

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
April 15, 2010

The Board meeting was held at Family Support Services, 107 Sheriff Dierker Ct., O'Fallon, MO 63366. Wendy Ortwerth, DDRB Board Vice-President, called the meeting to order at 7:00 p.m. with a moment of silent reflection.

Members Present:

Joe Armour, Pam Beussink, Jim Bryner, Missy Fallert, John Morse, Wendy Ortwerth, Jim Rhodes and Heidi Weiss

Members Absent:

Dan Dozier

Welcome to Family Support Services:

Dr. Richard Goldbaum, Family Support Services Interim Executive Director, provided an update to the Board on the services and projects that are funded by the DDRB. Dr. Goldbaum introduced Sue Siekman whose son receives services funded by the DDRB. Sue discussed how instrumental Family Support Services has been in coordinating services for her son especially during a very challenging time. Sue thanked the DDRB for providing the funding for the services her son receives.

Public Hearing: FY11 Financial Projections and FY11 Funding Requests

Joe Armour motioned to open the public hearing. Missy Fallert seconded the motion. Motion passed unanimously.

Peg Capo reviewed the Public Comment Summary from the November 20, 2008 and April 16, 2009 Public Hearings.

John Thoelke, DDRB Finance Director, reviewed the FY2011 Preliminary Financial Report and the 5 year Funding History.

There were no public comments.

Joe Armour motioned to close the Public Hearing. Missy Fallert seconded the motion. Motion passed unanimously.

Public Announcements: None

Public Comments: None

Minutes:

Joe Armour motioned to approve the meeting minutes from the March 25, 2010 Board Meeting. Heidi Weiss seconded the motion. Motion passed unanimously.

Finance Report:

John Thoelke reviewed the March 2010 and 3rd Quarter Finance Reports.

FY10 Revenue

- Taxes – Ninety-five percent of the tax revenue budgeted has been received as of March 31, 2010. At the present time it looks like tax revenue will fall short of budget by \$150,000 to \$200,000.
- Case Management Billings / State GR – Variances are due to these amounts being presented on a cash basis. The current month of billing has not been received and the budget is based on 21 case managers with only 19 case managers currently employed.
- ARRA – ARRA funding received comes in the quarter following payment of service by the DDRB. The Waiver Match services payment of \$935,000 to DMH in February 2010 will generate almost \$225,000 in ARRA funding for the DDRB in the fourth quarter.

FY10 Expenditures

- Agency Operations / DMH Trust – The DDRB FY10 Budget is built on a 10% lapse which appears to be occurring in operations.
- DDRB Operations – Additional lapse is due to not being fully staffed.

- Capital / One-Time – The budget is based on a 30% lapse. Agencies tend to wait until late in the fiscal year to determine if they have the matching funds to pay for DDRB funded Capital items. ARRA funding approved throughout FY10 did not have a mandatory use date and has 100% DDRB funding, so projecting FY usage is difficult. Despite the uncertainties it appears that the 30% budgeted lapse will occur.

Jim Bryner motioned to approve the March 2010 and 3rd Quarter Finance Reports. Pam Beussink seconded the motion. Motion passed unanimously.

Executive Director's Report:

Peg Capo reported on the following:

DDRB FY2011 Funding Cycle Update:

The following dates have been set for upcoming regular and special Board meetings:

Board Kick-Off Meeting	Thursday, April 29, 5:30 PM Grappa Grill
Agency Hearing	Thursday, May 6, 5:30 PM St. Charles Community College
Regular Board Meeting	Thursday, May 20, 7:00 PM Community Living (Dardenne Prairie)
Board Working Session	Tuesday, June 1, 5:30 PM St. Charles Community College
Regular Board Meeting	Thursday, June 17, 7:00 PM St. Louis Life

Missouri Budget Update:

The Senate Appropriations Committee continues to work on the FY2011 state budget. Actions taken last week include reducing Caseload Growth (funding for the 5,000+ individuals on the Division of DD Waitlist). The Governor and the House of Representatives has recommended \$6.2 Million. The Senate reduced the budget to \$3.45 Million. In addition, the Senate and the House cut all funding for the new Autism Waiver. However, the Senate may amend this item before they close the budget discussions.

Meeting with Bernie Simons, Director of the Division of DD

Bernie Simons was invited to the St. Louis Region to meet with the four Senate Bill 40 Board Executive Directors and the St. Louis Regional Office leadership (Deputy Director and two regional Office Directors) to discuss region wide planning. Each of the SB40 Board Directors gave an overview of their counties. Then, Bernie updated the group on his restructuring plan for regional offices around the state. Collectively the group presented the request that he redirect 7 FTE to this region to handle critical crisis intervention and priority provider issues. He indicated that the state will continue to provide case management in this region. He will consider the request for additional regional center staff.

Case Management Director's Report:

Robyn Peyton reported on the following:

- The case management program is now serving 589 customers.
- Recently Robyn was asked to submit an application to be a member of the Regional Advisory Council. The Regional Advisory Council (RAC) has been in existence for several years, however, for the past few years it has not been active. The division wants to revive the council, thus the request for new members. Members include parents, self advocates, SB40 representatives and other community partners. The first meeting will be held on April 27 at the St. Charles County Regional Office.
- By the end of May, the annual customer satisfaction surveys will be mailed out to all of our customers. Shortly following, community partner surveys will be mailed out to a majority of the agencies the DDRB has partnered with throughout the year.
- This past month, the DDRB received its first Medicaid audit request to justify one day of billing on a customer. These are random requests made by Missouri Department of Social Services. The DDRB was able to mail the documentation the same day the request was received.

Coalition and Legislative Reports:

Sheri Wiltse, Coalition President reported on the following:

- April 1 was Peg Capo's 17th Anniversary as Executive Director for the DDRB.
- The Coalition continues to have presentations at each meeting. St. Joachim & Ann was the presenter at the last meeting.
- The coalition continues to grow and now has 24 provider agencies as members.
- The Coalition Collaboration Committee is pleased to announce the selection of Staples Advantage as our preferred office supply vendor.
- It was announced that the Direct Support Professional Awards Ceremony will be in October.

Finance Committee:

John Thaelke reviewed the minutes of the April 1, 2010 Finance Committee Meeting.

Technology Work Group Committee:

Peg Capo reviewed the minutes of the March 10, 2010 Technology Work Group Committee Meeting.

Old Business:

None

New Business:

1. St. Louis Society: Audit Extension Request

John Thaelke reported that St. Louis Society has requested an extension for filing their calendar year 2009 audit with the DDRB. John suggested to the Board to extend this deadline to July 31, 2010.

Joe Armour motioned to approve the St. Louis Society audit extension deadline to July 31, 2010. Jim Rhodes seconded the motion. Motion passed unanimously.

2. Willows Way: Emergency Request-Discussion

John Thaelke reviewed the Willows Way request for emergency funding due to the anticipated cash flow issues Willows Way will encounter in June and July of 2010. This was an item for discussion and official Board action will take place at the May Board meeting.

Adjournment:

Joe Armour motioned to adjourn. Missy Fallert seconded the motion. Motion passed unanimously.

Respectfully Submitted: Keri Riley _____