

Developmental Disabilities Resource Board of St. Charles County

Board Meeting Minutes

May 21, 2026

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.

Missy Fallert, 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:

Terry Elmendorf, Missy Fallert, Todd Gentry, Bryon Hale, Mike Mahoney, and Sue Sharp

Members Absent:

Marc Debrick, Missy Palitzsch, and Connie Tan

Agenda Approval

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

Mission Moment:

Denise presented presentation which consisted of a recap of the DDRB's Prop RT awareness campaign. The campaign was the biggest awareness campaign the DDRB has had on social media thus far. The one-pager created by DDRB was used on many platforms by many different entities.

Public Announcements/Comments: None

Consent Agenda:

1. Financial Statements: January 2026, February 2026, March 2026, and FY2026 3rd Quarter
2. Minutes of Board Meeting: January 15, 2026, March 19, 2026
3. Minutes of Budget & Financial Oversight Committee Meeting: March 10, 2026, April 8, 2026, May 13, 2026
4. Minutes of Executive Committee: January 15, 2026, March 19, 2026
5. Minutes of Program Committee Meeting: February 2, 2026, May 4, 2026

Bryon Hale motioned to approve the consent agenda as presented. Todd Gentry seconded the motion. Motion passed unanimously.

Reports:***Executive Director Report***

Denise Cross's Executive Director Report included the following, and was presented as a PowerPoint:

Overview

The past month has been a powerful reflection of the DDRB's leadership, influence, and commitment to excellence across our community and beyond. From regional recognition to national engagement, our work continues to elevate both the organization and the individuals we serve. The momentum we are building is not only visible—it is being recognized, celebrated, and replicated across multiple platforms and partnerships.

Leadership and Organizational Strength

At the core of our success is a deliberate investment in leadership development. We are building a culture rooted in trust, accountability, and shared purpose. Across the organization, teams are leaning into open communication, healthy dialogue, and continuous feedback, creating an environment where innovation and collaboration thrive. This intentional focus is strengthening alignment, deepening engagement, and positioning DDRB as a model for organizational excellence.

Regional and National Leadership Presence

DDRB continues to distinguish itself as a leader within the region and across the country. Our active participation in the Gateway Coalition of Service Providers reinforces our commitment to advancing quality services and strengthening the provider network. The recent DSP Conference and Awards was a powerful reminder of the essential role frontline professionals play and the high standards our network upholds.

On the national stage, engagement at the ANCOR conference provided valuable opportunities to exchange ideas with leading organizations from across the country. DDRB remains at the forefront of adopting innovative practices, building strategic partnerships, and leveraging new tools that advance community inclusion and service delivery.

Locally, recognition through What's Right With the Region further underscores the impact of our work and the strength of our partnerships. These acknowledgments reflect not only individual achievements but the collective commitment to improving lives throughout our community.

Statewide Impact and Advocacy

Our engagement with the Missouri Special Districts Association continues to strengthen DDRB's voice in statewide conversations. Through this work, we are helping shape governance best practices, elevate awareness of special district services, and ensure that our organization is contributing meaningfully to the broader policy and leadership landscape.

Key Organizational Highlights

This month also brought several significant milestones and celebrations that reflect the strength and continuity of our organization. We honor the retirement of Vicki, whose leadership and dedication have left a lasting imprint on the organization, and we are excited to welcome Becky into her new role as she brings fresh energy and perspective to the team.

We also celebrate Shelley's completion of Vision Leadership training, an achievement that speaks to our deep and ongoing commitment to cultivating strong, capable leaders within DDRB. Investments like these ensure our organization remains resilient, forward-thinking, and prepared for future growth.

Finally, we proudly recognize the 20th anniversary of our Case Management program. This milestone represents two decades of dedicated service, innovation, and unwavering commitment to individuals and families in our community. It is both a moment of reflection and a powerful reminder of the impact DDRB continues to make every day.

