

Developmental Disabilities Resource Board of St. Charles County

Board Meeting Minutes

October 23, 2025

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.

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, Todd Gentry, Bryon Hale, Mike Mahoney, and Sue Sharp

Members Absent:

Terry Elmendorf, Missy Fallert, Missy Palitzsch, and Connie Tan

Agenda Approval

Sue Sharp motioned to approve the agenda as presented. Marc Debrick seconded the motion. Motion passed unanimously.

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*

Sue Sharp motioned to go into closed session, announcing the intent to discuss Property: (S.B. 2, Section 610.021 (2) RSMo). Mike Mahoney seconded the motion. Motion passed unanimously. Roll call of the members physically present was taken: Marc Debrick, yes; Todd Gentry, yes; Bryon Hale, yes; Mike Mahoney, yes; Sue Sharp, yes.

Closed Session Property: (S.B. 2, Section 610.021 (2) RSMo)

Mike Mahoney motioned to end the closed session and return to open session. Sue Sharp seconded the motion. Motion passed unanimously. Roll call of the members physically present was taken: Marc Debrick, yes; Todd Gentry, yes; Bryon Hale, yes; Mike Mahoney, yes; Sue Sharp, yes.

Emergent Business:

1. Partner Funding Manual Changes Approval

Partner Funding Manual changes include changes to the DDRB One Time/Capital Policy. The changes have been reviewed by and recommended for approval by both the Budget & Financial Oversight and Program Committees.

Sue Sharp motioned to approve the Partner Funding Manual Changes as presented. Marc Debrick seconded the motion. Motion passed unanimously.

General Updates

1. SB3

Denise Cross reviewed updates to SB3 which included an article released by the County Assessor.

2. Other Legislative Updates

As discussed in the article by the County Assessor. The Tax Reform Committee continues to look at how taxes are currently collected and distributed in Missouri and is open to ideas on reform. There have been several options discussed, and Denise is following as closely as possible to see if any get traction. Meanwhile the Missouri Legislature continues to see bills for tax reform. Denise will also follow any bills receiving traction in the Legislature. There is a common theme, and tax reform is likely. How the DDRB's taxes are affected is yet to be determined.

3. Recap - How We Got Here

Denise gave a brief recap of where the Board and Committees started early in the summer to where the Board is now. She reminded the Board that before SB3 was known, the DDRB's budget and reserves still needed significant changes to rectify multiple years of over budgeting. The Board's goal continues to be a balanced budget.

Program Committee Strategy Discussions: Prioritization Strategy

Denise reviewed agency input on the proposed prioritization strategy. Minor changes were made to definitions. This item will be included for approval in the consent agenda at November 20, 2025, Regular Board meeting.

Budget & Financial Oversight Committee Strategy Discussions:

1. Reserves Procedures

Mike Mahoney reviewed the proposed changes to the Reserves Procedures by the Budget & Financial Oversight Committee. After review of recent year's actual expenses for the first six months of the fiscal year it was found that they are 35-38 percent of total expenses. This is likely to be due to invoice changes, and agencies invoicing monthly. It was discussed adjusting the percentage from 28 to 35 percent but no decision was made.

2. FY2027 Financial Projections

Mike Mahoney the Budget Summary with proposed changes to the budget in FY2027 to reflect a balanced budget. The Budget Strategy for FY2027 was also discussed. These were discussed by Board members as to what the Budget & Financial Oversight Committee's targets were, and the criteria set forward by the Program Committee to meet the goal of a balanced budget. The criteria set by the Program Committee are as follows:

1. Reduce FY27 contracts based on under-utilization.
2. Other FY27 Reduction Criteria:
 - a. Discontinue pilot projects if not meeting goals.
 - b. Reduce or discontinue funding for services:
 - i. available through other sources
 - ii. serving fewer than 5 individuals.
 - iii. not meeting program outcomes
 - c. Review programs funded at lower reimbursement by other funders to assess sustainability and alignment with DDRB funding structures.

Annual Strategy Discussions: FY2027 Funding Priorities

Bryon introduced the intention of the Board to discuss FY2027 Funding Priorities. The Board made a point to directly speak to the agencies present. The Board communicated the following to agencies:

1. The number one priority is to be good stewards of taxpayer dollars and do it properly.
2. The Board knows funding maybe constricted in other areas, but the DDRB does not have enough money to sustain the current level of funding and will do its best to be equitable with available funds based on prioritization and funding strategies set forth by the Board.
3. There is a level of expectation that agencies are partners with the DDRB, and funding should be diversified. They would like partners not vendors.
4. Agencies wanting to buy out a DDRB equity investment, the request would be encouraged and entertained.

After discussion the following recommendations were made for FY2027 Funding Priorities:

1. 0% Market Rate Adjustment
2. No requests over MRA will be accepted.
3. No service growth or expansion will be accepted.
4. No new projects, services or pilot initiatives will be accepted.
5. No one-time/capital requests will be accepted.
6. No equity investments will be accepted.
7. Agencies may submit throughout the year for emergency requests, based on Partner Funding Manual guidelines.

Next Steps

Budget & Financial Oversight Committee –

1. Continue discussions on reserves.
2. Take a deeper look at equity investments: policy, how many, what's our practice.

Staff Research

1. Does our tax income have to stay with the County?
2. When can a political subdivision go into debt?
3. What are steps/how can we for going to ballot in St. Charles County?

Adjournment

Marc Debrick motioned to adjourn. Sue Sharp seconded the motion. Motion passed unanimously.