



St. Louis Office for Developmental Disability Resources  
Minutes of the Meeting of the Board of Directors  
Thursday May 9, 2019

**Board Members Present:**

William Siedhoff, Chairperson  
Cynthia Mueller, Secretary  
Dionne Flowers, Board Member  
Nina North-Murphy-Board Member

Patrick Brennan, Board Member  
Sherry Wibbenmeyer, Board Member  
David Weber, Board Member

**Board Members Absent:**

Ken Franklin, Vice Chairperson  
Michael Garvin, Board Member

**Staff Members Present:**

Shaelene Plank, Executive Director  
Ebony Young, Agency Relations Representative  
Jack Neyens, Financial Consultant  
Nathaniel (Nate) Head, Senior Agency Relations Representative  
Nathan Patton, IS Manager

Chrystal Griffin, Assistant Executive Director  
Shameika Williams, Executive Assistant  
Lisa Briggs, Controller  
Olivia Pruitt, HR Manager

**Guests who signed in:**

Sara Fulk, Sunnyhill  
Ray Halagera, Paraquad  
Jodi Woessner, Pathways to Independence  
Shanna Nieweg, HHDC  
Regina Cavanaugh, HHDC  
Pam Merkle, AADD

Kathy Farache, AADD  
Melanie Mills, ESMW  
Cathleen Horst, Project Inc.  
Corrie Petschonek, HHDC  
Mark Keeley, St. Louis Arc

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**I. Remarks from visitors**

There were no remarks from visitors.

**II. Call Meeting to Order**

William Siedhoff, Chairperson called the St. Louis Office for Developmental Disability Resources Board of Directors Meeting to order at 4:00pm.

**III. Introductions**

Introductions of the Board Members and guests were made.

**IV. Mission Moment**

Jodi Woessner, Executive Director of Pathways to Independence presented the progress of two programs at her agency. The Social Focus Program enables participants to choose their own socialization activities. The program emphasizes teaching the participants to plan and arrange activities they choose as independently as possible. This program has doubled in size over the last year. The Social College Program is one of the longest running at Pathways. This program focuses on skill development in a small setting with the goal of practicing these skills in the larger Social Focus Program. The program only had 6 participants. After revising the curriculum to include various socially relevant courses, the program saw a large increase in participants.

**V. Approval of Meeting Minutes**

William Siedhoff, Chairperson, ascertained a motion to approve the minutes from the last meeting of the Board of Directors and executive session on March 14, 2019 and the program committee meeting on April 11, 2019. David Weber, Board Member moved to accept the minutes as recorded and the motion was seconded by Dionne Flowers, Board Member. The motion passed unanimously.

**VI. Approval of Financial Report**

Lisa Briggs, Controller, presented the March financial statements. As of 3/31/19, we have received 6.4 million dollars of tax revenue to use in fiscal year 19/20 that starts July 1, 2019. Non-TCM revenue continues to be over budget due to TIF.

The agency headcount will increase by 2 TCM personnel, however, TCM revenue wages and benefits continue to be under budget because of current vacancies in department. Patrick Brennan, Treasurer moved to accept the financial report, Nina North-Murphy, Board Member seconded. The motion passed unanimously.

**VII. Committee Reports**

- a. **Finance:** Shaelene Plank reviewed the Restricted Capital Needs Fund policy regarding the sale of the buildings.
- b. **Program:**
  1. The program committee reviewed the following and submits for approval these recommendations:
    - Allow funded agencies to serve individuals under 6 years old
    - Waive the exclusion for individuals who need to access programs that are in a medical waiver group home, state funded home, or intermediate care facility
    - Allow for the funding of home modifications within the fiscal budget

David Weber, Board Member moved to approve the recommended changes to agency funding criteria presented by the program committee. The motion was seconded by Dionne Flowers. The motion passed unanimously.

2. The program committee recommends allocating a 3% cost of living adjustment to all agencies. The adjustment would not exceed their audited unit rate. David Weber moved to approve the 3% cost of living adjustment, Dionne Flowers seconded. The motion passed unanimously.
3. The program committee reviewed the proposed budget to fund agencies in the next fiscal year and is recommending approval from the Board of Directors. Patrick Brennan, Treasurer moved to approve the proposed funding budget of 5.4 million dollars for FY19/20. Dionne Flowers, seconded. The motion passed unanimously.

**VIII. Executive Director's Report**

1. The alignment and integration project has developed service categories and definitions, outcomes and indicators and aligned unit definitions. The members of the project continue to meet weekly. Illumilab will be asked to work with the SB40 boards in the creation of their customer facing documents after the alignment is complete.
2. The TCM department completed a successful technical assistance coordinator review.

**IX. Old Business**

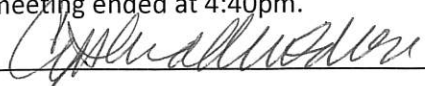
No old business.

**X. New Business**

1. The agency requests the authority to declare surplus items and dispose of unusable items by offering them to funded agencies, selling to staff members, selling to Warehouse of Fixtures, or donating items to Goodwill. All proceeds will be placed in the general revenue of the agency. David Weber moved to approve the request, Cynthia Mueller, Secretary seconded. The motion passed unanimously. David Weber asked that the board be apprised of how items are disseminated.

**XI. Announcements**

Dionne Flowers, Board Member moved to adjourn. Cynthia Mueller seconded. Vote all in favor, none opposed. The meeting ended at 4:40pm.

  
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Cynthia Mueller, Secretary

  
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Date Approved