

Developmental Disabilities Resource Board of St. Charles County  
Board Meeting Minutes  
April 18, 2024

The Board meeting was held at the DDRB Office, 1025 Country Club Road, St. Charles, MO 63303. The public was able to access the meeting in person or through the video conference link and conference call numbers provided on the agenda. The agenda was posted to the DDRB website in accordance with Missouri Sunshine Laws.

Dan Dozier, DDRB President, called the meeting to order at 7:00 p.m. with a moment of silent reflection.

**Members Physically Present:**

Dan Dozier, Bryon Hale, Missy Fallert, Mike Mahoney, and Sue Sharp

**Members Absent:**

Terry Elmendorf, Todd Gentry, Missy Palitzsch and Connie Tan

Dan Dozier announced that all action items on the agenda will wait until the a full quorum is available when Bryon Hale is able to join the meeting.

**Agenda Approval**

**Sue Sharp motioned to approve the agenda as presented. Missy Fallert seconded the motion. Motion passed unanimously.**

**Mission Moment:**

People First of St. Charles County presented an update on their advocacy work, not only in St. Charles County, but statewide. The group thanked the Board for their ongoing support of funding and for believing in them as an advocacy group. The St. Charles County Chapter of People First is known as the "it" chapter across the state, with many county chapters seeking the chapter's advice. The St. Charles County Chapter had about 50 members attend Disability Rights Day at the State Capitol. The chapter also has members serving on the state level, representing the entire State of Missouri for People First and self-advocacy.

Dan Dozier announced that public comment for the public hearing would be limited to 3 minutes per person and asked the public to not repeat points that were previously stated, as the Board has already heard and will consider the comment.

**Missy Fallert motioned to open the public hearing on FY2025 Financial Projections and Funding Requests. Mike Mahoney seconded the motion. Motion passed unanimously. A roll call of members present was taken: Dan Dozier, yes; Missy Fallert, yes; Mike Mahoney, yes; Sue Sharp, yes.**

**Public Hearing: FY2025 Financial Projections & Funding Requests**

Denise Cross reviewed the FY2025 Financial Projections & Funding Requests.

Four comments were submitted to DDRB staff before the Board meeting and were printed and distributed to the Board at the meeting the comments were as follows:

**Joy Steele, Willows Way**

"As you all know, Willows Way has become a provider of mental health counseling services for people with I/DD in St Charles County using ARPA funds generously awarded by the DDRB. We have been actively serving clients for over a year and, in that time, we've learned a great deal about the provision of this service, why it's so important to have therapists who specializes with our population, and the lack of available services for people with I/DD in our community.

I understand that the DDRB, through a previous grant, has experience with funding mental health services and I can't speak to that. What I can speak to is OUR experience.

- At any given point over the past year, we've had no less than 20 (more often 21-23) clients active in our counseling program who are seen weekly for a minimum of one hour and a waiting list of no less than 13 people, all with very little advertising because we are hesitant to see the waiting list grow longer. The majority of our therapy clients are not Willows Way clients and instead are referred by DDRB case managers or other provider agencies. We are moving toward seeing 25 clients a week, which is challenging because many of the sessions run longer than an hour and there is significant prep time needed for each client. Given the demand for the service, we know is that it is needed.
- In certain instances, we have needed to refer clients to other therapists. For example, we may have a male that we feel would work better with another male, or we need a therapist with a specific specialization. Our attempts to refer have been largely unsuccessful. Few therapists have availability, even fewer take Medicaid or Medicare. There are virtually no therapists in the St Charles area that specialize in services for people with I/DD. From this, we have confirmed what we've always suspected which is that there is a critical shortfall of available and appropriate mental health providers.
- And we know that counseling is having the positive impact we anticipated it would. Clients benefit from receiving this service with outcome reporting demonstrating a clear improvement in our Happiness, Confidence and Mental Health assessments. There have been noticeable decreases in client self-reported symptoms measured with other scaled measures.

