

DEVELOPMENTAL DISABILITIES RESOURCE BOARD
DDRB INFORMATION

OFFICE LOCATION

156 St. Peters Center Boulevard, St. Peters, MO 63376. The DDRB office contains historical records, reference books and other materials that may be of general interest.

BOARD ADMINISTRATIVE STAFF

The DDRB has a paid staff of fifteen (15) – Executive Director, Project Manager, Controller, Accounts Manager, Community Resource Specialist, Administrative Assistant, Case Management Director, Case Management Supervisor and eight (8) case managers. The staff of the DDRB is responsible for the day-to-day operations of the Board and providing case management services to adults aged 18 and over.

HISTORY

In 1969, the Missouri legislature passed "Senate Bill 40". This legislation allowed counties to tax themselves to provide community-based programs and supports for citizens with developmental disabilities.

In April 1977, by a margin of 52 percent to 48 percent, the voters of St. Charles County passed "Senate Bill 40" at ten cents per \$100.00 of property valuation. In August 1977, the St. Charles County Commission appointed a nine-member Board of Directors, named the Handicapped Facilities Board. (In 1993, the name of the Board changed to the Developmental Disabilities Resource Board.) In April 1977, six agencies provided services to people with developmental disabilities in St. Charles County.

In 1986, because of property re-assessment, the ten cents was reduced to eight cents. However, in 1986, the voters of St. Charles County approved to increase the rate to sixteen cents per \$100.00 of property evaluation by a margin of 67% to 33%.

Through the years, the need for services grew as the population of St. Charles County increased. Today, there are 30 agencies providing services in St. Charles County, with DDRB Tax Revenues exceeding \$9,000,000.

FUNDING PRINCIPLES

- Guided by Strategic Plan
- Priority: Needs of Consumers/Families, to eliminate waiting list
- Local Support for consumers/families
- Ongoing commitment to Community Partners
- Will not supplant funding from other sources

FUNDING PROCESS

- Public Forums
- Strategic Plan
- Annual Application Process
- Public Hearing for proposed budget
- Approval of Budget
- Reports on results

ORGANIZATIONAL STRUCTURE

1. Purpose

The Board is the policy-setting, accountable body that bears the fiduciary responsibility for all acts of the DDRB.

The Board sets the financial and administrative framework for the agency and appoints and directs the Executive Director to conduct the everyday operations of the agency. The Board delegates administrative responsibility and accountability to the Executive Director, while maintaining constant check of the agency to assure that actions are within the framework of Board-established policies and procedures.

2. Board Composition

Pursuant to RSMo. 205.970, the Board shall consist of a total of nine members, at least two of whom shall be related by blood or marriage within the third degree to a person with a developmental disability as defined in section 205.968 and four of whom shall be public members.

The Developmental Disabilities Resource Board members are appointed to three-year terms by the County Executive and confirmed by the County Council. The terms of members of the Board expire January 31. Members of the Board can be reappointed at the discretion of the County Executive. They serve until replaced.

3. Committees

The President of the Board appoints a nominating committee to forward candidates for elected officers. The Board elects its offices of President, Vice President, Treasurer and Secretary every January. The President of the Board shall establish committees, including standing committees and ad hoc committees as needed.

4. Meetings

The DDRB holds its regularly scheduled full Board meetings on the third Thursday of each month beginning at 7:00pm. The typical location is the St. Charles Ambulance District Headquarters located at 4169 Old Mill Parkway, St. Peters, MO. Alternative meeting sites may be set at the discretion of the Board. If a holiday should fall on the day of a regularly scheduled meeting, the Board will vote to cancel or reschedule the meeting.

All interested agencies, consumers, and other parties are invited and encouraged to attend Board meetings. It is suggested that persons interested in attending the meetings contact the DDRB office to confirm specific meeting place. Information regarding DDRB meetings can be obtained by calling (636) 939-3351.

5. Sunshine Law

All Board meetings are open to the public in accordance with Sections 610.010 to 610.028 RSMo., Missouri Sunshine Law. The date, place and time of meetings are prominently posted

at the DDRB office. Minutes and all public records from the meetings are available for review by the public at the DDRB office. Requests should be made to the Executive Director.

6. Board Business

Board members are mailed a packet of information pertinent to the upcoming Board meeting agenda approximately one week prior to the meeting. Agencies needing to submit correspondence to the Board for the Board meeting must submit their correspondence two weeks prior to the Board meeting to the DDRB office.

COALITION OF PROVIDERS

The Coalition of Providers is a formal group that meets the first Thursday of each month. The DDRB is a member of the Coalition. The DDRB often utilizes the expertise of the Coalition membership in getting feedback on policies, procedures and strategic planning processes.