

Developmental Disabilities Resource Board of St. Charles County  
Board Meeting Minutes  
September 15, 2022

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. The agenda was posted to the DDRB website in accordance with Missouri Sunshine Laws.

Sue Sharp, DDRB President, called the meeting to order at 7:00 p.m. with a moment of silent reflection.

**Members Physically Present:**

Dan Dozier, Missy Fallert, Todd Gentry, Bryon Hale, Angie Rhodes, Connie Tan, and Sue Sharp

**Members Present via Electronic Communication:**

Mike Mahoney

**Members Absent:**

Joe Barton

**Dan Dozier motioned to open the hearing for public comment on the 2022 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: Dan Dozier, yes; Missy Fallert, yes; Bryon Hale, yes; Angie Rhodes, yes; Sue Sharp, yes; Connie Tan, yes.**

**Public Hearing: 2022 Tax Rate**

Ginger Spallek reviewed the projected tax revenue for the 2022 tax year. There was no public comment.

**Sue Sharp motioned to close the hearing for public comment on the 2022 proposed property tax rate as proposed by the Developmental Disabilities Resource Board of St. Charles County. Mike Mahoney seconded the motion. Motion passed unanimously. Roll call of the members present was taken: Dan Dozier, yes; Missy Fallert, yes; Bryon Hale, yes; Angie Rhodes, yes; Sue Sharp, yes; Connie Tan, yes.**

**Mission Moment:**

Kathy Robb shared an article and video about Aaron Likens and "Thomas and Friends." Aaron Likens is a self-advocate from Missouri who is a published author, blog writer, and public speaker. Aaron collaborated with Mattel to create the first autistic character, Bruno the Brake Car, on the show "Thomas and Friends."

The article can be viewed at: <https://variety.com/2022/tv/news/thomas-and-friends-autistic-character-bruno-1235360952/>.

A short clip of the new character can be viewed at: [https://youtu.be/hUww\\_h3sCCU](https://youtu.be/hUww_h3sCCU).

**Public Comments and Announcements:**

None

Todd Gentry joined the meeting.

**Finance Director's Report:**

Ginger Spallek's Finance Director Report included the following:

- July and August 2022 Financial Statements – A new format has been reviewed and approved by the Finance Committee. The new format is meant to be user friendly with variance explanations on the

face of each statement. Comments, suggestions, and additional revisions from Board Members can be given to Ginger.

- FY2022 Audit Update – Audit fieldwork is scheduled for the first week in October. Audit preparations are currently underway. The goal is to complete the audit in December.

**Bryon Hale motioned to accept the July and August 2022 Finance Reports as presented. Dan Dozier seconded the motion. Motion passed unanimously.**

### **Executive Director Report**

Peg Capo's Executive Director Report included the following:

#### **Robyn Peyton Resignation**

Peg announced that Robyn Peyton, DDRB Case Management Director has put in her resignation. Her last day will be October 7. Robyn is leaving the DDRB to become the Eastern Region Service Coordination Director for the Center for Human Services. This means that Robyn will be leading the agency in their new contract for St. Louis County case management services. A reception will be held before the October 20 Board Meeting for Board members and agencies to say farewell to Robyn.

#### **ARPA Applications**

ARPA applications have been released to all DDRB partner agencies. Two optional kick-off meetings were scheduled to review the ARPA Application, the DDRB funding priorities and to answer questions. Eleven people representing ten agencies were present at the first meeting (August 30). A second meeting was held on September 8 where three agencies were represented. Applications are due September 30. Staff will review all applications and forward to the full Board in November for consideration. It is expected that applications will exceed the \$2.1 million ARPA funds. The plan is for the Board to approve the first allocations at the December 15 Board meeting.

#### **Missouri Legislative Special Session**

The Special Session called by Governor Parson to discuss a permanent income tax reduction is scheduled for the week of September 12. This is the only item that will be considered. Advocates were hoping the scope of the session would be expanded to include legalization of recreational marijuana. Since the Governor did not agree to allow the legislature to discuss it, legalization will be decided by Missouri voters on the November ballot as Amendment 3.

#### **FEMA Disaster Recovery Center**

FEMA continues to staff a Disaster Recovery Center in the DDRB gymnasium to assist people in accessing support and services to help recovery from the recent floods. The center is open to the public 7 days a week from 8:00 am to 7:00 pm. There seems to be a steady low flow of people seeking assistance. The center will remain open until FEMA is assured that those affected have been given ample opportunity to seek support. There has been no impact on the operations of the DDRB and we are grateful to be able to support our community, which was a goal of the DDRB when we purchased our building. FEMA's last day open at the DDRB was Wednesday, September 14.

