

Developmental Disabilities Resource Board of St. Charles County  
Special Board Meeting Minutes  
June 25, 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. Conference call numbers were 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, Sue Sharp, Bryon Hale, Connie Tan, Missy Fallert, Missy Palitzsch, Terry Elmendorf

**Members Absent:** Todd Gentry and Mike Mahoney

**Agenda Approval**

Bryon Hale motioned to approve the agenda as presented. Terry Elmendorf seconded the motion. Motion passed unanimously.

**New Business:**

**1. Community Living**

**a. One-Time Funding Carryover – Respite Home bathroom renovations**

Kathy noted the funding for the bathroom renovations was approved in FY24, however after issues obtaining bids, the original contractor's bid was accepted, but was not able to start the work in FY24. The work will begin in FY25.

Sue Sharp motioned to approve moving Community Living's carryover request totaling \$38,800 from the DDRB FY24 Reserve funding and to the FY25 Reserve as presented. Bryon Hale seconded the motion. Motion passed unanimously.

**b. MODOT Vehicle Match**

Community Living requested vehicles from MODOT about 2 years ago and 3 have now been delivered to the agency. MODOT covers 80% of the cost. The DDRB FY24 Community Programs budget includes \$100,000 to pay the 20% match for MODOT Vehicles.

Bryon Hale motioned to approve Community Living's request to reimburse the 20% match for the 3 MODOT vehicles from the FY24 Community Programs – Vehicle Match budget totaling \$39,719.20. Missy Fallert seconded the motion. Motion passed unanimously.

**2. Emmaus Homes MODOT Vehicle Match**

Emmaus requested vehicles from MODOT, and 2 vehicles have been delivered to the agency. MODOT covers 80% of the cost. The DDRB FY24 Community Programs budget includes \$100,000 to pay the 20% match for MODOT Vehicles. After this request, the FY24 remaining balance for MODOT vehicles is \$12,331.80

Bryon Hale motioned to approve Emmaus' request to reimburse the 20% match for the 2 MODOT vehicles from the FY24 Community Programs – Vehicle Match budget totaling \$31,966.00. Missy Fallert seconded the motion. Motion passed unanimously.

### **3. Willows Way ISLA Emergency Request**

Willows Way is requesting an additional 350 ISLA units to support the needs of 6 new individuals this year after 6 individuals left their service. In FY25 the agency will manage their base number of customers within their budget, and then have access to additional funds via the ISLA reserve for new customers.

Missy Fallert motioned to amend the FY24 budget and approve Willows Way's emergency request for an additional 350 units @ \$70.55 totaling an additional \$24,692.50 for ISLA services. Bryon Hale seconded the motion. Motion passed unanimously.

### **4. MERS/Goodwill Supported Employment Emergency Request**

Supported employment providers receive referrals to provide services from the Div. of Vocational Rehabilitation Services. MERS received additional referrals this year and as a result needs an additional 223 units to support the individuals through June. In FY25, the supported employment agencies will be able to access additional funds via the Supported Employment reserve for new customer.

Connie Tan motioned to amend the FY24 budget and approve MERS/Goodwill's request for an additional 223 units @ 62.51 totaling and additional \$13,939.73 for Supported Employment services. Sue Sharp seconded the motion. Motion passed unanimously.

Dan thanked the members of the board for their work on the Strategic Plan, especially Mike, Sue, and Terry. The plan looks different from years past and is pleased the board is headed in the right direction. It is a 3-year plan. It will be presented to the board at the August 15 board meeting. Copies of the plan were distributed. Dan requested each board member review the plan prior to the August board meeting.

### **5. Cancel July 18, 2024, board meeting.**

Bryon Hale motioned to cancel the July 18, 2024, regularly scheduled board meeting. Sue Sharp seconded the motion. Motion passed unanimously.

### **Adjournment**

Bryon Hale motioned to adjourn. Connie Tan seconded the motion. Motion passed unanimously.

Respectfully Submitted: Joyce Eichelberger 6/26/2024