

Developmental Disabilities Resource Board of St. Charles County
Board Meeting Minutes
June 20, 2019

The Board meeting was held at the DDRB Office, 1025 Country Club Road, St. Charles, MO 63303. Missy Fallert, DDRB President, called the meeting to order at 7:00 p.m. with a moment of silent reflection.

Members Present:

Dan Dozier, Todd Gentry, Missy Fallert, Mike Mahoney, Jim Rhodes and Sue Sharp

Members Absent:

Joe Barton, Bryon Hale and Connie Tan

Mission Moment:

Heatheryann Menendez, DDRB Case Manager/Mentor, presented the following story for the DDRB Mission Moment:

"Alyssa is a 23 year old young woman who has been working competitively in the community at a movie theater with DDRB funded follow along supports since April 2013. She has been successful at her job but resistant to training on new positions or accepting new or additional shifts for which she is not already scheduled. Alyssa and her family struggled for years with balancing getting Alyssa to and from her job, often entailing her mother spending her lunch break to take her or only having her work weekend shifts. This has limited Alyssa's exposure to being flexible and gaining confidence in advocating for herself. She desires to live independently one day perhaps in her own apartment, but this has been a vision difficult for her and her family to see as a possibility. Alyssa tends to retreat to her own home and her bedroom, refusing to go out and do things, refusing to maintain relationships outside of home, school, or work, often described as being shy and reticent.

After several denials and appeals for Medicaid Eligibility and Social Security Determinations, Alyssa obtained Medicaid and was then brought into the Partnership for Hope Waiver in April 2018 for Demand Response Transportation to and from work. Demand Response transportation enables Alyssa to work a varying schedule without reliance on her parents and develops her ability to be more independent as well as potentially seek additional employment that would give her the financial stability to live on her own.

In October 2018 with the loss of the Bi-State Contract, there was a lot of turmoil and uncertainty to Alyssa's transportation services. Her mother had been calling in her schedule, her new provider was not reliable and several problems were reported. After changing again to another new provider, Alyssa has begun advocating for herself to take on additional shifts and hours, communicating with her driver, things she would not have done before.

Alyssa for the first time ever has recently stayed home by herself enabling her parents to leave town for a graduation. She was able to get herself to and from work with her transportation provider, organize a ride for herself to her Special Olympics basketball game, come home after dark, get in safely, lock doors behind her, and spend a weekend independently in her own home with no one else around.

The services received by funding made possible by the Board has made the goal of one day living in her own apartment independently seem achievable and Alyssa is warming up to opportunities to expand her comfort zone, build up her self-esteem, and choose her own path to the life she wants to live."

SB40 Alignment & Integration:

Peg Capo presented an updated on the Senate Bill 40 (SB40) Alignment and & Integration Project. The project is an initiative to align funding documents, processes, and requirements between four SB40 Boards: DDRB, Productive Living Board of St. Louis County (PLB), St. Louis Office for Developmental Disabilities Resources (DD Resources), and Developmental Disabilities Advocates.

Public Comments and Announcements:

None

Minutes of Working Session:

Jim Rhodes motioned to accept the May 8, 2019 Working Session meeting minutes as presented. Sue Sharp seconded the motion. Motion passed unanimously.

Minutes of Board Meeting:

Jim Rhodes motioned to accept the May 16, 2019 Board Kick-off/Working Session meeting minutes as presented. Sue Sharp seconded the motion. Motion passed unanimously.

Finance Director's Report:

John Thaelke's May 2019 Finance Report included the following:

FY2019 Revenue

- **Taxes** – DDRB is on target for FY2019 projected revenue.
- **State Funding** – The DDRB has billed for the remainder of the Family Support Project. Revenue will be received in June.
- **Case Management Billings** – Billings are consistent with staffing levels. Planned growth in FY2019 did not occur due to the State not allocating enough funding to cover 100% of the local match. Recently, the Governor signed the FY2019 supplemental budget which included an increase in Targeted Case Management match funds.
- **Rent** – Variance to prior year is due to reduction in rent received due to the sale of the Respite Care Home on June 29, 2018.

FY2019 Expenses

- **Agency Operations** – Billings and payments have remained consistent throughout FY2019. Agencies have two months of billing, May and June, to submit along with summer programs starting in June.

Jim Rhodes motioned to accept the May 2019 Finance Report as presented. Dan Dozier seconded the motion. Motion passed unanimously.

Executive Director Report

Peg Capo's Executive Director Report, which included the following:

State Budget Update

Governor Parson signed the FY2020 Budget earlier this week. Revenues increased in April and May, as some expected. Therefore, the Governor did not veto any items of interest to the Intellectual and Developmental Disability (IDD) community and additional withholds (see note below) are not expected. The MARF Update (included in the Board packet) included a summary of the Developmental Disabilities related budget items that were Truly Agreed to and Finally Passed (TAFP). Also included was \$304,500 for continuation of the FACT Family Support Partner Program in St. Charles and St. Louis Counties.