We have a revenue source through insurance panels for the bulk of the expense of the program. Willows Way can cover most of the cost of providing the service through insurance billing, but there is a shortfall, especially as it relates to missed appointments. The clients we see in this program, whether they are living on their own, with parents/guardians, or in an ISL, may have a higher rate of missed appointments. This issue is pervasive throughout all I/DD services, such as day program, so it is not unique to counseling or to Willows Way. We serve individuals with more fragile psychiatric and physical issues, which then leads to higher absenteeism. Most depend on either family or ISL staff to transport them to appointments, so missed appointments may not be because of the client at all. With all the complicating factors, it does mean that about 20% of the potential revenue is lost due to absenteeism. Typical means of recouping that lost revenue, such as charging the clients, is counterintuitive and punishing to the clients who miss appointments due to circumstances they cannot control, like medical conditions or transportation issues.

Willows Way wants to continue to provide this service to the St Charles I/DD community and would like to grow the program to employ two therapists to address the need. We are making the positive impact we stated we would in our ARPA grant application, and we now have an established counseling service with an

excellent reputation. It is our hope that the DDRB will see this as a critical service and offer assistance to agencies, Willows Way and/or others, to help offset the revenue shortfall we experience. With minimal investment from the DDRB, we can assure that those in of valuable mental health counseling get access to the therapy they need."

**Susan Bueltmann, Parent**

"My name is Susan Bueltmann and I am parent of a child the Adam Morgan Foundation worked with for many years.

Imagine not being able to hear "I love you" from your child; doesn't matter the age...

Well, our son, Stephen, was non-speaking. He had a fatal muscle wasting disease called Duchenne Muscular Dystrophy. In his case, it also affected his vocal cords. Stephen could not tell us what he wanted to wear or eat, what he needed or his choice of activity.

Due to support from his best friend Andrew and the Adam Morgan Foundation, Stephen learned how to type text to speech on his iPad. Well, that was like cracking open a coconut and the milk just pouring out of it! He had so many thoughts to share. And, he loved telling jokes! That was the only way he heard Stephen tell us "I love you." We'll take it! It was much better than silence!

Stephen, the Adam Morgan Foundation, and his Dad and I tried to fight the school district to allow typing in the classroom. Part of the problem, the school said they believed, but Stephen sensed/knew they didn't. Due to the progression of the disease, we pulled Stephen out of school and did online classes, with the help of Rachel Morgan and Susan Newton coming weekly to assist. Stephen made up his failed year and was 3 classes away from graduating high school. Again, all with the help of a computer keyboard.

Rachel and Susan from the Adam Morgan Foundation believe in competency of the individual... they don't doubt their client's skill or knowledge. With their help, once again, Stephen was able to set up his email and a Facebook account so he could keep in touch with his friends who also communicated in the same manner.

As time came to a close on Stephen's life at age 19.5 years old, Stephen was put on a ventilator at Children's. With a tube down one's throat, talking is not an option. Due to Stephen already having a technology-based communication application experience, Stephen was in bed, on a ventilator and planning his own funeral – who was doing what, what would be read, songs, etc. Not everybody can do this; but Stephen did.

Having the Adam Morgan Foundation continue with the programs they have been providing people of all abilities and ages, those people can gain the independence Stephen gained. Rachel and Susan are full of insights, thinking outside the boxes, and inspiration for all whom they come to assist. The program must continue on!"

**Judy Thompson, Parent**

"This email is regarding comprehensive funding for the Adam Morgan Foundation to include services for both SSDI and SSI, DDRB Clients.

The Adam Morgan Foundation has provided much needed education related to communication and technology to my daughter, Lisa, a current DDRB client . This education has filled a void of knowledge related to technical applications and communication. This void has continued to grow since her graduation from Francis Howell High School in 1993. With the assistance of one on one tutoring from Racheal Morgan, Lisa has been able to learn the basics on several applications, including Google Search, Maps, emails ad banking application. With the addition of these new skills Lisa has become more adept at her use of phone, iPad, map features, among others, including mandatory report of work hours to Social Security a work reporting. All of these new skills contribute to online safety, reporting and safety while driving.

In this fast paced, technologically driven, world it is crucial that all clients are supported in order that they might continue to maintain their independence. This is why I am advocating for the continuation of support to those clients not only receiving SSI benefits, but SSDI benefits as well. The Adam Morgan Foundation helps maintain independence, and I feel that funding allocated towards DDRB clients, is money well spent."

**Pam Beussink, Parent and former Board member**

"I am looking forward to meeting you. My name is Pam Beussink and I was a board member for the DDRB for several years. Our son, Luke, is a client.