#### **FY2024 DDRB Funding Cycle**

DDRB staff continue to discuss strategies to make the DDRB's Funding cycle more efficient and data driven. This week we are seeking additional input from the Board Committees and will have final recommendations to share at the October Committee and Board meetings. The goal is to utilize data to set Board priorities to help partner agencies better understand the Board's priorities prior to the submission of applications.

### **Case Management Director Report**

Robyn Peyton's Case Management Director's Report, included the following:

The DDRB Case Management Program is currently serving 1,307 people which is an increase of seventeen people from last report. All those on the waitlist have been removed and we have reached out to our local Regional Office to let them know we have capacity for new referrals.

This past month, in collaboration with MARF, the DDRB hosted a meet & greet session with regional representatives from agencies providing both pre-employment and employment services. Also in attendance were staff from Vocational Rehabilitation Services. Pre-Employment Transition Specialists shared their roles in working with the schools. Open dialogue followed allowing all agency representatives to discuss processes and how to improve communication to support individuals to be successful. The event was highly attended, and discussion continued even after the event was over. Plans moving forward are to host this type of partnership event on a quarterly basis.

Robyn has recently been participating in a collaboration with Compass Health and local partner agencies to discuss dental needs in St. Charles County. Compass Health recently opened an additional dental location in St. Charles which offers a variety of dental services to individuals with Medicaid and to those who would benefit from a sliding scale fee. Locating dental services for our customers has always been a challenge due to the complexity of need and inability to afford services thus effecting overall health.

### **Committee Reports:**

- **Finance Committee**  
Ginger Spallek reviewed the minutes from August 17, 2022, and September 6, 2022, Finance Committee meetings.
- **Program Committee**  
Kathy Robb reviewed the minutes of the September 8, 2022, Program Committee meeting.

### **Gateway Coalition Report**

There was no Gateway Coalition Report.

### **Consent Agenda**

#### **1. Minutes of Board Meeting – August 18, 2022**

**Bryon Hale motioned to approve the consent agenda as presented. Angie Rhodes seconded the motion. Motion passed unanimously.**

### **Old Business**

#### **1. FY2023 Strategic Plan Approval**

Peg presented the FY2023 Strategic Plan for approval.

**Bryon Hale motioned to approve the FY2023 Strategic Plan as presented. Missy Fallert seconded the motion. Motion passed unanimously.**

### **New Business**

#### **1. St. Louis Arc – Launch Service Profile Change Request**

St. Louis Arc is requesting a change in their Service Profile for their Launch project. The project has had inquiries to use the training program for people ages 26-30. Currently the Launch project has a target population of 16-25 years old and would like to expand that target population to 16-30. This project is currently in pilot status. The Program Committee recommended this request for approval.

**Bryon Hale motioned to approve St. Louis Arc's Launch Service Profile Change Request as presented. Angie Rhodes seconded the motion. Motion passed unanimously.**

## 2. Tax Rate Resolution

Peg Capo read aloud resolution number FY23 09 01 pertaining to the 2022 Tax Rate. Setting the tax rate at \$0.1223 per \$100 assessed.

**Bryon Hale motioned to adopt resolution number FY23 09 01 setting the tax rate at \$0.1223 per \$100 assessed as read aloud. Dan Dozier seconded the motion. Motion passed unanimously.**

## 3. FY2024 ERA Partner Funding Manual/DDRDB Appendix Policy Approval

Kathy Robb reviewed the summary of changes to the ERA Partner Funding Manual including the DDRB Appendix. The staff is requesting the changes be approved in concept and a full final approval of the Partner Funding Manual will be in October or November.

**Bryon Hale motioned to approve FY2024 ERA Partner Funding Manual/DDRDB Appendix Policy as presented. Todd Gentry seconded the motion. Motion passed unanimously.**

## 4. Draft 2023 DDRB Policies

### a) Case Management

Robyn Peyton reviewed the summary of Case Management policy changes. Case Management policies will come before the Board for approval at the October 20, 2022, Board meeting.

**No motion needed.**

### b) General Operations

Peg Capo reviewed the summary of General Operations policy changes. General Operations policies will come before the Board for approval at the October 20, 2022, Board meeting.

**No motion needed.**

### c) Governance

Peg Capo reviewed the summary of Governance policy changes. Governance policies will come before the Board for approval at the October 20, 2022, Board meeting.

**No motion needed.**

### d) Human Resource & Job Descriptions

Vicki Amsinger reviewed the summary of Human Resource policy and Job Descriptions changes. Human Resource policies and Job Descriptions will come before the Board for approval at the October 20, 2022, Board meeting.

**No motion needed.**

## Adjournment

**Missy Fallert motioned to adjourn. Angie Rhodes seconded the motion. Motion passed unanimously.**

Respectfully Submitted: *Nikki Rogers*