

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
March 16, 2017

The Board meeting was held at the DDRB Office, 1025 Country Club Road, St. Charles, MO 63303. Margaret Kelpé, DDRB President, called the meeting to order at 7:00 p.m. with a moment of silent reflection.

Members Present:

Dan Dozier, Missy Fallert, Bryon Hale, Margaret Kelpé, Mike Mahoney, John Morse and Jim Rhodes

Members Present via phone:

Bart Haberstroh (not able to vote)

Members Absent:

None

Mission Moment:

Emile Johnson, EmmausLink Program Coordinator, gave a brief overview of the EmmausLink program. Emile thanked the Board for their continued support of the Program and introduced the Board to two families that have been given choices and opportunities through the EmmausLink Program.

Jesse and Kelly Hicks gave their personal experience with the EmmausLink Program. Jesse has been a long time participant and participates in an array of activities through EmmausLink. While participating in EmmausLink, Jesse has learned to play the harmonica, cook and a number of other skills. Kelly described that not only has Jesse taken college classes and learned new skills but has developed long lasting relationships with other participants while strengthening his social interaction skills.

Logan and Kristen Kennet also described their experiences with the Program to the Board. Logan has been a participant in EmmausLink for approximately a year, and in that time has learned cooking skills, taken a finance class, gone to a Valentine's dance and taught his dachshunds to sing. Kristen has seen a huge difference in Logan's social interaction skills and knows that the EmmausLink program is the reason.

Public Comments and Announcements:

None

Minutes of Board Meeting:

Jim Rhodes motioned to accept the February 16, 2017 Board meeting minutes as presented. Dan Dozier seconded the motion. Motion passed unanimously.

Finance Director's Report:

John Thielke's February 2017 Finance Report included the following:

FY17 Revenue

- **Taxes** – Based on historical data the DDRB should meet the FY17 budget for tax revenue.
- **Case Management Billings** – Billings are processed one month in arrears. The budget is based on a full team of 36 case managers. FY17 started with 30 case managers and currently there are 33 case managers. It takes three to six months for a case manager

to have a full caseload and for the revenue from billings to be reflected in the financials. Comparison to FY16 is currently favorable, but that may change if a TCM rate reduction is imposed by CMS.

- **Rent** – Revenue is consistent with the budget.

FY17 Expenses

- **Agency Operations** – Based on YTD Actuals there appears to be more lapse occurring in FY17 but a number of agencies are not current in their billing. Agencies will be providing a projected lapse for FY17 funded programs with their FY18 funding requests. This information will be a better guide to project FY17 lapse.
- **DMH Trust Fund** –John is processing August – January billings to be paid in March.
- **DDR B Operations** – DDR B Operations lapse is due to the budget including positions that currently have not been hired. This is intentional as Leadership hires as needed.
- **Capital One-Time** – DDR B facility upgrades have been a majority of the expenses paid to date.

Jim Rhodes motioned to accept the January 2017 Finance Reports as presented. Bryon Hale seconded the motion. Motion passed unanimously.

Executive Director Report

Peg Capo's Executive Director Report included the following:

Legislative Update – Budget

On Thursday, February 23, Governor Greitens announced that he would use the recently-announced \$52 Million revenue from legal settlements (including tobacco settlement funds) to restore his proposed cuts to in-home and nursing services (home and community based services) and K-12 school bus transportation. Since these funds are one-time, he cautioned that this is a short-term fix and that long term reforms and reductions will be necessary. The Governor's statement was included in the Board packet.

Also included in the Board packet was the most recent MARF Legislative Update. FACT's Parent Partner Demonstration Project funding (\$300,000) was restored to the budget by the House Subcommittee on Appropriations: Health, Mental Health and Social Services. This is thanks to Representative Justin Hill who made the recommendation and secured committee support. The budget now goes the House Budget Committee on March 8. They completed a mark-up of the final recommended budget bills the week of March 13. The full House of Representatives are expected to vote on the budget when they return from spring break. Then the budget will move on to the Senate.