Luke is 35 and was diagnosed with autism at the age of 4. I was a teacher at the time when he started showing signs of learning differently. I talked with my husband and colleagues about Luke's learning behaviors and decided to quit working and focus on his needs. He started at United Services at age 3 because of speech and learning deficits.

After that I was involved in several state committees, helped in starting a school for autism (Giant Steps of St. Louis), facilitated an autism support group and was on the DDRB board when case management was started. Through everyone's hard work, especially Luke's, Luke has flourished.

Luke now lives on his own close to where he works, Twin Oaks Senior Living in Wentzville. He walks to work because he doesn't drive. He enjoys his work, has friends over weekly, is involved in bowling through Community Living, and receives 5 hours/week of support through Willows Way.

This last year Luke has also received services through the Adam Morgan Foundation with Rachel Morgan. This is a structured program with objectives, learning strategies and progress reviews/reports, designed to enable Luke to advance toward greater independence using various strategies, tactics and tools, including technologies and media so common to Luke's generation. My husband and I feel it has made a huge difference in Luke's life as he is developing proficiencies with iPhone, iPad, email, social media, and Uber, and is using them to improve his daily living activities and interactions.

We are proud and impressed, and importantly, Luke is showing more and more confidence and self-reliance, and is actively using these strategies and tools/media to expand his independence, social integration and life-style.

We understand that other clients are facing challenges similar to Luke's, and if enrolled with the Adam Morgan Foundation we are certain they are benefiting in similar ways from this unique, professional and highly effective program.

We strongly recommend that DDRB continue its association with, and support for, the Adam Morgan Foundation and its services. Please feel free contact us with any questions or discussion in this regard. Thank you."

All other comments were made in person at the meeting.

**Sheri Wiltse, Community Living**

"Community Living is very appreciative of all that the DDRB does for agencies providing services to people with I/DD in St. Charles County. It is because of the DDRB staff and Board that children and adults with developmental disabilities can thrive and live as members of their own communities.

During the pandemic and staffing crisis that has plagued agencies like Community Living for the past five to seven years, our units and numbers of people have fallen off dramatically. People were either fearful of coming back to needed programs or had lost the financial means to participate. Along with that, finding staff to hire or staff who would stay, became nearly impossible. In the last 12 to 18 months, many of us have seen a slow shift. Families want to come back to services that their loved ones desperately need, and agencies are finding their footing as far as attracting and retaining a qualified workforce.

During this same time period, the cost of doing business has increased exponentially. We have had to raise DSP wages 80%, just to keep up with other providers. That means we've had to increase wages across the board with no definitive revenue to cover those administrative expenses.

What that has meant to the DDRB is dramatically increased unit costs, which means increased requests for funds.

While we are finally seeing growth that will hopefully get us back to our 2019 numbers of people served, there is no going back to the expenses of those days. As we grow our programs to meet the needs of our growing waiting lists, we ask that the DDRB consider the increased wages we must pay to stay competitive and increased costs to do business, that ultimately make up our funding request. We ask that you continue to fund growth in existing and critical programs."

**Christina Ingoglia, Emmaus Homes**

"My name is Christina Ingoglia, and I'm the Advocacy Director at Emmaus Homes, based in St. Charles County. As you likely know, we exclusively provide residential services to adults with developmental disabilities who live in Independent Supported Living homes in their own communities. Most of the residences we support are in St.

Charles County though we have homes in St. Louis, Franklin, and Warren Counties as well.

I was hired about 8 months ago as Advocacy Director to build our grassroots base, to involve more clients and self-advocates with developmental disabilities, as well as our direct support professionals or DSPs. I'm also encouraging more family members and guardians to join us in our advocacy efforts.

Emmaus has invested in a position like mine because our CEO Cindy Clark sees the value in having someone on staff who can focus full-time on advocacy. In the last 8 months I've been able to:

--host regional coffees that I call Coffees for Change. Anyone affiliated with Emmaus is welcome, and we've even had folks from other organizations and the community join. These are informal and fun gatherings where we provide snacks and coffee, and then update participants on what is going on in the state legislature and how participants can get involved. We also usually work on a skill at these like how to draft an email to a legislator or how to pitch a legislator on our issues when you only have 2 minutes of their time.

--I've been bringing groups of Emmaus advocates to the state Capitol in Jefferson City about 2x each month throughout the legislative session, and I brought a group of over 60 to Disability Rights Legislative Day. These groups include self-advocates, some of whom are our clients, Emmaus DSPs, board members, other staff, and so forth.

