



St. Louis Office for Developmental Disability Resources
Minutes of the Meeting of the Board of Directors
Thursday November 8, 2018

Board Members Present:

William Siedhoff, Chairperson
Ken Franklin, Vice Chairperson
Sherry Wibbenmeyer, Board Member
David Weber, Board Member

Patrick Brennan, Board Member
Cynthia Mueller, Secretary
Dionne Flowers, Board Member

Board Members Absent:

Mike Garvin, Board Member

Nina Murphy, Board Member

Staff Members Present:

Shaelene Plank, Executive Director
Ebony Young, Agency Relations Representative
Shameika Williams, Executive Assistant
Lisa Briggs, Controller
Nathaniel (Nate) Head, Senior Agency Relations Representative

Chrystal Griffin, Assistant Executive Director
Olivia Pruitt, Human Resource Manager
Jack Neyens, Financial Consultant
Nathan Patton, IS Manager
Rebecca (Becky) Black, TCM Supervisor

Guests who signed in:

Amanda Kehoe, Sunnyhill Inc.
Jamie Opsal, St. Louis Senior Fund
Jama Dodson, Mental Health Board
Sheila Suderwalla, Artists First
Don Kaufmann, PLB
Cathleen Horst, Project, Inc.
Julia Pickup, Epworth
Irla Holloran, Judevine
Shari Clay, UCP Heartland

Pamela Merkle, AADD
Kathy Farache, AADD
Kait Calys-Strohm, ESMW
Monica Edmonds, UCP Heartland
Mindy Davis, Recreation Council
Susan Fleming, Recreation Council
Claire Roper, St. Louis Arc
Karen Trower, Heartland Industries
Jodi Woessner, Pathways to Independence

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 4:04pm.

III. Introductions

Introductions of the Board Members and guests were made.

IV. Approval of Meeting Minutes

William Siedhoff, Chairperson, ascertained a motion to approve the minutes from the last meeting of the Board of Directors. It was moved by Cynthia Mueller, Secretary, and seconded by Dionne Flowers, Board Member. The motion passed unanimously. A second motion to approve the minutes from the Executive Session on September 28, 2018 was given by Cynthia Mueller, and seconded by Dionne Flowers. The motion passed unanimously. A third motion to approve the minutes from the Finance Committee on October 25, 2018 was given by Cynthia Mueller and seconded by Patrick Brennan. The motion passed unanimously. A fourth motion to approve the minute of from the Program Committee on October 30, 2018 was given by Cynthia Mueller, and seconded by Patrick Brennan. The motion passed unanimously.

V. Approval of Financial Report

Lisa Briggs, Controller presented the September financial statements. As of 9/30/18, we have received 7.1 million dollars of tax revenue. Staffing is still below budget. Non-TCM revenue continues to be over budget due to TIF. TCM revenue and wages and benefits continue to be under budget because of vacancies in the department. Agency funding is under budget. David Weber moved to approve the September financial report, Cynthia Mueller seconded. The motion passed unanimously.

1. Approval of Audit

David Weber moved to approve the audit prepared for DD Resources by Rubin Brown, Dionne Flowers seconded. The motion passed unanimously.

2. Approval of SB40 Alignment and Integration Project and Budget

Patrick Brennan moved to accept the budget and approve the SB40 alignment and integration project. Cynthia Mueller seconded. The motion passed unanimously.

VI. Executive Committee Report

In preparation for the agency's Commission on Accreditation of Rehabilitation Facilities survey, the succession plan for the executive director, corporate compliance plan, record retention and destruction policy have been revised. David Weber moved to approve the changes to all three documents. Sherry Wibbenmeyer, Board Member seconded. The motion passed unanimously.

VII. Nominating Committee Report

Ken Franklin, Vice Chairperson moved to approve the slate of officers recommended by the nominating committee. Cynthia Mueller seconded. The motion passed unanimously.

VIII. Program Committee Report

The program committee met on October 30, 2018. Cynthia Mueller reported the following items from the meeting.

1. Purpose of the Program Committee-to further define agency funding requests and changes, make recommendations to the full board, review funding applications during the regular funding cycle, give input for new programs.
2. The committee will give guidance and direction on projects that relate to funding agencies that provide services.
3. The committee is discontinuing the process of money following the person as explained in our funding manual as it is hard to monitor and was originally intended for residential services. The committee is proposing adding a budget line item of set aside funds to ensure individuals have access to services if they change providers. This is similar process to other SB40s.
4. The authority to modify awards was discussed as well as the funding guidelines for the next funding cycle.
5. The appeals process will be removed.

IX. Executive Director's Report

1. Shaelene gave an update on the progress of the SB40 Alignment Project.
2. We have internally filled the quality assurance position in preparation for our CARF survey.
3. DD Resources has a full board of directors, we will begin the strategic planning process. The Rome Group will assist the agency in completing strategic planning.
4. Shaelene gave updates on vacancies for committees.
5. The consumer appreciation party is December 6, 2018 at the Phyllis Wheatley Heritage Center.

X. Old Business-None

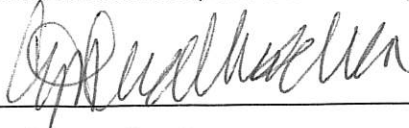
XI. New Business

DD Resources welcomes Patrick Brennan, David Weber, and Dionne Flowers to the Board of Directors.

XII. Announcements-None

XIII. Adjourned

David Weber, Board Member moved to close the public meeting and go into closed session for the purpose to engage in discussions regarding real estate and personnel matters as permitted by 610.021(1), RSMo. Dionne Flowers, Board Member seconded, and the motion passed unanimously. The meeting ended at 5:08pm.



Cynthia Mueller, Secretary

3/14/10

Date Approved