

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
August 21, 2025

The Board meeting was held at the DDRB Office, 1025 Country Club Road, St. Charles, MO 63303.

Bryon Hale, DDRB President, called the meeting to order at 7:00p, with the reading of the mission statement and a moment of silent reflection.

Members Present:

Marc Debrick, Terry Elmendorf, Missy Fallert, Todd Gentry, Bryon Hale, Mike Mahoney, Missy Palitzsch, and Connie Tan

Members Absent:

Sue Sharp

Agenda Approval

Terry Elmendorf motioned to approve the agenda as presented. Connie Tan seconded the motion. Motion passed unanimously.

Emergent Business:

TREE House – Carry Forward Request

TREE House's was approved for three one-time ARPA projects totaled \$370,000 and are: Arena Upgrades/Footing, \$230,000 (completed); Facility Upgrades \$90,000, (invoiced \$48,067.92 to date); and Surveillance Cameras \$50,000.

TREE House's Executive Director, Nate Harms, submitted a letter to DDRB staff that outlined the unforeseen challenges impacting the completion of the two incomplete projects. The challenges have been significant. TREE House is requesting to carry forward the remaining balance of the approved funds totaling \$91,932.08 to FY2026. The scope of the projects has not changed; the integrated components are being managed differently.

The Budget and Financial Oversight Committee recommended approving TREE House's request and amending the FY2026 budget.

Terry Elmendorf motioned to approve the Tree House – Carry Forward Request as presented and to amend the FY2026 budget. Connie Tan seconded the motion. Motion

General Updates

Denise Cross gave general updates in the following areas:

- **Strategy Meeting:** This is the first Strategy meeting and may seem a little odd to the Board. The staff appreciates any feedback to make these meetings better for the Board.
- **DDRBR Top Workplace:** DDRB was named a Top Workplace for 2025. DDRB was featured as a top workplace in the St. Louis Post Dispatch.
- **Case Management Leadership Transition:** Denise has sent out a survey to the Case Management Team, and is meeting one on one with Supervisors, Team Leads, and Specialists to get a better understanding of the program. The goal is to have a transition plan in place by October and the transition to be complete by November.

Agreement of Group Norms for Discussions:

The group agreed on the norms of discussion for the night to be the following:

- *Keep Conversation Strategic/Big Picture*
- *Communicate Honestly*
- *Bring Open Minds and Challenge Assumptions*
- *Give Space to Hear from Everyone*
- *Avoid Groupthink*

FY2026 Strategic Action Plan Items for Tonight: Goal 1: The DDRB Commits tax dollars and uses its resources where it can make unique and valuable contributions that meet prioritized needs of the I/DD system (sustainable). Denise reviewed the goal and tactic that will be the framework of the Board's discussion tonight.

Program Committee Strategy Discussions:

1. Service Prioritization Strategy

Missy Fallert, Program Committee Chair, presented the Program Committee's recommended Service Prioritization Strategy. Overall feedback from the Board was positive. It was recommended that definitions be added to the categories, at least until the Board is well versed in the categories. The Board would also like to do mock stress tests to put the prioritization tool work to see if there are weak areas.

2. Feedback Sessions

Denise reviewed the summary of the feedback received from agencies in June 2025. Key areas of issues were: Geographic inequities, Transportation, Navigation of system, DMH services and eligibility, and Transition aged services. The overwhelming sentiment overall was that agencies enjoy working with DDRB and providing services in St. Charles County. The Board had some discussion on weighing agencies' skill sets and/or whether they have diversified funding sources for the programs. The Board recommended DDRB staff continue to have conversations with agencies about DDRB being the last available dollar into the program.

Ad Hoc Committee Strategy Discussions: Case Management Services

Missy Fallert, Ad Hoc Committee Chair, gave an overview of work done over the summer months when reviewing the Case Management Program. The Committee had a lot of difficult conversations and looked over a wide variety of scenarios and possibilities. The Committee recommended maintaining the Case Management Program while looking at the program to seek improvements and a way for the program to break even. The Committee wanted staff to investigate improvements and cost savings but cautioned to not decrease the quality of the service, as the program has always received great feedback.

Executive Committee Strategy Discussion: New/Potential Factors (SB3)

Denise Cross and Nikki Rogers presented an overview to the Board of the Show Me Sports Investment Act (SB3) which was passed during a special session of the Missouri State Legislature. Part of the bill allows counties (as named in the bill), to take to a vote, to freeze real estate property at 2024 assessed values. The bill states that it must be voted on by the citizens by the April 2026 election. A freeze on property taxes would result in a near-freeze in revenue for DDRB. This is an item to keep in mind while developing strategies for budgeting. The County Executive, Steve Ehlmann, released a press release yesterday evening in favor of the tax freeze. The County Executive will be asking the St. Charles County Council to approve putting the tax freeze on the ballot. The Board recommended DDRB staff be honest with agencies and public at large. The Board and staff should be educating only when representing the DDRB. The DDRB has not taken a political stance on this subject. More information is needed on the procedures for getting on the ballot, which Denise has asked MACDDS to support the DDRB with.

Budget & Financial Oversight Committee Strategy Discussions:

1. Overview of FY2025 Results

Mike Mahoney, DDRB Treasurer and Committee Chair, reviewed with the Board the June 2025 financial statements revised.

2. Long Term Budget Impact Scenarios

Mike Mahoney reviewed the Long-Term Budget Impact Scenarios developed by the Finance and Operations Director and the Budget & Financial Oversight Committee. These items were reviewed, discussed, and modified over the summer months to give the Board a realistic look at the DDRB's financial future and budget scenarios. The Committee is certain that if funding strategies do not change, the DDRB will eventually not have the reserves needed to operate each fiscal year. The Board discussed and would like to get to a zero percent lapse budget if possible. When developing the budget, the Board wants to approach it by deciding the overall budget number needed, then decide funding to get to that number. The Committee recommended taking a deeper look into how reserves are budgeted and calculated.

3. Houses, Building

Mike Mahoney reviewed discussions the Committee has had over the summer sharing financial statements developed to see the actual costs of the DDRB owned homes and the DDRB building. The Board discussed that if they were to sell DDRB owned homes or the building they would want it to still be used for individuals with intellectual and developmental disabilities (I/DD). The Board asked staff to pursue more information/options on the DDRB owned homes and/or the DDRB building, as well as seeking out if there are interested parties.

Next Steps

DDRBR Board and Staff reviewed next steps developed during discussions at the meeting, they are as follows:

1. Add definitions to the Prioritization Strategy Tool (DDRBR Staff)
2. Use the Prioritization Strategy Tool in realistic scenarios to see if there are any holes in the strategy. (Budget and Financial Oversight Committee)
3. Discussion with agencies about diversifying funding. Are there ways to create or leverage more funding? (DDRBR Staff)
4. Communication plan for SB3 with the public, agencies, and staff. (DDRBR Staff)
5. Procedure/Process/Rules for getting on the ballot (DDRBR Staff, MACDDS)
6. Find other ways to cut lapse to create a zero-lapse budget. (DDRBR Staff, first, then Board)
7. Review structure of Reserves and reserves policy and procedure. (Budget and Financial Oversight Committee)
8. Pursue more information/options on the DDRBR owned homes and/or the DDRBR building, as well as seeking out if there are interested parties. (DDRBR Staff)

Adjournment

Missy Palitzsch motioned to adjourn. Todd Gentry seconded the motion. Motion passed unanimously.