

**Developmental Disabilities Resource Board of St. Charles County**  
**Board Kick-Off Meeting Minutes**  
**April 7, 2016**

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

**Members Present:**

Dan Dozier, Missy Fallert, Bart Haberstroh, Margaret Kelpé, Mike Mahoney, John Morse, Jim Rhodes and Neil Whipple

**Members Absent:**

None

**DDRB Staff Present:**

Peg Capo, Keri Riley, Nikki Rogers, John Thaelke and Kathy Williams

The Board reviewed the following:

1. Welcome: Jim Rhodes, Board President
2. Ice Breaker: Peg Capo, Executive Director
3. Board Governance: Peg Capo
  - a. Board Manual
  - b. Strategic Plan
  - c. FY17 Priorities
  - d. Board Funding Process and New Project Considerations
  - e. Annual Board Survey Summary
4. Annual Application Process: Kathy Williams, Program Director
  - a. Agency Input/Policy Revisions
  - b. Agency Meetings/Agency Dashboard
  - c. Applications Submissions/Procedure for Next Year
  - d. Program Renewal Application
5. Agency Meetings: John Thaelke, Finance Director
  - a. Program Financial Sheet
  - b. Funding Justification Sheet
  - c. Audit Sheets
  - d. Agency Financial History
7. Schedule of Meetings: Kathy Williams
  - a. Hearing Evaluation Tools
  - b. Agency tours
8. Closing: Jim Rhodes

Respectfully Submitted: Nikki Rogers \_\_\_\_\_