implementation
    - SetWorks AI is now active within the SetWorks platform and is designed to enhance documentation quality, efficiency, and regulatory compliance. Key functions include:
        i. Real time case note review
        ii. New supervisory and quality assurance reporting tools
        iii. Automation of repetitive documentation tasks

These improvements are expected to reduce administrative burden and increase staff capacity for direct, person-centered support.

ii. Training & Piloting
- HIE training was completed at the most recent TCM All Staff Meeting. Additionally, a pilot group of 10 Service Advocates has begun testing SetWorks AI functionality to support full departmental rollout in May.

iii. We are pleased to announce that Kelsi Davis has been hired as the department's new Service Advocate Mentor. This was an internal promotion.
- Kelsi brings over 18 years of experience in the IDD field, including 10 years with DD Resources. Her expertise, leadership, and long-standing commitment to the agency make her an exceptional addition to the Mentor team. She has already demonstrated strong engagement and dedication in transitioning into her new responsibilities.

iv. Our annual TCM review with Columbus Group is scheduled for mid June. We welcome Board Members to attend the exit meeting. Samantha will provide date and time once received, and Board Members will have the option to attend in person or via Microsoft Teams.

c. Financial

i. We are excited to announce that we have hired a new Director of Finance. Chris Winkelmann will start on March 23rd and work with Lisa for a couple months to train before she retires.

d. Legislative Updates

i. Shaelene went to the capitol on February 25th and was able to meet with several legislators and celebrate Disability Rights Advocacy Day.

ii. There was a bill filed last week in the House by Representative Wendy Hausman that would allow SB40 boards to go to the voters and ask for a sales tax to replace lost revenue if property taxes were reduced or eliminated. This bill now needs Senate support.

iii. There has been a great deal of advocacy done at the capitol around the proposed DD rate cuts. Lawmakers from both chambers have said they will try to restore $80.7 million in cuts proposed by Gov. Mike Kehoe. As of yesterday, it has been restored to the House budget.

iv. In the meantime, legislation has moved forward to eliminate the income tax. HJR 174 is a constitutional amendment that would eliminate Missouri's individual income tax (as early as 2031, subject to revenue triggers). It would authorize broad expansion of sales/use taxes, including services that are currently untaxed. Beginning in 2029, political subdivisions must annually reduce specified local taxes (including personal property and residential real property tax levies) to offset any "windfall" from a broadened sales/use tax base; public school funding is carved out from reductions, shifting pressure to other levies. We do not receive revenue from sales tax but this could still impact us as expanded sales taxes on services could raise provider operating costs, increasing grant demand. If St. Louis experiences higher sales/use revenues due to the expanded base, the City may be required to reduce one or more other local taxes (including residential real property or personal property levies). That pressure can indirectly constrain our levy, depending on how the City implements offsets.

v. Shaelene met with the city assessor last week. Currently DDR is carved out of the senior property tax freeze so it does not affect our revenue. There are several bills that if passed would no longer allow the city to do this. The assessor is calculating the fiscal impact for us if these were to pass.

e. New Modular Offices
   i. DDR is still waiting on a final TCM contract from the state. The current extension now expires April 30th. Once the contract is signed, we will move forward with our order.

f. Strategic Planning/Scenario Planning
   i. Shaelene reviewed the strategic plan summary presented to the board.
   ii. Shaelene thanked the board members for responding to the availability poll for the upcoming meeting to talk about strategy moving forward. The meeting will be on April 24th at 1pm to discuss strategic priorities for the next year and do scenario planning.

g. Board Membership
   i. Cindy will be resigning from the board, effective end of May, since she is moving. Nina North-Murphy has agreed to be the Chairman of the Board June 2026 through October 2027. Starting November 2027, Sarah Sims has agreed to be the Chairman of the Board. The Nominating/Personnel Committee will need to review all of this information at their next meeting in May. They will also need to identify a new Secretary when Nina takes over as Board Chair. This new slate of officers will then be presented to the full board for approval in June.

h. Other
   i. Shaelene will be giving the reflection moment at the Board of Alderman Meeting on March 13th in honor of March being Disability Awareness Month.
   ii. There will be an agency tour of Project CU on April 8th at 9am for board members.
   iii. We will be having a retirement reception for Lisa on June 11th before and after the board meeting so please plan to attend that meeting in person as we wish her well in her retirement.

VIII. **Committee Reports:**

a. Finance Committee: Pat Brennan
   i. Review and recommendation to approve January 2026 financials, Lisa Briggs, Director of Finance –
      - Lisa Briggs reviewed the January Financials. As of January 31st, we had over $19,000,000 available. We will need about $5,300,000 to finish out this Fiscal Year. We were fully staffed in January. Our total revenue YTD is just over $9,500,000. Total expenses are $6,600,000. We funded TCM services in the amount of $383,000 for January.
      - Lisa reviewed the financial forecast provided in the packet.

      - **Catrina Adams moved to approve the January 2026 financials.**
        Sarah Sims seconded the motion.
        All voted in favor. None opposed. Motion passed.

b. Program Committee: Cynthia Mueller
   i. The Program committee met on February 19th to discuss mid year funding requests totaling $199,867. Staff is recommending $69,703.36. This will fund Easter Seals Midwest, ISLA an additional $25,165, and AADD ISLA an increase of $11,793.00. This will also fund an additional $12,593.00 for the Saint Louis ARC, and $20,160 For UCP Heartland for supporting employment.
      - The program committee is recommending these mid year funding requests to the board for approval.
   ii. Approve recommendation for mid-year funding requests
      - **Patrick Brennan moved to approve the recommendation for mid-year funding requests.**
        Sarah Sims seconded the motion.
        All voted in favor. None opposed. Motion passed.

   iii. The Program committee is currently reviewing and scoring all new funding requests and will reconvene on March 26th.

IX. **Unfinished Business**: *none*

X. **New Business**:

a. We have an emergency funding request from Promise Community Homes.
   i. Promise Homes is requesting funds to support repairs needed to address accumulated moisture in several interior walls and a portion of the ceiling of the property located on Jamieson Avenue.
      - Shaelene recommends obtaining a few more bids from Promise Community Homes before fully considering the proposal.
      - Once all bids are received, the Executive Committee will be convened to review and approve the proposal, after which it will be presented to the full Board for approval at the next Board meeting.

XI. **Announcements**

a. None

XII. **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 5:50 p.m.

Nina North Murphy
Nina North Murphy (May 18, 2026 11:37:52 CDT)

Nina North Murphy, Secretary

05/18/2026

Date Approved