

# **Developmental Disabilities Resource Board of St. Charles County**

## **Board Meeting Minutes**

### **September 18, 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, Terry Elmendorf, Missy Fallert, Todd Gentry, Bryon Hale, Mike Mahoney, and Connie Tan

#### **Members Absent:**

Missy Palitzsch and Sue Sharp

#### **Agenda Approval**

Missy Fallert motioned to approve the agenda as presented. Terry Elmendorf seconded the motion. Motion passed unanimously.

#### **Mission Moment**

A mission moment from RISE featuring their Independent Supported Living Assistance (ISLA) was scheduled, but due to an emergency the individual could not make it to the meeting.

Marc Debrick motioned to open the hearing for public comment on the 2025 proposed property tax rate as proposed by the Developmental Disabilities Resource Board of St. Charles County. Missy Fallert seconded the motion. Motion passed unanimously. Roll call of the members physically present was taken: Marc Debrick, yes; Terry Elmendorf, yes; Missy Fallert, yes; Todd Gentry, yes; Bryon Hale, yes; Mike Mahoney, yes; Connie Tan, yes.

#### **Public Hearing: Tax Rate**

Joyce Eichelberger reviewed the process of setting the tax rate. Joyce also notified the Board that the County contacted the DDRB about their missing data that impacted the 2021 and 2022 pro forma tax rates. For each year 2021-2024 the tax rate was overstated slightly. The County notified and worked with the State Auditor's office regarding a correction. As a result, the tax

rate for 2025 included a one year recoupment rate of -.0003. The 2025 recommended rate is .1068. Final documentation includes this information.

There was no public comment.

Missy Fallet motioned to close the hearing for public comment on the 2025 proposed property tax rate as proposed by the Developmental Disabilities Resource Board of St. Charles County. Terry Elmendorf seconded the motion. Motion passed unanimously. Roll call of the members physically present was taken: Marc Debrick, yes; Terry Elmendorf, yes; Missy Fallert, yes; Todd Gentry, yes; Bryon Hale, yes; Mike Mahoney, yes; Connie Tan, yes.

Missy Fallert motioned to open the hearing for public comment on the FY2027 Funding Priorities. Marc Debrick seconded the motion. Motion passed unanimously. Roll call of the members physically present was taken: Marc Debrick, yes; Terry Elmendorf, yes; Missy Fallert, yes; Todd Gentry, yes; Bryon Hale, yes; Mike Mahoney, yes; Connie Tan, yes.

#### **Public Hearing: FY2027 Funding Priorities**

John Ditch, Chief Program Officer, Community Living made the following comment:

“Thank you for allowing Community Living the opportunity to offer feedback on the DDRB funding priorities for Fiscal Year 2027. The DDRB and Community Living have a long-standing history and partnership since 1978. The DDRB currently funds us for:

- Employment Services (Supported Employment and BEST)
- Respite Services (In-Home Respite, Respite Care, and Respite Care Home)
- Recreation Services: Adult Recreation and SOAR (teen recreation)

We are aware of the substantial issues that Senate Bill 3 could cause for funding for the DDRB. SB 3 will limit, or could limit, the amount of growth in tax revenue that you can expect to see and cause significant financial uncertainty. We understand this is a complicated topic and there are no concrete answers yet to how this legislation will be implemented locally. Funding boards and providers are all nervous about this impact.

Overall well-being, including mental health and happiness, are critical components of all our programs.

Community Living firmly believes that priorities moving into FY 2027 should focus on the safety, security, mental health, and social welfare of St. Charles County's most vulnerable citizens. If we learned nothing else from the pandemic of 2020, it was that employment, security, and socialization are critical to people's mental and emotional well-being. People who could not access our Employment Services, our three Respite services (In Home Respite, the Respite Center, and the Respite Care Home) or our recreation programs, have shared with us the critical effect that isolation had on them. We heard stories from families and individuals with intellectual and developmental disabilities (I/DD) of severe depression and anxiety because they could not go to work, see their friends, socialize, access their community, etc.

From these lessons we ask that the DDRB prioritize funding for services that allow families and people with I/DD:

- Access to employment services so they can obtain and retain meaningful employment.
- Access to a variety of respite services so families and people with I/DD can get necessary time to refuel and refresh and so families have a safe place to send their loved one in times of need.
- Access to critical social interactions to maintain and enhance their social and emotional wellbeing; access to social experiences with their friends so they are not isolated at home.

An overall priority for Community Living is that the DDRB has enough funding to continue to fund those programs it has funded for many years.

Thank you for your time."

**Missy Fallert motioned to close the hearing for public comment on the FY2027 Funding Priorities. Marc Debrick seconded the motion. Motion passed unanimously. Roll call of the members physically present was taken: Marc Debrick, yes; Terry Elmendorf, yes; Missy Fallert, yes; Todd Gentry, yes; Bryon Hale, yes; Mike Mahoney, yes; Connie Tan, yes.**

**Public Announcements/Comments: None**

**Reports:**

***Executive Director Report***

Denise Cross's Executive Director Report included the following:

- **Case Management**

Surveys have been completed with all Case Management staff and Denise has met individually with supervisors, team leads, and specialists. The leadership transition plan remains on track, with the goal of establishing permanent leadership and structure no later than the end of November.

