

Developmental Disabilities Resource Board of St. Charles County  
Board Meeting Minutes  
March 16, 2023

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.

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

**Members Physically Present:**

Dan Dozier, Bryon Hale, Missy Fallert, Todd Gentry, Mike Mahoney, Angie Rhodes, and Connie Tan

**Members Absent:**

Joe Barton and Sue Sharp

**Mission Moment: People First of St. Charles County**

Susie Parker, President of the St. Charles County Chapter of People First, gave an update to the Board about the recent activities of People First. Susie shared the campaign poster created by the chapter for this year's DD Awareness Campaign. The poster focuses on Senator Eigel's personal property tax elimination initiative. The poster makes statements of impact on the effects of personal property tax elimination on individuals with developmental disabilities.

Susie thanked the Board on behalf of People First for always standing behind them and empowering them to have their voices heard. People First members are attending Disability Rights days at the Capitol and tell their stories directly to Legislators. Susie says she is proud and grateful to live in St. Charles County because the Board and community accept her for who she is.

Susie shared with the Board that David Gould, People First of St. Charles County Member, has been named Mental Health Champion. Susie received the award last year. Susie believes these honors are a testament to the support given by the Board to individuals with developmental disabilities in our community.

**Public Comments and Announcements:**

None

**Finance Director's Report:**

Ginger Spallek's Finance Director Report included the following:

**Included Reports**

The following reports were included in the Board Packet: February Financials with variance explanations and February Bank Activity.

**Finance Department Projects**

- **FY2024 Agency Funding** – During February, Kathy Robb and Ginger worked closely together to review/approve the budget section of agency FY2024 funding applications. Kathy has done a great job orienting Ginger on the Board's focus and strategy during the funding cycle. Keri Riley and Joyce Eichelberger are also key members of the DDRB Funding Team and have helped greatly in training Ginger. Ginger has increased her ability to navigate the Alliance portal and better understand the DDRB/Alliance funding process.
- **FY2024 DDRB Budget** – Work is continuing on the FY2024 DDRB Budget. Ginger is working with the Leadership Team to fine-tune estimates on some of the larger expenses.

- **Follow-up on January 2023 DDRB Financial Statement Variance** – A question was raised last month regarding the significant variance between January 2023 Year-to-Date agency expense and January 2022 Year-to-Date expense. January 2023 expense exceeded the prior year by \$1.4 million. This was a timing difference as noted in the February monthly agency expense variance on the DDRB February 2023 financial statement (included in the Board packet).

**Bryon Hale motioned to accept the February 2023 Financial Statements as presented. Missy Fallert seconded the motion. Motion passed unanimously.**

### **Executive Director Report**

Peg Capo's Executive Director Report included the following:

### **Legislative Update**

Personal Property Tax Bills – The Senate Committee Substitute for Senate Bill 8 (Eigel) was scheduled to be heard in the Fiscal Oversight Committee on Thursday, March 9. The Committee was unable to get to the bill before breaking for Spring Break. If passed out of committee, the bill is likely to be approved by the full Senate quickly. It would then move to the House for consideration. The bill reduces the assessed valuation of personal property from 33% to 31% of its 'true value in money'. For vehicles/farm equipment, the valuation will be the MSRP of the vehicle/farm equipment for the year of manufacture of the vehicle/farm equipment. The value will be depreciated over 10 years. House Bill 713, which sets the depreciation of vehicles/farm equipment. The value will be depreciated over 10 years. House Bill 713, which sets the depreciation of vehicles/farm equipment at 15 years. This bill passed the House and has been forwarded to the Senate for approval.

This week, during House Budget Committee discussion with DMH staff, Director Val Huhn indicated that Governor Parson's budget request does not include any increase to provider rates. She indicated that increased pay may not fix the worker shortage, that providers needed to find solutions to provide services with less staff. There was some push-back from representatives on the committee. This is not the experience in St. Charles County. Residential providers are finding \$18-\$19/hour is helping them hire the staff they need to provide services.

### **MACDDS Alliance Presentation**

The Alliance Executive Directors were asked to provide an overview of the Alliance to our colleagues at MACDDS, which was included in the Board packet. There were good questions and information was shared with others that they can use in their regions to better measure impact of services and build on partnerships. It is rewarding to look back and reflect on what has been accomplished with the Alliance.

### **FY2024 DDRB Funding Cycle**

FY2024 agency applications are in and under review by Alliance Agency Relations and Finance Teams. The DDRB Kick-Off meeting is scheduled for March 30. At that time, applications will be available, along with a financial summary.

### **Case Management Director Report**

Laura Taylor's Case Management Director Report, included the following:

- The DDRB Case Management Program is currently serving 1,317 individuals. A delayed start date remains in place due to open positions. New intakes/referrals are on a waiting list to be assigned a Case Manager.

- A new Case Manager who will be joining the team on March 20. This leaves two remaining case management positions to be filled.
- The Missouri Mental Health Foundation announced their 2023 Mental Health Champions award recipients. David Gould, a long time DDRB customer, has been selected as a Mental Health Champion. David will be honored at the Mental Health Champions Banquet on May 9 in Jefferson City.
- The Division's new ConneXion system is expected to go live in July 2023. A general "walk through" of the system was provided last month. In-person training dates for our region have not yet been announced. The Case Management Billing Specialist is assisting with clarification needed on specific case management billing questions and analyzing how the conversion to the new system could change current processes.
- The Division announced the bid for provider review services was awarded to the Columbus Organization. The Division will be transferring 5 areas of review to the group, including the annual TCM Review.