Note: "Withholds" are budgeted funds held back by the Governor to ensure that the state is able to cover the cost of its expenditures. Missouri's constitution requires a balanced budget, so the Governor automatically withholds 3% from each line item to cover unexpected costs. These automatic withholds are permanent reductions to those lines. Additionally, if revenues do not come in consistent with the consensus estimate, the Governor can withhold additional funds throughout the year in order to ensure a balance budget. No additional withholds were made in FY2019.

MARF Update

Val Huhn's update to MARF was included in the Board packet. Included is information on "System Level Solutions to the Direct Support Professional Crisis." Also included was an example of the revenue impact to agencies who utilize remote supports. The Division allows the agencies to reinvest savings generated by utilization of technology to cover other costs, including direct support compensation. If each agency is reimbursed \$70,080 for a night shift, Agency A utilizes the majority of those funds to pay awake overnight staff. Agency B spends \$9,000 on remote monitoring which allows them to utilize over \$61,000 on other costs, including the wages of direct support staff during the remainder of the day. Additional information is included in the update on the "Technology First" plans and supports.

MACDDS Update

Connie Cunningham has been hired to be the new Executive Director MACDDS, beginning June 24. Included in the Board packet was the announcement. Connie recently served as the Executive Director of the St. Louis County Children's Services Fund and currently serves on the Board of Directors of the Missouri Foundation for Health. She has extensive experience with collaborations at the state level.

Case Management Director Report

Heatheryann Menendez gave the Case Management Director's Report, which included the following:

- The case management program is serving 1,202 customers.
- Three new case managers are starting in June. Shane Yardley and Chad Griffin started with the program on June 17. Brittany Christensen will start on June 24. All three individuals bring diverse backgrounds and experience to the team. With the addition of these three staff, we will return to 39 case managers, allowing us to serve all individuals with extended start dates. We will also have capacity to serve new customers that choose the DDRB for case management services.
- Robyn attended the National Association of State Developmental Disabilities Directors (NASDDDS) bi-annual conference in Seattle titled "Using Technology in IDD Services". This conference focused on a variety of innovative programs using technology to support individuals to lead more independent lives. Topics included remote supports for high need individuals in residential services, supported employment innovations with technology, a hiring program through Microsoft, and many more. Missouri's Division of DD State Director, Val Huhn, presented on innovation around technology occurring in the state of Missouri.
- MACDDS has established a subcommittee to review the division process to enter service authorizations into the CIMOR state system for billing. This committee is tasked with looking at issues with the current process, already used by many boards, in order to improve efficiencies. To date, due to the size of our program and issues reported by other boards, our case management program has chosen not to participate. Robyn will be participating in this subcommittee to research and give feedback to the system prior to determining the best way for implementation with our case management team.

Finance Committee

John Thaelke reviewed the June 4, 2019 Finance Committee minutes.

Human Resource Committee

Sue Sharp reviewed the May 16, 2019 Human Resource Committee minutes.

Program Committee

Peg Capo reviewed the May 30, 2019 Program Committee minutes.

St. Charles County Coalition Report

Heather Lytle, Coalition member, gave the St. Charles County Coalition Report, which included the following:

Guest Speaker – Safe Circle, Jessica Naslund, certified sexuality trainer: Safe Circle is a group that started over a decade ago consisting of many agencies that work to prevent sexual abuse to individuals with developmental disability. They provide trainings on healthy relationships and sexuality. The Coalition discussed sponsoring a presentation that agencies could invite consumers and families to attend.

Legislative Committee:

Planning for next year has begun. There will be students from Brown School supporting in the spring to help build a grassroots advocacy program to hopefully share with organizations to build more support. Work on this is starting now with agency members and our lobbyist, Bill Gamble.

Training Committee

A membership annual survey is going out to all agencies.

Business Conducted

- A new officer slate was discussed and approved. Heather Ward will be President of the Coalition effective July 1.
- The Coalition discussed setting measures to the goals the Coalition has to help guide our activities and determine success. Goals to measure will be voted on at the next meeting in August.
- There will be no meeting in the month of July.

Old Business

1. FY2020 Budget Amendment

a. ShowMe Aquatics & Fitness

ShowMe Aquatics & Fitness's FY2020 DDRB budget and contract were tabled at the May 16, 2019 Board meeting. The delay was due to the fact that the Aqua Ability program can bill in the Medicaid waiver. This has caused an issue of overpayment in the past as well as against Medicaid guidelines. It is recommended that Aqua Ability billing be split into two different types. Non-waiver units will continue to be billed as a purchase of service contract at \$143.77/unit providing 1,372 units for up to \$197,252.46. In order to offset the agency's loss from their Medicaid unit rate, it is recommended to fund expenses not related to non-waiver funded units up to \$103,900.72 at a 23.68% reimbursement rate.