In addition, the House Subcommittee on Appropriations: Health, Mental Health and Social Services restored partial funding of the Rate Rebasing (\$7.2 million General Revenue). The legislature must give final approval to the FY18 state budget by May 5, one week before the session ends on May 12.

February Division of DD Report

Included in the Board packet was the February report from the Division of Developmental Disabilities. Dr. Mike Nietzel, Acting Division Director, gave the report at the MACDDS meeting. He cautioned that the revenue estimate for FY2018 seems high (3.8%), given the current rate of growth (3.0%). He also is

concerned that corporate tax reductions in the next several years will significantly reduce revenues as well.

The DDRB has been informed by the Division of DD that they continue to review the Unit Cost Reports on Targeted Case Management. They assured county boards that a rate reduction is not imminent. Also, if and when there is a rate reduction, it will not be retroactive. John and Robyn continue to develop the DDRB's Case Management Risk Assessment Plan to ensure that we focus on continuing to provide quality case management to all St. Charles County residents with developmental disabilities, age 17 and above, who choose DDRB services.

Case Management Director Report

Robyn Peyton's Case Management Director Report included the following:

- The case management program is currently serving 1,217 customers. This number is again a decrease from last month due to several deaths.
- Michael and Robyn took a trip to Springfield last month in order to meet with the Greene County SB40 and discuss their implementation of electronic records. Their program is very similar to ours in size and style. They have been in implementation for a few years now so they were able to share lessons learned as well. Michael and Robyn will also be meeting with a few more county boards in order to compare systems before putting forth a proposal.
- The Co-Occurring Developmental Disabilities/Behavioral Health Committee continues to work diligently on building capacity and resources for those individuals who need more specialized services and support. In February, a one day conference was held on the topic was co-occurring issues. In addition, the committee is working to expand an "emergency room enhancement project" which is a program that provides more intensive support services to those who have repeat admissions to emergency rooms for treatment. Two crisis respite homes have also recently opened. These homes can be accessed through the Division's authorization system. Discussions are now taking place regarding a standardized assessment system in order to identify those with co-occurring issues more immediately upon admission.
- The "Evidence for Hope" conference was held in the beginning of March. As Robyn reported last month, this was a conference to report results since the inception of the Partnership for Hope program in 2010. The day included several panels consisting of family members, participants in the program, and professionals. Video testimonials from participants across the state were also shared. It was a very informative and inspirational day for everyone! One of our customers and his sister were on one of the panels as well. The conference concluded with a public comment session in order for the Division to gather feedback prior to submitting the waiver application in the fall.

Coalition Report

Craig Strohbeck, Coalition President, reported on the following:

Training Committee Update:

- The DSP Workshop was held March 15 & 16 at St. Charles Community College. Peter Leidy was the keynote and he provided an incredible opening session. Surveys will provide more feedback on how it was received, but the Wednesday sessions were full and DSPs were engaged. Other topics addressed included Positive Interactions in the community, Aging with Disabilities, Empathy in Your World, Tai Chi, Conflict Resolution, Tools of Choice, Mental Health 101, Self-Care, Crisis Intervention Team and Employment Supports.

- An AAIM training is set for June 2 from 8:30-12:30 at DDRB. The topic of this training will be Social Media.
- A New Member packet is being put together and will be ready by the May meeting.

Legislative Committee Update:

- The committee continues to monitor DMH 3% cuts with the hope that some of the cuts will be reinstated utilizing one-time tobacco tax funding.
- Several people from the legislative committee will be meeting with Senators Eigel and Onder to discuss Medicaid block grant concerns.
- The committee met with St. Charles legislators and discussed funding for the St. Charles County demonstration project being administered through F.A.C.T. There is support for the project, but there are still questions about whether or not the project will be fully funded.
- The next St. Charles Legislative Committee meeting is scheduled for Monday, March 20, 2017 from 8:45 to 10:00 am at the DDRB offices.

Program Committee Update:

- The Coalition held its second roundtable discussion of the fiscal year and Awareness was our topic. Great feedback was received on what message agencies and customers want the public to understand, how agencies currently work to increase awareness, some suggestions of how everyone could work together and what outcomes would be important measures of the efforts.
- There will be a Kickball Tournament held on April 9 at Lindenwood University for agencies. It's an inclusive event with the winner having bragging rights. Cost to participate is snacks to share.
- People First will be presenting at the April meeting.

