

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
May 18, 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 7:10 p.m. with a moment of silent reflection.

Members Present:

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

Members Absent:

None

Carolyn Hoffman Recognition:

Peg Capó presented a replica of the April 5, 1977 ballot for the St. Charles County SB40 Board vote to Carolyn Hoffman in recognition of her 34 years of service working in the DD field. Peg spoke of Carolyn's integral part in Peg's transition as DDRB Executive Director in 1993. Carolyn thanked the Board for the recognition and shared stories of saving the ballot from being thrown away during Peg's transition.

Mission Moment:

Robyn Peyton presented a video shown on KSDK Newschannel 5. The video was shown during Mike Bush's *Making a Difference* segment and starred a DDRB consumer. The video can be found at <https://www.youtube.com/watch?v=-fQNpcpok-s&list=PLtxwUv5r5kpW2cYMeSgEoNUal3su2c8jx&index=7>

Public Comments and Announcements:

None

Agency Hearing Minutes:

Jim Rhodes motioned to accept the April 20, 2017 Agency Hearing meeting minutes as presented. Missy Fallert seconded the motion. Motion passed unanimously.

Minutes of Board Meeting:

Bryon Hale motioned to accept the April 20, 2017 Board meeting minutes as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

Working Session Minutes:

Jim Rhodes motioned to accept the April 27, 2017 Working Session meeting minutes as presented. Bart Haberstroh seconded the motion. Motion passed unanimously.

Finance Director's Report:

John Thøelke's April 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 3-6 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.
- **Rent** –Revenue is consistent with the budget.

FY17 Expenses

- **Agency Operations** – Based on agency lapse projections, it appears that FY17 lapse will be at 8.25%, which is below the 9% used for budget planning.
- **DMH Trust Fund** –The DDRB is current on Medicaid Match Billing. John is estimating about a \$64,000 lapse.
- **DDRB Operations** – DDRB Operations lapse of about 14% is due to the budget including positions that currently have not been hired. This is intentional as Leadership hires as needed.
- **Capital One-Time** – DDRB facility upgrades have been a majority of the expenses paid to date. A projected lapse of \$180,000 consists of Phase II funds not needed due to bids coming in lower than expected and one agency not able to use the funds in FY18.

Jim Rhodes motioned to accept the April 2017 Finance Report as presented. Missy Fallert seconded the motion. Motion passed unanimously.

Executive Director Report

Peg Capo’s Executive Director Report included the following:

Legislative Update – Budget

As required, the legislature gave final approval to their recommended FY2018 budget by May 5. Included was a 1.5% cut to Medicaid rates and Rate Rebasing funds.

For the Parent Partner Program, the following was passed:

“For the purpose of funding the Family Support Partnership Program
53 Expense and Equipment
54 From Missouri Senior Service Protection Fund (0421). 300,000
55 From Department of Mental Health Federal Fund (0148). 2,700,000”

The Missouri Senior Services Protection Fund was created by the Senate as an alternative to eliminating the Circuit Breaker tax credit for low-income seniors and individuals with developmental disabilities who rent their homes. The Missouri Senior Services Protection Fund in a one-time funding solution (\$35,400,000) to maintain crucial services, including In Home Attendant Services for individuals at risk of nursing home placement and the FACT Parent Partner Project. The Senate Substitute, which was included in the Board packet, has not yet passed the House. Without House approval, the funded likely will not be approved for these critical services. The legislative session adjourned Friday, May 12.

Also included in the Board packet is a presentation explaining the Missouri Budget and its approval process given by the Missouri Budget Project at May’s Community Council Network Luncheon.

MO ABLE

On April 24, Missouri launched the MO ABLE program. This program offers individuals/families the opportunity to create a tax-advantaged investment account for the person with disabilities. The account balance does not affect eligibility for programs like SSI and Medicaid. More information is included in the presentation that was included in the Board packet at www.moable.com

Case Management Contract Negotiations

The Division of DD informed MACDDS that, if the requirement to provide case management to individuals who are not Medicaid-eligible is removed from our contracts, the state will immediately cease providing case management to individuals not eligible for Medicaid. They cannot provide a service that is deemed optional, due to lack of funds. This would negatively affect around 800 individuals in St. Charles County. So, we are not supporting major contract changes until we have a better plan for providing support to individuals not eligible for Medicaid. Another meeting will take place on May 24 to continue negotiations.

Case Management Director Report

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

- The Case Management program is currently serving 1,216 customers.
- Another Case Manager has left the DDRB to pursue an opportunity with a partner agency. Gina Ruedin had been with the Case Management program for 9 years. The last two years Gina has also been our Transition Specialist for the St. Charles Habilitation Center. She has done great work for the program and the DDRB wishes her success in her new endeavors. That being said, interviews were completed and two new case managers will begin in May. Stephanie Williams starts on May 15 and Karen Shatto on May 22. In addition, one more case manager will start in June. Kelly Perry will join the program on June 5.
- Judy participated in the Francis Howell School District professional development day. She spoke to approximately 50 teachers about eligibility Medicaid, Social Security and the DMH application process. She handed out multiple resources and had an extensive Q & A session with staff. There were many questions and discussions in regards to graduation and transition to adult services.
- It is time for our annual customer and community partner satisfaction surveys to be distributed. Customer surveys will be mailed by the end of May and partner surveys will be sent out via e-mail in June.
- Two of our staff will be attending the Life Course Framework Showcase in Kansas City next week. The conference will feature how different areas of the state are implementing the life course planning tools in order to enhance the individual planning process.