--I've been supporting all of Emmaus stakeholder groups in building relationships with the 22 legislators who have homes we support in their districts by having small one-to-one meetings. I've also helped DSPs and other staff members get to know their own legislators.

--We've launched key communication pieces with internal and external audiences including a quarterly advocacy newsletter, an advocacy blog, and a consistent presence on X/Twitter, where our state legislators still are, for better or for worse.

While I am officially hired by and working for Emmaus, the issues I am trying to make an impact on affect all adults with developmental disabilities in our region, and really across the state.

Our top priority is to improve DSP wages via increased Medicaid funding. All providers across the state are reimbursed \$16.20/hour for their direct care staff. As you might imagine, that is nowhere near enough to sustain the work we do. All Missouri providers have about 50% turnover—whether a DSP works in residential services, as in Emmaus's case, or in a day or recreational program, like so many other providers.

We have attempted to weigh in on potential personal property tax cuts that would have a devastating effect on Developmental Disability County boards like yours, because that affects Emmaus clients as well.

All this work is being supported by robust software that tracks advocate engagement. It helps us make data-driven decisions about where we are getting the biggest bang for this advocacy investment.

This summer I plan to launch an advocacy think tank – a brain trust for me and all of Emmaus as we refine our strategy and practices.

I didn't come here to brag but rather to share that all nonprofits could and should be doing more in terms of advocacy. We appreciate the work of DDRB to already fund advocacy efforts in regard to IEP support, the justice system, and more. We encourage you to think about ways to fund systems change advocacy as well, efforts like ours.

Alone, Emmaus cannot sway the entire state budget process or stop cuts to personal property taxes that impact DD boards. Together, as a network of strong advocates who are supported financially, institutionally, and credibly, we can make Missouri more inclusive, more accessible, and ripe for innovation. We can address ongoing challenges that all Missourians with disabilities and their caregivers face.

Thank you!"

**Rachel Morgan, Adam Morgan Foundation**

"Good evening DDRB Board Members and Staff. My name is Dr. Rachel Morgan, I am the CEO/Founder of the Adam Morgan Foundation and a taxpayer of St. Charles County. We have been running a highly successful Technology 4 Independence pilot program for the past three years now. Since Missouri is a Technology First State, I am here to express my concern that one person's recommendation to cut ALL of the educational technology programs is being taken into consideration. I have emailed each board member with all of the specific concerns and have yet to hear back from anyone except for Denise. Thank you Denise for your prompt response. The lone recommendation comes with the suggestion to cut all current educational programs with the thought of regrouping and putting out a new RFP in the Fall for another new educational technology pilot program. I not only think this is a mistake, I think it will cost taxpayers more money in the long run. Thousands of dollars are being spent on technology equipment such as this device that cost around \$20,000 that has been sitting in the closet for the past 4 years. Without ongoing education, there is technology abandonment happening all over our community. This is wasteful spending! Technology education is essential for everyone regardless of the level of support needed in today's virtual world. The Adam Morgan Foundation has strong data on our side that we have a very effective program that with collaboration with the DDRB staff with some tweaks will be what you are looking for. From day one, our program has had a waiting list to participate and has continued to grow throughout our community and across the State. A proper evaluation has never been completed on our program and in fact, we have not heard from any of the DDRB staff in 18 months. The other two technology programs that started after us were afforded the chance to rewrite their RFP's and collaborate with the DDRB staff, but we were never contacted or provided the same opportunity. If we were afforded the same opportunity as the other agencies were to collaborate with the DDRB over the past several months, we would have rewritten our RFP to accommodate what we have learned over the past three years.

When we originally put in for the pilot program, we were told by DDRB Staff that we were NOT allowed to put in our budget, money for any equipment whatsoever, this was to be an educational program only. We were also limited in the hours we could put in our proposal by the DDRB Staff. We stated that it would take more hours than what they would allocate for, but we wanted to prove ourselves and show how valuable our program was, so we told them we would just eat the cost. Over the three years, AMF has purchased out of our own budget, 2 laptops, 15 tablets, a smartphone, and a ring doorbell so that our clients had the technology needed. If we can put in a budget line item to purchase equipment, approve more hours a month for clients, and allow the clients to continue longer than a year if needed, then we can absolutely look at lowering the hourly rate and work collaboratively with the DDRB. Unfortunately, the DDRB refuses to collaborate or even talk to us.