Denise has truly enjoyed digging into the department and learning more about their work. She continues to receive great feedback from providers—often unsolicited—which speaks well of the department's impact and reputation.

- **Senate Bill 3**

The County Council voted to place Senate Bill 3 on the April ballot. While there are still rumors of lawsuits, only one has been filed to date (and it does not involve St. Charles County).

Based on analysis from the County Assessor, we believe the impact could be a \$600,000–\$700,000 reduction in anticipated revenue growth for FY2027. Thanks to the board's budget work, the DDRB is positioned to do contingency planning. Options will be discussed at our October committee meetings and strategy session, which will also inform our FY2027 funding priorities.

- **National Disability Employment Awareness Month (NDEAM)**

October is NDEAM, and the DDRB is excited to host an event with Aaron Likens, a nationally recognized speaker and St. Charles County native. Aaron, currently the flagman for Indy Car, has an inspiring employment story to share.

The DDRB is grateful to the providers and employers who are supporting this event, which will be open to the general public, officials, and business leaders.

- **Date/Time:** October 9
- **Location:** DDRB
- **Registration:** Eventbrite and Facebook (registration requested)

In addition, the St. Charles County Community Council will host its October 2 luncheon at DDRB, titled *"The Faces of Disabilities."* DDRB will be presenting, and the event aligns well with our Strategic Plan goal of raising awareness of both DDRB and the I/DD community.

- **MACDDS**

In August, DDRB hosted more than 50 representatives for two days of MACDDS meetings and a social event at Chicken N Pickle.

- Vicki Amsinger and Becky Zerillo presented on the *Top Workplaces* designation and process.
- Denise was invited to join a leadership panel that included Peg Capo, where we discussed burnout, boundaries, and tough conversations.
- Erin Suelman from the Down Syndrome Association spoke about the great work they are doing in our area and others in the state.

The DDRB appreciated the opportunity to showcase our staff, our workplace culture, and our community.

- **ANCOR Policy Summit & Hill Day**

Earlier this month, DDRB participated in ANCOR's Policy Summit and Hill Day in Washington, D.C. We met with the offices of Representatives Onder, Wagner, and Bell (with Representative Bell joining us personally), as well as the offices of Senators Hawley and Schmitt. We also attended a meet-and-greet event with Senator Schmitt.

Susie Parker, along with two local DSPs, shared powerful personal stories that directly highlighted the importance of protecting disability supports. Our policy ask was clear:

- Protect people with disabilities and the supports they need from Medicaid cuts.
- Pass the HCBS Relief Act (HR4029/S2076).
- Support better data collection of the direct support professional workforce.

Our meetings were well-received, and those we met with seemed both informed on the issues and open to further consideration of our requests.

- **Meetings and Strategic Planning**

- **Tonight's Meeting:** Regular board meeting and public hearing.
- **October's Meeting:** Strategy session (no regular business will occur).

As a reminder, strategy sessions are new for DDRB. They are open meetings, but participation is in-person only. These sessions are designed to allow the board to step back, look at the big picture, and discuss long-term strategies.

Our August session set the stage with a review of DDRB's history, current position, and challenges. October will focus on potential solutions to those challenges and help guide our next steps.

***Finance Director Report***

Joyce Eichelberger's Finance Director Report included the following:

Financial Statements included with Report:

- May 2025 Statements, Bank Activity
- June 2025 Statements, Bank Activity, 4th Quarter Report
- July 2025 Statements, Bank Activity
- August 2025 Statements, Bank Activity

The Finance committee met on August 7 and September 9 and reviewed all reports.

DDRB Statement of Revenues and Expense Notes:

**May 2025:**

DDRB Operations – Admin and Case Management (CM or TCM) salary and benefit expenses are higher because there were three pay dates in May.

**June 2025:**

Tax Revenue – Came in as budgeted, the investment income is lower than budgeted, on this report, however, additional investment income has been received totaling \$220,879.

CM-Medicaid Revenue – At the time the report was run, the June TCM billing was in progress. The June 2025 TCM revenue, not reflected on this report, was \$424,440.

Expenses – Year end accrual entries were pending at the time the report was run, and all will be reflected in the June 30, 2025, audit.

**July 2025/Aug 2025:**

FY2026 begins. The case management revenue recorded in August is one month in arrears. This is for CM services provided in July 2025.

**DDRB FY2025 Audit:**

RubinBrown will start field work on September 29, 2025.

**FY2027 Budget Planning:**

Staff have drafted a projected balanced budget for FY2027. This has been shared with both the program and budget and financial oversight committees. Both committees support the proposed draft budget, knowing more effort and information will be needed in the months ahead to make a final recommendation.

Terry Elmendorf motioned to approve the May, June, July, August 2025 and 4<sup>th</sup> Quarter financial statements as presented. Missy Fallert seconded the motion. Motion passed unanimously.