### **Gateway Coalition Report**

Suzanne Yardley, Gateway Coalition President, reported the following:

January Meeting Presentation: Special Needs Trusts and ABLE Accounts – Todd Gentry, Certified Financial Advisor with Planify Group

#### **Reports:**

1. Legislative Committee: Disability Rights Legislative Day was a huge success. There was a great turn out from every corner of the state, including a strong showing from Coalition members.
2. Activities Committee: Registration for the DSP Conference is now open.
3. Governance Committee: The committee is working on By-Laws revisions, including membership types and related dues. The committee continues to seek nominations for board member position for the FY2024/FY2025 term.
4. Business:
  - a. The membership voted to increase membership dues by 15%.
  - b. The membership approved the FY2024 budget.
  - c. The membership will continue to hold in-person membership meetings quarterly. The next in-person meeting will be in June. A host for the meeting has not yet been determined.
  - d. Next Meeting: April 6, 8:30am via Zoom

### **Consent Agenda**

1. Minutes of Board Meeting – January 19, 2023
2. Minutes of Board Meeting – February 16, 2023
3. Minutes of Finance Committee – March 7, 2023
4. Minutes of Program Committee – March 2, 2023

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

### **Old Business:**

None

**New Business:**

**1. Adam Morgan Foundation Audit Request**

Adam Morgan Foundation is requesting a modified audit. In FY2022 the agency's funding increased requiring the agency to submit an audited unit cost report to be included with their annual audit. The agency has had difficulty locating a CPA firm that can complete their audit at a reasonable cost to the organization. Adam Morgan Foundation is requesting to complete an AUP (Agreed Upon Procedures) conducted by a CPA firm, rather than a complete audit. The Finance Committee recommended the request move forward with the following stipulations: 1) the approval is only for FY2022, and 2) the substitution of an AUP engagement for an audit will be viewed as a pilot for a small agency, with an assessment completed at the end of the AUP engagement.

**Dan Dozier motioned Adam Morgan Foundation's Audit Request as presented. Angie Rhodes seconded the motion. Motion passed unanimously.**

**2. FACT FY2023 Emergency Request**

Bryon Hale abstained from discussions and votes pertaining to FACT.

FACT is requesting emergency funding for two of their projects, Educational Advocacy and People First. The Educational Advocacy request is to increase their unit rate to \$76.53 based on their FY2022 audited unit cost and the 4% market rate adjustment awarded to the agencies in FY2023. This is the first year that Educational Advocacy has switched from a reimbursement to a purchase of service grant. The increase in unit rate is requested to be retroactive to July 1, 2022. The total increase in request for Educational Advocacy is \$107,545.00. The Finance Committee recommended funding FACT's Emergency Educational Advocacy Request.

**Angie Rhodes motioned to approve FACT's – Educational Advocacy Emergency Request for up to \$107,545.00 as presented and amend the FY2023 budget. Dan Dozier seconded the motion. Bryon Hale abstained. Motion passed unanimously.**

FACT is also requesting an additional \$17,000.00 for People First. The project is projected to overspend in FY2023. There are two reasons for the overspend for this project. One is the salary increase for the People First Advisor position. The other contributing factor is transportation costs for People First members. Many times, members cannot get to and from the meetings and events so FACT uses ITN or Uber to help with transportation for the participants. The Finance Committee recommended funding FACT's Emergency People First Request.

**Missy Fallert motioned to approve FACT's – People First Emergency Request for up to \$17,000.00 as presented and amend the FY2023 budget. Angie Rhodes seconded the motion. Bryon Hale abstained. Motion passed unanimously.**

**3. FY2023 New Service Request – BCI Transportation**

BCI presented a New Service Request for Transportation. BCI is requesting to start this new service before FY2024 because the level of need for families is so immense. The transportation service would provide reliable and on-going transportation to and from the Sheltered Workshop. BCI is requesting \$23,437.50 for the remaining of FY2023 to develop and coordinate the transportation service.

**Todd Gentry motioned to approve BCI's New Service Request – Transportation for up to \$23,437.50 as presented and amend FY2023 budget. Bryon Hale seconded the motion. Motion passed unanimously.**

**4. Potential Tax Liability**

Ginger Spallek presented the 2023 Preliminary Tax Rate of .1223 per \$100 assessed. The tax rate will be set in September 2023.

**Bryon Hale motioned to approve 2023 Preliminary Tax Rate at .1223 as presented. Todd Gentry seconded the motion. Motion passed unanimously.**

#### **Closed Session**

**Bryon Hale motioned to go into closed session, announcing the intent to discuss Property: (S.B. 2, Section 610.021 (2) RSMo), Legal: (S.B., Section 610.021 (1) RSMo), and Personnel (S.B., Section 610.021 (3) RSMo) as presented. Angie Rhodes seconded the motion. Motion passed unanimously. A roll call of members present was taken: Dan Dozier, yes; Bryon Hale, yes; Missy Fallert, yes; Todd Gentry, yes; Mike Mahoney, yes; Angie Rhodes, yes; and Connie Tan, yes.**

#### **Open Session**

**Bryon Hale motioned to end the closed session and return to open session. Missy Fallert seconded the motion. Motion passed unanimously. Roll call of the members present was taken: Dan Dozier, yes; Bryon Hale, yes; Missy Fallert, yes; Todd Gentry, yes; Mike Mahoney, yes; Angie Rhodes, yes; and Connie Tan, yes.**

#### **Adjournment**

**Bryon Hale motioned to adjourn. Angie Rhodes seconded the motion. Motion passed unanimously.**

Respectfully Submitted: *Nikki Rogers*