AMF has met and exceeded our outcomes and have filled up all of our spots every year while also maintaining a waiting list. This program is in high demand. We have created a very effective and popular program that could easily be tweaked to meet everyone's needs. There has been a lot of inaccurate information or lack of information provided to you by the DDRB staff. I think it is only right that you have all the information so that you can make a truly informed decision in May. It is not too late, you can continue our program this next fiscal year to not disrupt services to our waiting list. This is not personal to me, it is not about me or any or you, it's about our clients that we both serve. I am here for them."

#### **Elizabeth Tappmeyer, Adam Morgan Foundation**

Elizabeth gave the Board a summary of her background, she has been in the field since 2006 where she began working for Community Living, then moved to Willows Way, and now works for Adam Morgan Foundation.

While at Willows Way Elizabeth helped design the Project Heart class for technology. The class had a 20:1 teacher to student ratio. When the class became popular, Elizabeth got in over her head and then outsourced the teaching to Rachel Morgan.

During her years of service Elizabeth has seen the importance technology can have on the I/DD community and the DDRB mission. Elizabeth shared her a personal experience with a customer who had an outstanding benefit for learning about technology.

Elizabeth asked the Board to let the Adam Morgan Foundation technology project continue.

#### **Leslie Tucker, United Services for Children**

"Thank you for the chance to talk about the trends, challenges, and funding needs we have identified at United Services for Children. As an organization uniquely positioned to offer early intervention, pediatric therapy, and family support holistically, we are continuously witnessing the changing needs of families.

During the past year, the following four trends and challenges have presented:

1. The number of young children being identified as having delays and receiving diagnoses is returning to pre-pandemic levels. This is resulting in the need for more services for the early intervention population.

Data from The Mo Department of Elementary and Secondary Education confirms the trends. In 2019, before the epidemic, there were 1,195 children in First Steps, the number dropped in 2021 to 919, and now in St.



Charles County alone, there are 1029 children ages 0-3 in First Steps. Children are being identified with delays and in some cases diagnoses such as autism, Down Syndrome, and Cerebral Palsy very early; there is a great need for the services our program provides. As you know, Children in our early intervention program must qualify for services through First Steps, (IDEA, Part C). We serve over 200 children per year, in 11 classes. As of this date, we have a pending list of 55, two-year-olds ready to attend as openings become available.

In addition to having the population to support adding early intervention classrooms, families constantly tell us that they wish their children could stay with United Services past the age of 3. We are working on models that would support a preschool class for children with Autism. The challenge is the funding mechanism, the private pay cost for the program is prohibitive for families. Avenues to partner with school districts and/or seek reimbursement from insurance companies are being explored.

As parents, professionals, and funders increase their efforts to identify young children with autism and developmental delays, there must be comparable efforts to increase the availability of interventions in the community that meet family and child needs after diagnosis.

2. A gap exists for families to find quality preschool services if their child does not qualify for special education in the school district.  
If a child does not qualify for Early Childhood Special Education services when they leave our program at age three, because they age out of First Steps, they do not have many options for preschool until the following school year. Most preschool programs require that the child is 3 by July 31<sup>st</sup>. Any of the children in our program this year who graduate in the spring will have to wait until next school year to enroll in a preschool program. School districts are aware of this issue and have made gains helping children who do qualify for their special education services. However, those who do not may still have delays. This compounds the problem for parents in locating a quality preschool program. The challenge is to create and staff a program for this population of children.
3. There is a deficiency of high-quality, local, in-person professional development opportunities for early childhood and early intervention professionals in St. Charles County. This has a limiting effect on the nature, quality, and scope of services that can be provided to children and families. At United Services, working with young children enables us to meet the families at the beginning of their journey and prepare them for a system of care. To ensure success, all of our staff receive training from our internal experts as well as some from some in the community. Presentations that address executive functioning, sensory processing, behavior, and communication are provided monthly. Many of these presentations are also offered to families for carry-over of developmental activities at home. We are finding that families are eager to connect with our teachers and therapists as well as with each other. The challenge is how to expand this effort to reach more families in the community.
4. During the past year, a significant number of families needed scholarships, food, hygiene supplies, and cleaning supplies. As we all know, the cost of

these items has increased and families tell us that their food stamps do not cover their needs.