**Consent Agenda:**

1. Minutes of Board Meeting – May 15, 2025; August 21, 2025
2. Minutes of Executive Committee – May 15, 2025; August 7, 2025
3. Minutes of Budget & Financial Oversight Committee Meeting – June 3, 2025; August 7, 2025; September 9, 2025
4. Minutes of Program Committee Meeting – August 1, 2025; September 8, 2025

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

**Old Business:** None

**New Business:**

**1. Tax Rate Resolution**

Nikki Rogers read aloud resolution number FY26 09-01 pertaining to the 2025 Tax Rate setting the tax rate at \$0.1068 per \$100 assessed value.

**Todd Gentry motioned to adopt resolution number FY26 09-01 setting the tax rate at \$0.1068 per \$100 assessed value as read aloud. Missy Fallert seconded the motion. Motion passed unanimously.**

**2. FY2026 Contract Changes**

**a. Association on Aging with Developmental Disabilities – Conditions of Funding**

Association on Aging with Developmental Disabilities (AADD) has requested a revision to their FY2026 condition of funding. The current condition of funding states: “AADD will provide Retirement Planning services to individuals within the originally intended parameters. The allocated funds allow for up to 4 hours of service per individual each month. Any services that exceed the 4-hour monthly limit will not be eligible for reimbursement.”

The requested revised condition of funding is as follows: “AADD will provide Retirement Planning services to individuals within the originally intended parameters. The allocated funds allow for up to 4 hours of service per individual each month and a maximum of 48 units a year. Slight variations in individuals’ monthly utilization are allowed while staying within the yearly authorization of 48 units.

Example (4 units a month/ 48 units a year) Monthly billings between 3 units and 6 units are allowable.”

This request would modify their FY2026 contract. The Program Committee supported the recommended change.

**Missy Fallert motioned to approve the AADD conditions of funding change as presented. Connie Tan seconded the motion. Motion passed unanimously.**



**b. TREE House – Conditions of Funding**

TREE House is requesting a change to their FY2026 conditions of funding to allow submissions for exceptions requests for individuals who qualify for wavier services but choose to pursue services via private pay. The requests would be reviewed by DDRB on a case-by-case basis. This change would modify their current condition of funding that states: “Tree House must ensure that all individuals with access to Medicaid Waiver Funding undergo an evaluation to determine their eligibility for Medicaid Waiver therapeutic funding for Tree House services. Those who meet the criteria must then request Medicaid Waiver funding through their case manager for this service. Agency must bill Medicaid Waiver (OT, PT, Speech, etc.) for all eligible individuals. Not applicable to individuals who have the Lopez or Physical Disabilities Waiver.”

The requested revision would add the following to the end of the condition of funding: “TREE House may request an exception to billing the service to Medicaid Waiver if the family chooses to pay privately for the service. TREE House will make a request to waiver this requirement to the Agency Relations Staff at the DDRB.”

The request would modify their FY2026 Contract. The Program Committee supported the recommended change.

**Connie Tan motioned to approve the TREE House condition of funding as presented. Terry Elmendorf seconded the motion. Motion passed unanimously.**

**3. Partner Funding Manual – Residential Living Assistance Fund Policy Update**

The Developmental Disabilities Resource Board (DDRB) has historically required Residential Providers to sign a contract to be eligible for reimbursement of essential items purchased when individuals transition into residential services. Under this model, the agency served solely as a fiscal facilitator—managing the financial transaction without claiming ownership of the purchased items.

To streamline the process, DDRB has revised its approach. Rather than requiring a separate contract, updated language has been added to the Residential Living Assistance Fund guidelines to clarify the program's intent:

- **Purpose:** To provide funding for essential items for individuals entering residential services for the first time.
- **Ownership:** All items purchased using Residential Living Assistance Funds are the property of the individual receiving support.
- **Agency Role:** The residential provider acts solely as a fiscal facilitator, handling the purchase and reimbursement process without assuming



ownership of the items.

- **Funding Limit:** Individuals are eligible for up to \$1,000 in assistance.
- **Documentation:** Copies of purchase receipts must be forwarded to the individual case manager to be kept on file for future reference.
- **Vendor Status:** All participating residential agencies are current vendors with the Missouri Department of Mental Health (DMH) and are in good standing, as they are actively supporting new referrals into residential services.

This revised process maintains accountability while removing the need for a formal provider contract, ensuring the focus remains on supporting individuals as they establish their new homes. The request is for this change to be retroactive to July 1, 2025. The Program Committee supported this request.

Missy Fallert motioned to approve the Residential Living Assistance Fund Policy Update retroactively to July 1, 2025, as presented. Connie Tan seconded the motion. Motion passed unanimously.

#### 4. Realtor RFP

The Board wanted to move this item to closed session, due to the conversations around this item being eligible for a closed session discussion.

Terry Elmendorf motioned to amend the agenda adding this item to the closed session pursuant to the MO Revised Statutes: S.B. 2, Section 610.021 (2) as requested. Missy Fallert seconded the motion. Motion passed unanimously.

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

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

#### Adjournment

Missy Fallert motioned to adjourn. Connie Tan seconded the motion. Motion passed unanimously.

Respectfully submitted: *Nikki Rogers*