Closing

DDRB continues to build meaningful momentum, guided by strong leadership, strategic partnerships, and an unwavering focus on quality outcomes. The organization is not only meeting expectations—it is exceeding them, setting a high standard for others to follow. I am proud of the work being accomplished and confident in the direction we are headed.

Finance Director Report

Joyce Eichelberger's Finance Director Report included the following:

Financial Statements included with Report:

- April 2026
- FY2026 3rd Quarter

FY26 Finance Statements:

The Budget and Finance Committee reviewed the following finance statements during the meeting dates noted:

March 10: January 2026 and February 2026 Finance Reports and Bank Activity

April 8: March 2026 Finance Reports, Bank Activity and 3rd Qtr. Agency and Other Expense Report

The Finance Committee has changed its meeting date to the 2nd Wednesday of the month, to ensure the committee is able to review the monthly finance reports. Reports are not typically available until the 6th of the month.

April 30, 2026 Statement of Revenues and Expense Notes:

The April statements were reviewed by the Finance Committee at their May 13 Finance Committee meeting.

April 2026 Revenues:

- Taxes: Two months are remaining, need \$96,433 to meet our budget projection.
- State GR for Family Support: Invoices and payments pending, budget projection should be met.
- Case Management: Revenue listed is for March 2026 services, with 3 months remaining to bill, the budget may be exceeded.
- Investment Income: Positive variance from prior year, typically St. Charles County records another payment in July for FY26.
- Miscellaneous: Year to Date (YTD) is high, MoDOT 20% Match funds repayment was recorded to this line.

April 2026 Expenses:

- Agency Operations: A YTD variance in this line is typically due to the timing of agency invoice submissions and DDRB payments. Agencies have 30 days to submit their invoice and DDRB pays agencies once per month. The Budget Summary projections are under budget as was anticipated for FY26.
- DDRB Operations: Both Case Management and Administration in total are trending below budget. The case management and administration statements provide line-item details. Staff is monitoring line item results to fine tune future budgeting.

Congratulations Shelley!

Shelley Fischer, Finance and Operations Assistant Director graduated from Vision Leadership St. Charles on May 14. The mission of Vision Leadership is to educate community and business leaders by providing experiences that will increase awareness, develop leadership skills and motivate participants to be actively engaged in St. Charles County. This was an 8-9 month commitment of time and efforts.

Bryon Hale motioned to approve the [insert month] 2025 financial statements as presented. Terry Elemdorf seconded the motion. Motion passed unanimously.

Old Business: None

New Business:

1. FY2027 Combined Budget Approval

Denise presented the FY2027 DDRB Budget. The Budget was reviewed at the Budget & Financial Oversight Committee meeting on May 13, 2026. All recommended changes were made. The DDRB Combined Administration and Targeted Case Management Budget totals \$7,475,572.00.

Bryon Hale motioned to approve the FY2027 Budget as presented. Sue Sharp seconded the motion. Motion passed unanimously.

2. FY2027 Budget Approval & Contract Authorization

Joyce presented the FY2027 Budget for approval. The budget was reviewed and recommended by Budget and Financial Oversight Committee at their May 13, 2026 meeting. Staff does anticipate a request for change to the FACT budget in the future. The presented overall budget is the first balanced budget, which includes budgeted revenues of \$21,969,398.00 and budgeted expenses of \$21,969,398.00 for FY2027.

Bryon Hale motioned to approve the FY2027 Budget as presented and authorize the President to sign the contracts. Terry Elemendorf seconded the motion. Motion passed unanimously.

3. FY2027 Contract(s) Conditions of Funding Approval

Kathy reviewed the FY2027 contracts conditions of funding. The only change since last review was to the Options for Justice condition of funding.

Terry Elmendorf motioned to approve the FY2027 Contract(s) Conditions of Funding as presented. Bryon Hale seconded the motion. Motion passed unanimously.

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

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

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

Adjournment

Bryon Hale motioned to adjourn. Terry Elemendorf seconded the motion. Motion passed unanimously.