At United Services, we have established a "care closet" containing all the items mentioned. This enables staff to give items to families with ease, which eliminates another trip to get supplies. Supplies in the care closet are provided by members of our Board of Directors, our staff, and families who want to contribute. This is a challenge that we will continue to address and expand with time.

Thank you very much for all the support that you have consistently provided to United Services for Children. We strive to meet the needs of the community and your help is instrumental in fulfilling our mission.

**Sue Sharp motioned to close the public hearing on FY2025 Financial Projections and Funding Requests and open the public hearing on Strategic Planning. Mike Mahoney seconded the motion. Motion passed unanimously. A roll call of members present was taken: Dan Dozier, yes; Missy Fallert, yes; Mike Mahoney, yes; Sue Sharp, yes.**

There were no public comments.

**Mike Mahoney motioned to open the public hearing on Strategic Planning. Sue Sharp seconded the motion. Motion passed unanimously. A roll call of members present was taken: Dan Dozier, yes; Missy Fallert, yes; Mike Mahoney, yes; Sue Sharp, yes.**

#### **Public Comments and Announcements:**

None

#### **Finance Director's Report:**

Denise Cross presented the Finance Report which included the following:

- March 2024 Financial Statements
- March 2024 Bank Activity
- FY2024 3<sup>rd</sup> Quarter Financial Statements
- ARPA Quarterly Financial Statement

#### **Executive Director Report**

Denise Cross's Executive Director Report included the following:

#### **April is Autism Acceptance Month**

All year long, but especially in April, partners use their voices and platforms to spread messages of awareness, inclusion, and connection. According to the CDC's Autism and Developmental Disabilities Monitoring Network, in 2020, 1 in 36 children were identified with autism spectrum disorder (ASD). Reported prevalence has changed over time and is trending higher across data sources. It is unclear how much this is due to changes in the clinical definition of ASD and better efforts to diagnose ASD. The table below represents prevalence per one thousand children and highlights this trend.

#### **Strategic Planning**

At this month's board meeting, our partner agencies have been invited to give input into the strategic plan. The Strategic Planning Team will meet just prior to this Board meeting. There are focus groups across multiple segments of the I/DD community that are currently happening. Individual interviews will occur soon. The plan remains on track to be completed by the target date and implemented in FY2025.

### **Legislative Updates**

Included with the Executive Director Report was the report from the Starling Legislative Consultants giving an update of the current legislative session. The House cut the Governor's proposed spending by \$2 Billion dollars. The proposed spending budget will go to the Senate for debate. The spending plan includes an indication of increasing rates to meet a \$17/per DSP wage, however, it does not include funding to support that. There are concerns of cuts that will lead to a waitlist for Medicaid waived services as early as July 1, 2024.

### **Resource – What is autism masking?**

Imagine having to pretend to be someone else just to fit in with everyone else. We all do it sometimes, but for people with autism spectrum disorder (ASD), it is often a daily expectation. This pretending, called "masking" or "camouflaging," means hiding parts of yourself to blend in better. It is something everyone learns growing up to connect with others, but for people with ASD, it can be exhausting and damaging to their mental health.

Dr. Hannah Belcher emphasizes the importance of a person with ASD being aware of oneself in her article for the National Autistic Society. She explains that by being kind to oneself and overcoming internalized stigmas, people can stop feeling the need to pretend. When individuals have a positive view of themselves, they are less likely to hide who they really are. Society can help by learning as much as possible about ASD and its signature characteristics and by celebrating minds of all kinds.

### **Case Management Director Report**

Laura Taylor's Case Management Director Report, included the following:

- The DDRB Case Management program is currently serving 1,395 individuals.
- There are currently two open Case Manager positions. Interviews are being conducted over the next few weeks.
- The second Enable Dental event was a success. 15 customers were able to access dental care at the DDRB office on April 8 and 9. Laura will be meeting with Enable Dental to plan the next event and formulate a plan to expand the messaging to reach more people in need of free dental care.
- The Case Management Leadership Team is working on a new optional electronic intake process for new customers accessing DDRB Case Management services. Providing the option of an email intake will result in faster access to DDRB Case Management services due to difficulties often experienced with trying to reach individuals by phone.