Coalition Report

Katie Jones, Coalition Member, reported on the following:

Training Committee Update:

- The AAIM training scheduled for June 2 from 8:30 a.m. – 12:30 p.m. at the DDRB is nearly full. The topic is Social Media and targeted to middle managers.
- Linda Taylor is stepping down as chair effective June 30. Jessie Steinberg with Pathways to Independence will chair the Training Committee for FY18.

Legislative Committee Update:

- Our last committee meeting was held on Monday, May 15th. Bill Gamble reported that general revenue is being used with tobacco settlement monies to provide a one-time fix for funding.
- Corporate tax cuts are due to kick in next fiscal year. Bill believes this coming year will be as bad or worse with regards to funding for people with disabilities as this year.
- The Governor has until June 30, 2017 to sign the budget. Bill suggested contacting the Governor's office in regards to preserving funding for the \$300,000 St. Charles Partnership Program's pilot project.
- The committee discussed renewal of lobbyist contract with Gamble and Schlemeier. The group agreed that they would like to continue to contract with Gamble and Schlemeier. Bill did not want to ask for a raise at the present time when agencies and individuals with disabilities are experiencing cuts. The committee decided to continue the contract with the same rate of pay with minor changes.
- Katie Jones from BCI has agreed to co-chair the Legislative Committee for FY18. Ann Mangelsdorf agreed to mentor during the transition.

Program Committee Update:

- In May, the presenter was Ed Thomas, the E.D. of a central MO SB-40 Board. He spoke about reducing victimization of people with disabilities. He shared very personal stories of individuals who were victimized. He encouraged us to share the website, www.andwecanstopit.org which has a great deal of information and education regarding the victimization topic, signs to watch for and actions to take to report and prevent future occurrences.
- In June, the presenter will discuss the recently unveiled ABLE saving accounts, which allows people to accumulate additional assets without impacting their federal benefits.

Finance Committee

Mike Mahoney reviewed the May 2, 2017 Finance Committee meeting minutes.

Human Resource Committee

Peg Capo summarized the May 18, 2017 Human Resource Committee meeting.

Program Committee

Missy Fallert reviewed the May 11, 2017 Program Committee meeting minutes.

Old Business

None

New Business

1. Late Application Acceptance

A. Late Application

i. Future Stars Academy

Future Stars Academy submitted a late FY2018 Application for Funds. On the due date, March 3, 2017, they had no forms submitted. If they submit their FY2019 Application for Funds late, it will not be accepted.

ii. **ITN*StCharles***

ITN*StCharles* submitted a late FY2018 Application for Funds. On the due date, March 3, 2017, they had no forms submitted. If they submit their FY2019 Application for Funds late, it will not be accepted.

iii. **Booneslick Regional Planning Commission – MO Rides**

Booneslick Regional Planning Commission submitted a late FY2018 Application for Funds. On the due date, March 3, 2017, they had no forms submitted. If they submit their FY2019 Application for Funds late, it will not be accepted.

Dan Dozier motioned to accept Future Stars Academy's, ITN*StCharles*' and Booneslick Regional Planning Commission's Late FY2018 Application for Funds as presented. Jim Rhodes seconded the motion. The motion passed with six yays and one nay.

B. Application Issues

i. **Caring Solutions**

Caring Solutions submitted a late FY2018 Application for Funds. On the due date, March 3, 2017, they had not yet submitted their Finance Application. If they submit their FY2019 Application for Funds late, it will not be accepted.

Bart Haberstroh motioned to accept Caring Solutions' late FY2018 Application for Funds as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

2. Pilot Projects Moving to Operations Approval

- A. **Easter Seals Midwest – Project Search**
- B. **Pathways to Independence – Skills Development**
- C. **Recreation Council – PC Attendant**

Missy Fallert motion to approve Project Search, Skills Development and PC Attendant programs to move from Pilot Project to Operations status. Jim Rhodes seconded the motion. The motion passed with six yays and one nay with the nay being specifically for the Project Search program.

3. FY2018 DDRB Combined Budget

The Board reviewed the DDRB Administrative and Case Management Combined Budget Request for FY2017 for a total of \$4,781,433.

Missy Fallert motioned to approve the DDRB Combined FY2018 Budget as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

4. FY2018 Budget Approval

John Thoele reviewed the FY2018 Budget finalized at the April 27, 2017 Board Working Session. The overall FY2018 budget is \$17,080,438. At this time, the following contracts will be withheld until program implementation is approved: Center for Specialized Services – Adaptive Equipment, Coalition of Service Providers – Direct Support Conference, Easter Seals Midwest – Employment Access, Francis Howell School District – Day Care, Fort Zumwalt School District – Daycare, Future Stars Academy – Daycare, Orchard Farm School District – Day Care and YMCA – Daycare.

Dan Dozier motioned to approve the FY2018 Budget as presented. Neil Whipple seconded the motion. Motion passed unanimously.

5. Contract Additional Conditions of Funding

Included in the Board packet was a list of FY2018 contract additional conditions of funding for each agency.

Mike Mahoney motioned to approve the FY2018 Contract Additional Conditions of Funding as presented. Neil Whipple seconded the motion. Motion passed unanimously.

6. Authorization for the President to Sign Contracts

Dan Dozier motioned to authorize the President to sign the FY2018 contracts. Missy Fallert seconded the motion. Motion passed unanimously.

Adjournment

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

Respectfully Submitted: Nikki Rogers _____