

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
May 16, 2019

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

Members Present:

Dan Dozier, Todd Gentry, Missy Fallert, Bryon Hale, Mike Mahoney, Jim Rhodes and Sue Sharp

Members Absent:

Joe Barton and Connie Tan

Mission Moment:

People First of St. Charles County presented their 2019 Developmental Disabilities Awareness Campaign materials. Sarah Miley, People First Advisor, Adam Frey, People First – St. Charles County Secretary and Statewide Representative and Amber Bullock, People First – St. Charles County talked to the Board about deciding to create their own Developmental Disabilities Awareness Campaign for 2019. As a chapter, they decided on a campaign motto "Just because you can't see it doesn't mean it's not there." In order to be current they created campaign materials that mimicked social media. People First plans to run their campaign all year and will include presentations at: schools, school board meetings, city council meetings and more. People First of St. Charles County is very proud of the work put into their campaign this year.

Public Comments and Announcements:

None

Minutes of Agency Hearing:

Bryon hale motioned to accept the April 10, 2019 Agency Hearing meeting minutes as presented. Sue Sharp seconded the motion. Motion passed unanimously.

Bryon Hale motioned to accept the April 25, 2019 Agency Hearing meeting minutes as presented. Dan Dozier seconded the motion. Motion passed unanimously.

Minutes of Board Meeting:

Bryon Hale motioned to accept the April 18, 2019 Board Kick-off/Working Session meeting minutes as presented. Dan Dozier seconded the motion. Motion passed unanimously.

Finance Director's Report:

John Thaelke's April 2019 Finance Report included the following:

FY2019 Revenue

- **Taxes** – The projection for FY2019 revenue is \$12,200,000. This is a budgeted increase of 1.8%. This increase has been taken into account for the FY2020 budget.
- **State Funding** – The DDRB has billed for the remainder of the Parent Support Partner. Revenue should be received in late May or early June.
- **Case Management Billings** – Billings are consistent with staffing levels. Planned growth in FY2019 did not occur due to the State not allocating enough funding to cover 100% of the local match. Recently, the Governor signed the FY2019 supplemental budget which included an increase in TCM match funds.

- **Rent** – Variance to prior year is due to reduction in rent received due to the sale of the Respite Care Home on June 29, 2018.

FY2019 Expenses

- **Agency Operations** – Billings and payments have remained consistent throughout FY2019.

Sue Sharp motioned to accept the April 2019 Finance Report as presented. Bryon Hale seconded the motion. Motion passed unanimously.

Executive Director Report

Peg Capo's Executive Director Report, which included the following:

State Budget Update

The Budget Conference Committee reached consensus on the Department of Mental Health budget for FY2020. The Rate Rebasing budget was set at \$20 Million General Revenue, well below the \$76.5 Million needed to get direct support staff wages to competitive levels. This will result in modest increases to rates. The DMH is calculating the impact for July 1. The Targeted Case Management item received the requested \$1.5 Million increase. The budget is not final until Governor Parson signs it (prior to July 1). The Missouri legislature will adjourn at 6:00 pm on Friday, May 17.

Targeted Case Management Rate

The TCM rate will be rebased, effective July 1, 2020. The Division of Developmental Disabilities has hired Mercer, a consultant, to provide information to help justify the new rate. They will look at costs, trends, competitive environment and related services in creating a justifiable rate. The Division will use this analysis to recommend a rate to CMS (Centers for Medicare and Medicaid Services). Mercer also worked with the Division in providing justification for the Rate Rebasing Budget request for providers. The Division is interested in continuing to provide a competitive rate and is working with the MACDDS TCM Work Group to explore options.

Missy Fallert joined the meeting and began presiding over the meeting.

Strategic Plan

Included in the board packet, was the Third Quarter Strategic Plan report. The Program and Finance Committees reviewed progress at their May meetings. Staff will be meeting in June to prepare for FY2020 planning. Due to the significance of the Alignment and Integration project and its potential for data collection, a comprehensive revision to the Strategic Plan has been postponed.

Acronym of the Month

The DDRB is a "SB40" Board. SB40 simply refers to the Missouri Senate Bill that was passed by the 75th General Assembly and signed into law by then Governor Warren Hearnes. It was the 40th bill filed that year. A copy of the original bill was included in the Board packet. The statutes have been amended several times since then, but the intent remains.

Case Management Director Report

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

- The DDRB Case Management program celebrated its 13 year anniversary on May 1, 2019. Currently the program is serving 1,207 customers with a 91% Medicaid eligibility percentage.

- Unfortunately, Christy Graves who joined the case management team in April has resigned to take on a different role with a healthcare organization. Kristina Entenman joined the case management Program on April 29. Interviews continue in order to reach current capacity of 39 case managers. Due to the resignation of Christy, an extended start date continues for a list of 29 people.
- The case management program recently hosted a provider fair. There were almost 50 providers in attendance including technology, employment, advocacy, home modification, BCI benefits specialist and many more. The event was a huge success and feedback has been tremendous!
- The MACDDS statewide targeted case management committee had a presentation from the leadership in the MO Medicaid Audit and Compliance Unit (MMAC) last month. This unit is responsible for the oversight of Medicaid billing and compliance in the state. The presentation included information on trends and frequently cited issues as well as general best practice discussion. Our case management support specialist staff completes these types of quality reviews internally as well as trains new staff on documentation requirements to assure Medicaid compliance.
- Over a weekend in April, Robyn attended the annual CARF conference. This is a national conference for all surveyors to provide updates on standards as well as continuing education hours. Presentations included Outcome Measurement and Managed Care, innovative practices regarding assessments specifically in the area of the aging populations and standard applications. It was a great opportunity to network with CARF surveyors across the United States and Canada regarding issues and trends.