### **Upcoming Events**

- CARF accreditation survey is scheduled for April 18-19.
- The Missouri Mental Health Foundation's Annual Mental Health Champions Award Banquet is on May 7 in Jefferson City, MO.
- The 2024 DDRB Provider Fair is scheduled for May 8. Nearly 50 providers have confirmed attendance, which is similar to last year's event size.

### **Consent Agenda**

- 1. Minutes of Board Meeting – March 21, 2024**
- 2. Minutes of Finance Committee – April 2, 2024**

3. Minutes of Human Resource Committee – April 4, 2024
4. Minutes of Program Committee – April 4, 2024
5. Minutes of Ad Hoc - Strategic Planning Committee –
  - a. March 15, 2024
  - b. March 21, 2024

**Old Business:**

None

**New Business:**

**1. FY2025 Funding Request Hearings**

**a. Family Advocacy & Community Training (FACT) - Advocacy**

Heather Lytle, Executive Director of FACT presented their request for growth in their Advocacy project. The project is requesting \$276,781.44 in growth for FY2025. This request keeps the unit rate at the FY2024 rate of \$81.12/unit forgoing the 3.5% market rate adjustment, in the hopes of serving more individuals. The Advocacy project has a waiting list of 78 people.

**b. Community Living – SOAR**

Sheri Wiltse, President & CEO and Molly Maher, Chief Financial Officer Of Community Living presented their request for growth in their SOAR project. The project is requesting an emergency request for FY2024 that includes an additional 2,000 units at \$55.85/unit for an total increase of \$111,700.00. The increase would potentially raise the base contracted amount for FY2024, which would result in an increase to FY2025, if approved. For FY2025 the project is requesting additional growth in the amount of \$38,437.00 at a unit rate of \$57.80/unit to serve an additional 10 individuals. Community Living reports a goal of getting back to pre-pandemic numbers with the project. The Board suggested that Community Living develop a system for allocating units to serve more people and/or the people with the highest needs.

Bryon Hale joined the meeting.

**c. The Child Advocacy Center – Abuse Prevention Education**

Julie Seymore, Executive Director of The Child Advocacy Center presented their request for growth in their Abuse Prevention Education project. The project is requesting growth of \$50,611.00 to serve an additional 300 individuals. The increase would allow the agency to hire another full-time position.

**Mike Mahoney motioned to accept the March 2024, FY2024 3<sup>rd</sup> Quarter, and ARPA Quarterly Financial Statements Finance Reports as presented. Missy Fallert seconded the motion. Motion passed unanimously.**

**Sue Sharp motioned to approve the consent agenda as presented. Missy Fallert seconded the motion. Motion passed unanimously.**

**2. Architect Bid Approval**

The DDRB Property Committee received three bids for an Architect firm to create drawings for the Knaust property. Bids were received from Jack D. Whaley, Architect; S.J. Hollander Architect, PC; and Hoener Associates, Inc. Of the three bids only two were similar, Hollander and Hoener. Jack D. Whaley's bid did not include bid specifications for the project. Hollander bid the project for \$12,600.00. Hoener bid the project for \$10,900.00. Hoener also offered the DDRB a donation of services towards the project of up to \$5,000.00 for

Architectural services, bringing the cost down to \$5,900.00. The Property Committee recommended hiring Hoener Associates, Inc. and using funds in the Home Maintenance line item to fund the service.

**Bryon Hale motioned to approve the Architect Bid as recommended by the Property Committee. Missy Fallert seconded the motion. Motion passed unanimously.**

### **3. Community Living FY2024 One-Time Request**

Community Living is requesting an exception to the One-Time Funding Program Support and Administration policy in the DDRB Appendix in the Partner Funding Manual. The policy requires approved one-time projects over \$5,000 to receive three bids. Community Living was approved for one-time funding in FY2024 for accessible bathrooms for their respite care home. Community Living has only been able to get two bids so far and would like the Board to accept the two bids as acceptable to move forward with the project. The Board wanted this project flagged as potential for ARPA funds.

**Sue Sharp motioned to approve Community Living's FY2024 One-Time Request policy exception as presented. Bryon Hale seconded the motion. Motion passed unanimously.**

### **Adjournment**

**Bryon Hale motioned to adjourn. Missy Fallert seconded the motion. Motion passed unanimously. Motion passed unanimously.**

Respectfully Submitted: *Nikki Rogers*