Jim Rhodes motioned to approve the ShowMe Aquatics & Fitness contract as presented, to amend the FY2020 budget, and authorize the President to sign the contract. Sue Sharp seconded the motion. Motion passed unanimously.

b. TREE House of Greater St Louis

TREE House's FY2020 DDRB budget and contract were tabled at the May 16, 2019 Board meeting. The delay was due to the fact that the Aqua Ability program can bill in the Medicaid waiver. At this time there has not been a solution reached. It is recommended to enter a limited contract for FY2020 until September 30, 2019 until a solution can be developed. This would be a continuation of FY2019 practice. During this time TREE House will have a contract a portion of their application request, up to \$100,749 providing 1,100 units at \$91.59/unit.

Sue Sharp motioned to approve the TREE House of Greater St. Louis contract as presented, to amend the FY2020 budget, and authorize the president to sign the contract. Jim Rhodes seconded the motion. Motion passed unanimously.

New Business

1. FY2019 Carry Over Requests

a. Community Living – DSP Year 1

Community Living is requesting carryover for their Direct Support Crisis Year 1 initiative. At this time they are projecting a carryover request of \$13,306.16 due to the project not starting until mid-year. Final numbers will come to the Board for approval in July or August.

Jim Rhodes motioned to approve the Community Living – DSP Year 1 Carry Over Request as presented. Dan Dozier seconded the motion. Motion passed unanimously.

b. Easterseals Midwest – DSP Year 1

Easterseals Midwest is requesting carry over for their Direct Support Crisis Year 1 initiative. At this time they are projecting a carry over request of \$7,574 due to the project not starting until mid-year. Final numbers will come to the Board for approval in July or August.

Jim Rhodes motioned to approve the Easterseals Midwest – DSP Year 1 Carry Over Request as presented. Sue Sharp seconded the motion. Motion passed unanimously.

c. St. Charles Community College – DSP Conference

St. Charles Community College is requesting carry over for their Direct Support Conference. This carry over request is due to the speaker for the conference cancelling, the conference has been rescheduled to August. St. Charles Community College is projecting a carry over request of \$8,402. Final numbers will come to the Board for approval in July or August

Jim Rhodes motioned to approve the St. Charles Community College – DSP Conference Carry Over Request as presented. Sue Sharp seconded the motion. Bryon Hale abstained. Motion passed with a majority vote.

d. TREE House - Capital/One-Time

TREE House is requesting carry over for their Capital/One-time budget. At this time they are projecting a carry over request of \$6,598 due to the project not starting until mid-year. Final numbers will come to the Board for approval in July or August.

Jim Rhodes motioned to approve the TREE House – Capital/One-Time Carry Over Request as presented. Sue Sharp seconded the motion. Motion passed unanimously.

e. Willows Way – DSP Year 1

Willows Way is requesting carry over for their Direct Support Crisis Year 1 initiative. At this time they are projecting a carry over request of \$3,608.15 due to the project not starting until mid-year. Final numbers will come to the Board for approval in July or August.

Jim Rhodes motioned to approve the Easterseals Midwest – DSP Year 1 Carry Over Request as presented. Jim Rhodes seconded the motion. Motion passed unanimously.

2. FY2019 Child Care Unit Rate Adjustment

The request is to adjust the Child Care unit rate from \$7.98/unit to \$11.35/unit. It is also requested that this unit rate be retroactive to July 1, 2018. When the FY2019 unit rate was set, it was noted that the unit rate could be revised at the end of FY2019 if projected number of units were not utilized.

Sue Sharp motioned to approve the FY2019 Child Care unit rate adjustment from \$7.68 to \$11.35 per unit retroactive to July 1, 2018 as presented. Dan Dozier seconded the motion. Motion passed with a majority vote.

3. FY2019 Emmaus Homes Reimbursement Rate Adjustment

The request is to change the reimbursement rate for the Emmaus Homes Direct Support Crisis Year 1 initiative. Originally Emmaus Homes' request was presented with a much larger budgeted loss for FY2019. The FY2019 actual results are better than projected, but still result in a significant loss. This would be an exception to the reimbursement policy and will allow Emmaus homes to bill the full \$250,000 FY2019 request.

Mike Mahoney motioned to approve the FY2019 Emmaus Homes reimbursement rate adjustment as presented. Sue Sharp seconded the motion. Motion passed unanimously.

Closed Session

Dan Dozier motioned to go into closed session announcing the intent of the closed session for the intent to discuss Personnel (S.B.2., Section 610.021.3 RSMo). Jim Rhodes seconded the motion. Motion passed unanimously. Roll call of the members present was taken: Dan Dozier, yes; Todd Gentry, yes; Missy Fallert, yes; Mike Mahoney, yes; Jim Rhodes, yes; Sue Sharp, yes.

Open Session

Jim Rhodes motioned to end the closed session and return to open session. Sue Sharp seconded the motion. Motion passed unanimously. Roll call of the members present was taken: Dan Dozier, yes; Todd Gentry, yes; Missy Fallert, yes; Mike Mahoney, yes; Jim Rhodes, yes; Sue Sharp, yes.

Adjournment

Jim Rhodes motioned to adjourn. Todd Gentry seconded the motion. Motion passed unanimously.

Respectfully Submitted: Nikki Rogers _____