Finance Committee

Bryon Hale reviewed the April 30, 2019 Finance Committee minutes.

Human Resource Committee

Sue Sharp reviewed the April 16, 2019 Human Resource Committee minutes.

Program Committee

Kathy Williams reviewed the May 2, 2019 Program Committee minutes

St. Charles County Coalition Report

Cherie Montgomery, Coalition President, gave the St. Charles County Coalition Report, which included the following:

- **Agency Spotlight** - The following agencies provided a brief description of their services: LifeBridge Partnership, Recreation Council of Greater St. Louis, FACT and People First.
- **Training Committee** - The AAIM training, "Building Accountability and Commitment" was held on May 10 with approximately 40 agency leaders in attendance.
- **Business Conducted**
 - Revisions of Coalition bylaws were discussed and passed. Revisions included further defining membership levels, committee definitions and fund management. The last revision were made in 2012.
 - Discussed slate of officers to vote on at the June meeting.
 - Pre-discussion for next month's discussion about FY2020 Goals and Committee Memberships.

Old Business

1. SB40 Alignment & Integration Agreement Resolution

Peg Capo reviewed the SB40 Alignment & Integration Agreement and gave an overview of the current work being done with SB40 Alignment. John Thoeke read aloud Resolution number FY19 05-01 in regards to the SB40 Alignment & Integration Agreement. Mike Mahoney suggested including PLB in the resolution as a contributing funder.

Mike Mahoney motioned to amend the SB40 Alignment & Integration Agreement Resolution number FY19 05-01 as discussed. Bryon Hale seconded the motion. Motion passed unanimously.

Bryon Hale motioned to approve the SB40 Alignment & Integration Agreement Resolution number FY19 05-01 as amended. Jim Rhodes seconded the motion. Motion passed unanimously.

New Business

1. Memorandum of Agreement with St. Charles County: Closed Point of Dispensing

Peg Capo gave an overview of St. Charles County's plan for using DDRB as a site for a closed point of dispensing.

Jim Rhodes motioned to approve the Memorandum of Agreement with St. Charles County: Closed Point of Dispensing and authorize the Executive Director to sign the agreement as presented. Bryon Hale seconded the motion. Motion passed unanimously.

2. Pilot Projects Moving to Operations Approval

a. Community Living – Consultative Behavior Support

Mike Mahoney motioned to approve Consultative Support to move from Pilot Project to Operations status as presented. Sue Sharp seconded the motion. Motion passed unanimously.

b. ITN*StCharles* - Driver Compensation/Mileage

Sue Sharp motioned to approve Driver Compensation to move from Pilot Project to Operations status as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

c. United Services for Children – High Intensity Early Intervention

Jim Rhodes motioned to approve High Intensity Early Intervention to move from Pilot Project to Operations status as presented. Sue Sharp seconded the motion. Bryon Hale abstained. Motion passed with a majority vote.

3. FY2020 FACT Budget Approval and Contract Additional Conditions of Funding

The FY2020 FACT budget of up to \$1,061,707.14 and contract additional conditions of funding were presented for approval.

Dan Dozer motioned to remove FACT from the FY2020 preliminary budget, to approve the FACT FY2020 budget and contract additional conditions of funding as presented. Bryon Hale seconded the motion. Jim Rhodes abstained. Motion passed with a majority vote.

4. FY2020 DDRB Combined Budget Approval

The Board reviewed the DDRB Administrative and Case Management Combined Budget Request for FY2019 for a total of \$6,755,323.

Jim Rhodes motioned to approve the DDRB Combined FY2019 Budget as presented. Sue Sharp seconded the motion. Motion passed unanimously.

5. FY2020 Budget Approval

John Thoelke reviewed the FY2020 Budget finalized at the May 8, 2019 Board Working Session. The overall FY2020 budget is \$18,031,822.25. At this time, DDRB staff is requesting to remove Show Me Aquatics and Fitness and TREE House of Greater St. Louis from the budget until the June 20, 2019 Board meeting when a solution for Medicaid rate reimbursement can be agreed upon.

Sue Sharp motioned to remove ShowMe Aquatics & Fitness and TREE House of Greater St. Louis from the FY2020 Preliminary budget and table until the June 20, 2019 Board meeting as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

Jim Rhodes motioned to approve the DDRB Combined FY2020 Budget as presented. Sue Sharp seconded the motion. Motion passed unanimously.

6. Contract Additional Conditions of Funding

Included in the Board packet was a list of FY2020 contract additional conditions of funding for each Agency with the exclusions of FACT, Show Me Aquatics and Fitness and TREE House of Greater St. Louis which have been removed from the budget.

Sue Sharp motioned to approve the FY2020 Contract Additional Conditions of Funding as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

Sue Sharp motioned to approve FACT into the FY2020 Budget. Dan Dozier seconded the motion. Jim Rhodes abstained. Motion passed with a majority vote.

7. Authorization for the President to Sign Contracts

Dan Dozier motioned to authorize the President to sign the FY2020 contracts. Jim Rhodes seconded the motion. Motion passed unanimously.

Adjournment

Jim Rhodes motioned to adjourn. Bryon Hale seconded the motion. Motion passed unanimously.

Respectfully Submitted: Nikki Rogers _____