ST. LOUIS OFFICE FOR Developmental Disability Resources

St. Louis Office for Developmental Disability Resources
Minutes of the Program Committee
October 29, 2026

Board Members Present:
Nina North-Murphy
Selena Washington
Delilah Sullivan

Board Members Absent:
None

Staff Members Present:
Shaelene Plank, Executive Director
Nate Head, Director of Agency & Community Relations
Christopher Winkelmann, Director of Finance
Ebony Young, Agency Relations Representative
Kelly Head, Executive Assistant

Guests Present:
Diane Stockman

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1. Call Meeting To Order
   - **The meeting was called to order by Nina North-Murphy at 4:05 pm.**

2. Introduction of guest
   - Shaelene introduced Diane Stockman, potential new board member.

3. Appoint new chair of committee
   - The committee discussed the vacant Program Committee Chair position following the departure of the previous chair.
     - Nina North-Murphy declined consideration due to other board leadership commitments.
     - After discussion of the chair's responsibilities, Selena Washington agreed to serve as Program Committee Chair.
       - With approval of Board Chair Nina North-Murphy, Selena was officially appointed committee chair.

4. Review of the FY26 Performance Portfolio Report draft, Nate Head, Director of Agency & Community Relations
   - Nate Head reviewed highlights from the FY26 Performance Portfolio Report
     - DDR invested approximately $8.3 million in community programs serving 1,624 individuals, a 2% increase over FY25.
     - Seven new programs and three capital projects were added during FY26.
     - Community Living programs utilized 99% of allocated funding and demonstrated strong outcomes.
     - Support Systems programs served nearly 2,000 individuals, families, and community members, representing a 76% increase from FY25.
     - Employment Training programs experienced challenges, including leadership turnover, referral shortages, and partnership development issues, resulting in only 54% utilization of allocated funding.

- Agency Support funding contributed to accessibility initiatives, affordable housing efforts, workforce development, transportation improvements, and community education activities.

- The committee reviewed the full report and discussed trends, including future recommendations for programs demonstrating persistent underutilization of funding.

5. Review and approve the FY28 Partner Funding Manual, Nate Head, Director of Agency & Community Relations – **Action Needed**
   - Nate Head reviewed the annual updates to the FY28 Partner Funding Manual which had been shared with the committee.
   - Revisions to the manual included:
     - Clarification of billing requirements for hourly unit-rate services.
     - Updates to incident reporting requirements involving media and law enforcement.
     - Addition of language addressing notification requirements for service delivery modifications and program changes.

       ➢ **Selena Washington called for a motion to approve the FY28 Partner Funding Manual and bring to the Full Board in November.**
       Nina North-Murphy seconded the motion.
       All voted in favor. None opposed. Motion passed.

6. FY28 funding strategies, Nate Head, Director of Agency & Community Relations
   - Staff presented recommendations for the FY28 funding cycle, including:
     - Accepting renewal applications only from currently funded partners.
     - No annual rate adjustment for FY28.
     - No requests for service growth or expansion.
   - As part of our ongoing oversight process, we will continue evaluating current partner performance, program usage, outputs, and outcomes.
     - Programs that serve less than 80% of their intended participants or expend less than 90% of their allocated resources may be considered for funding reductions or program closure.
   - The recommendations were based on projected revenues, uncertainty surrounding future property tax legislation, and the desire to maintain financial stability while planning for potential case management expansion.
   - Based on the committee feedback, Nate will prepare the FY28 funding announcement and plans to release it in December, pending Board approval.

7. Guidelines for non-emergency funding requests, Nate Head, Director of Community Relations
   - Nate presented proposed guidelines for non-emergency funding requests submitted outside the regular funding cycle.
     - The guidelines would prioritize:
       - ➢ Capital projects.
       - ➢ Local match opportunities.
       - ➢ Program growth requests, particularly in Community Living and Employment services.
     - Requests to cover operational shortfalls unrelated to program growth would generally not be considered.

       ➢ **Nina North-Murphy moved to accept the new guidelines for non-emergency funding requests as recommended by staff.**
       Delilah Sullivan seconded the motion.

All voted in favor.
None opposed.

- These guidelines will be added to the Appendix of the Partner Funding Manual, which will be taken to the board for approval in November.

8. Project CU emergency funding request
   - The committee reviewed two funding requests from Project CU:
     - $42,000 for repair and resurfacing of deteriorated asphalt near the loading dock and employee entrance.
     - $7,000 for masonry repairs to prevent water intrusion and structural damage.
   - Committee members discussed the condition of the facility and asked staff to obtain additional information regarding Project CU's maintenance planning, budgeted repair funds, and vendor bids.
   - The committee agreed to defer a recommendation until the requested information is received and reviewed by the Board.

9. Targeted Case Management update, Shaelene Plank, Executive Director
   - Shaelene Plank provided an update regarding the Missouri Department of Mental Health's announcement that all Targeted Case Management services statewide will transition to contracted providers by December 2027.
     - DDR is evaluating expansion of its Targeted Case Management department to accommodate the anticipated increase in caseloads.
     - The proposed structure would nearly double the department's size.
     - Preliminary projections indicate the expansion could operate with a surplus rather than requiring agency subsidy.
     - Facility modifications and additional staffing needs are being evaluated.
     - A detailed implementation plan will be presented to the Board in November.
     - Committee members expressed support for the direction and recognized the opportunity to improve service continuity and outcomes for individuals receiving case management services.

10. Call for motion to adjourn
    - **Delilah Sullivan moved to adjourn.**
      Nina North-Murphy seconded the motion.
      All voted in favor.
      None opposed.

The meeting was adjourned at 5:03 pm.

Sarah Sims, Secretary

11/19/26
Date Approved