Finance Committee

Mike Mahoney reviewed the March 14, 2017 Finance Committee meeting minutes.

Human Resource Committee

Peg Capo reviewed the February 16, 2017 and discussed the March 16, 2017 Human Resource Committee meetings.

Program Committee

Margaret Kelpé reviewed the March 2, 2017 Program Committee meeting minutes.

Old Business

1. 2017 Cultural Competency & Diversity Plan

Vicki Amsinger presented the 2017 Cultural Competency & Diversity Plan for approval.

Bryon Hale motioned to approve the 2017 Cultural Competency & Diversity Plan as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

Margaret Kelpé announced that item six under New Business on the agenda, Show Me Aquatics & Fitness Request will be removed from the agenda.

New Business

1. Preliminary 2017 Tax Rate

John Thaelke presented the 2017 Preliminary Tax Rate recommended by the Finance Committee of .1369 per \$100 assessed. The tax rate will be set in September 2017.

Mike Mahoney motioned to approve the Preliminary 2017 Tax Rate as presented. Dan Dozier seconded the motion. Motion passed unanimously.

2. Center for Specialized Services Audit Extension

The Center for Specialized Services has requested a FY2016 Audit Extension until April 15, 2017. The Board has requested that the final audit, when submitted, be reviewed by the Finance Committee.

Dan Dozier motioned to approve The Center for Specialized Services Audit Extension Request with review of final audit in Finance Committee as discussed. Missy Fallert seconded the motion. Motion passed unanimously

3. Pathways to Independence Unit Request

Pathways to Independence has requested an additional 100 units to meet the needs of individuals served. This would increase the budget by \$3,363 for FY2017 for a new total budget of \$40,356. This would become the baseline for the FY2018 budget request. The 100 units was originally requested in Pathways' FY2017 Application, the Board cut the 100 units due to lapse at the FY2017 Working Session, with the understanding that if Pathways needed the additional units in FY2017, they could come back to the Board and request those units that were cut.

Mike Mahoney motioned to approve Pathways to Independence's unit Request and to amend the FY2017 budget as presented. Missy Fallert seconded the motion. Motion passed unanimously.

4. Unlimited Play

Unlimited Play is requesting funds for a piece of equipment for Zachary's Playground in Lake St. Louis. The City of Lake St. Louis is resurfacing the playground for its 10th Anniversary and Unlimited Play sees this as an opportunity to add a Spinme to the playground. Spinme is a fully accessible merry go round and would be the only one known to exist in the country. Unlimited Play sees this as a unique opportunity to provide a unique piece of equipment to the residents of St. Charles County. The Spinme request is for up to \$12,000. The Board encouraged Unlimited Play to find project savings and/or fundraise for the equipment where possible.

Missy Fallert motioned to approve Unlimited Play's Request for up to \$12,000 and amend the FY2017 budget. Jim Rhodes seconded the motion. Motion passed unanimously.

5. FACT – Parent Partner Request

FACT is requesting both a funding transfer and an emergency request for funds for their Parent Partner Program. This request is a result of a portion of expected state funding being withheld in FY2017. FACT requests to transfer funding that will lapse in their Advocacy Program to the Parent Partner Program in the amount of \$22,000. In addition, FACT has requested emergency funding in the amount of \$19,458. These requests would allow FACT to continue providing the same level of service through FY2017. The State budget for FY2018 has yet to be set, and FACT will not know FY2018 needs until that budget is signed.

Missy Fallert motioned to approve FACT's request to transfer \$22,000 from the Advocacy Program to the Parent Partner Program, approve \$19,458 of emergency funding and to amend the FY2017 budget as presented. Dan Dozier seconded the motion. Motion passed unanimously.

Adjournment

Jim Rhodes motioned to adjourn. Missy Fallert seconded the motion. Motion passed unanimously.

Respectfully Submitted: Nikki Rogers _____