

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
April 17, 2008

The Board meeting was held at the Non-Profit Development Center, 425 Spencer Rd., St. Peters, MO. Jim Bryner, DDRB 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, Harry Corbett, Dan Dozier and Heidi Weiss.

Members Absent:

Joann Leykam, Cindy Ostmann and Mike Sellenschuetter.

Special Recognition:

Jim Bryner presented a plaque to Dr. Brian Stufflebam in recognition of his many years of service on the DDRB Board.

Public Hearing: FY09 Financial Projections and FY09 Funding Requests

Harry Corbett motioned to open the public meeting. Heidi Weiss seconded the motion. Motion passed unanimously.

Peg reviewed the Public Comment Summary from the 4-19-07 and 11-15-07 Public Hearings.

John Thaelke, DDRB Finance Director, reviewed the FY2009 Preliminary Financial Report and the 5-year Funding History.

Jim Bryner opened the floor to comments from the public.

Denise Gould, a parent of an adult with a developmental disability, addressed the Board seeking help to overcome barriers for people with disabilities needing employment. Individuals who are at home become isolated and depressed without meaningful employment. Denise and Debbie Gillespie, Executive Director for Adapt-

Ability, feel that the problem lies within our system.

Jim Bryner stated that employment is a focus point within the DDRB's Strategic Plan.

Becky Greening, Director of Community Living for Life Skills, stated that their new Pilot Project, Corporate Job Marketer, will be tackling employment issues and will try to collaborate services among agencies to help the unemployed.

There being no further public comments, Harry Corbett motioned to close the Public Hearing. Dan Dozier seconded the motion. Motion passed unanimously.

Public Announcements:

Barb Griffith, Executive Director of CLI, and Dick Goldbaum, Interim Executive Director for Family Support Services, announced that these two agencies have been meeting to determine if they can collaborate services to better meet the needs of St. Charles County citizens with developmental disabilities.

Public Comments:

None

Minutes:

Harry Corbett motioned to approve the meeting minutes from the March 13, 2008 Board meeting. Pam Beussink seconded the motion. Motion passed unanimously.

Finance Report:

John Thaelke reviewed the March 2008 monthly Finance Report and the 3rd Quarter Report.

- Presently, a \$130,000 shortfall vs. budget is projected for FY08 in tax revenue.
- Case Management billings for the second half of February and all of March are not reflected in the Finance Report due to the delay in billing with our transition to a new software system. These billings have since been submitted for payment.
- Capital-One-Time budget has a high budget variance since many agencies wait until the end of the fiscal year to purchase and bill.

- Operations projected lapse is 10% or about \$965,000. The budget was built anticipating an 8.5% lapse. The increased lapse will lessen the impact of projected shortfalls in revenue.

Harry Corbett motioned to approve the Finance Reports as presented. Joe Armour seconded the motion. Motion passed unanimously.

Executive Director's Report:

Peg Capo reported on the following:

Resignations:

- Cindy Ostmann has submitted her resignation on the DDRB Board due to scheduling conflicts and her unavailability to attend many of the upcoming Board Meetings.
- Johanna Brooks, DDRB Quality Assurance Specialist, will be moving to Memphis, Tennessee. Her husband has acquired a new job in that location. Johanna will be with us through the end of May 2008. Advertising for her position has taken place and interviews will follow.

Legislative Update:

- The Missouri House of Representatives approved a 3% COLA for Department of Mental Health community providers. The Senate approved 2%. The final amount will be negotiated in conference committee.
- Additional funds for county-based case management were not approved. Some counties are moving forward with expanding case management services without additional DMH funds.
- Senator Tom Dempsey's bill SB1166, which provides for cost of living increases for Department of Mental Health contracted community providers, has not been voted out of committee.
- The Coalition will be hosting an Administrative Assistant's luncheon at the Capitol on April 22nd for the Administrative Assistants of our county legislators.

Healthy Challenge:

One of the DDRB teams, The Transformers, won the February Healthy Challenge and was featured in the St. Charles Chamber's newsletter. The Healthy Challenge terminates at the end of April. Currently, we have a DDRB team in first, second and third place in the overall competition.

Case Management Director's Report:

Robyn Peyton reported on the following:

- **Accomplishments**
The DDRB Case Management Program is quickly approaching the two-year anniversary and currently providing services to 357 individuals.
- **Expansion**
Interviews are taking place to hire two additional case managers and to move two existing case managers into mentoring roles.
- **St. Charles Regional Office**
The local St. Charles Regional Office has been given the approval to fill vacant positions. Once this office is fully staffed, the average caseload size will be approximately 1:53.
- **DMH Waiting List**
Both the DDRB and Regional Office case management teams continue to work on setting up services for those identified for allocation of funds from the Waiting List. To date, 53 services have been authorized.

Coalition and Legislative Reports:

Peg Capo reported on the Coalition and Legislation in her Executive Director's Report.

Committee Reports:

• **Finance**

John Thaelke, DDRB Finance Director, reviewed the minutes from the April Finance Committee Meeting. He noted that the City of O'Fallon has approved the 353 Tax Abatement.

Old Business:

1. DDRB Owned Group Home Sewer Update

Peg Capo reported that she, John Thaelke, Barb Griffith and Keith Henson, from CLI, have met with Charles Feldman, Director of the Development Review Division of the St. Charles County Community Development Department, to discuss establishing a Neighborhood Improvement District (NID) to connect a DDRB group home to sewer service. Talks are still ongoing and Peg will provide updates on this subject in her monthly Executive Director's Report.

2. Information Technology Consultation Recommendation

Peg Capo stated that two companies met with the DDRB Technology Work Group in April 2008 to review their qualifications and answer questions in response to an RFQ for an information technology consultant. The work group recommends Glen Goldstein to be hired to perform the study for the DDRB. He has experience in the field of developmental disabilities, the public sector and, specifically, Senate Bill 40 Boards.

Harry Corbett motioned to approve a budget up to \$20,000 to hire Glen Goldstein to perform the Information Technology Study for the DDRB and to amend the FY08 budget. Dan Dozier seconded the motion. Motion passed unanimously.

New Business:

1. St. Louis Society: Audit Extension Request

John Thaelke reported that the St. Louis Society is requesting an extension until July 31, 2008 to file their calendar year 2007 audit with the DDRB.

Harry Corbett motioned to approve the audit extension request by St. Louis Society to July 31, 2008. Heidi Weiss seconded the motion. Motion passed unanimously.

Adjournment:

Harry Corbett motioned to adjourn. Joe Armour seconded the motion. Motion passed unanimously.

Respectfully Submitted: Diane Diehl _____