



St. Louis Office for Developmental Disability Resources  
Minutes of the Meeting of the Board of Directors  
June 14, 2018

**Board Members Present:**

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

Michael Garvin, Board Member  
Cynthia Mueller, Secretary

**Board Members Excused:**

**Staff Members Present:**

Shaelene Plank, Executive Director  
Shameika Williams, Executive Assistant  
Olivia Pruitt, Human Resource Manager  
Christina Rachell, Administrative Generalist  
Nathan Patton, IS Manager

Chrystal Griffin, Assistant Executive Director  
Ebony Young, Agency Relations Representative  
Lisa Briggs, Controller  
Jack Neyens, Financial Consultant  
James Hasty, Service Advocate Mentor

**Guests who signed in:**

Susan Fleming, Recreation Council  
Kait Calys-Strohm, EasterSeals  
Mark A. Keeley, St. Louis Arc  
Amanda Kehue, Sunnyhill  
Julia Pickup, Epworth  
Ray Halagera, Paraquad  
Jeanne Marshall, EasterSeals  
Monica Edmonds, UCP Heartland

Jodi Woessner, Pathways to Independence  
Pamela Merkle, AADD  
Kathy Farache, AADD  
Matthew Burrige, Project Inc  
Don Kauemann, PLB  
Stanford Cooper, House of Pais  
Sheila Suderwalla, Artists First  
Shawna Hodge, UCP Heartland

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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 4:06p.m.

**III. Introductions**

Introductions of the Board Members and guests were made.

**IV. The Mission Moment**

The mission moment was presented by Monica Edmonds of UCP Heartland's job retention program. Monica presented information on the Talent Connect program from UCP that trains individuals in the hotel and hospitality industries, and then employs them within that industry. In particular, Monica discussed the struggles of a program participant named Sharon. She was not supported by the primary agency to enter UCP's program. This agency was not optimistic that she would be a good candidate for the training program because of her past failures. UCP was a consistent advocate for Sharon and they were able to get her the tools she needed to enter the program. After a 12 week training program at the Marriott Hotel, Sharon graduated from the program, is now employed by the Marriott, and has been in retention services with UCP Heartland for 6 months. The Marriott is very pleased to have her as an employee.

**V. 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 Ken Franklin, Vice Chairperson, and seconded by Sherry Wibbenmeyer, Board Member. The motion passed unanimously. A second motion to approve the minutes from the Executive Committee meeting on May 16, 2018 was given by Ken Franklin, and seconded by Cynthia Mueller. The motion passed unanimously. A third motion to approve the minutes from the Executive Session on May 10, 2018 was given by Cynthia Mueller and seconded by Ken Franklin. The motion passed unanimously.

**VI. Approval of Financial Report (Committee Reports)**

Lisa Briggs, Controller, presented the April financial statements. As of 4/30/2018, we have received 6.5 million dollars of tax revenue to use in fiscal year 2018/2019 that starts July 1, 2018. 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. Cynthia Mueller moved to approve the April financial report, Sherry Wibbenmeyer seconded. The motion passed unanimously.

**VII. Executive Committee Report**

1. A motion to approve the agency budget presented by the Executive Committee was given by Ken Franklin and seconded by Michael Garvin. The motion passed unanimously.
2. A motion to approve the revised personnel handbook was given by Ken Franklin and seconded by Sherry Wibbenmeyer. The motion passed unanimously.

**VIII. Executive Director's Report**

1. We are moving forward with SetWorks as our new database for Targeted Case Management. We are in the initial stages of the migration to it.
2. It was recommended at the April 3, 2018 committee meeting to discontinue our CARF accreditation for several reasons. After Shaelene visited the last MACDDS meeting and gathered information about potential upcoming changes with managed care in Missouri she is more inclined we continue to maintain accreditation.
3. The I/DD helpline has experienced a delay in the launch of the program but is still anticipating release later in the month of June.
4. We are still in contract negotiations with the buyer of the building at 2219-2229 Pine Street. There are no contracts on the 2334 Olive and 2345 Pine buildings.
5. DD resources staff participated in an agency wide team building hosted by NSC. It went well and we have already begun to address issues identified during the session.

**IX. Old Business**

No old business.

**X. New Business**

No new business.

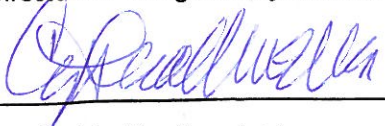
**XI. Announcements**


1. Ken Franklin announced Metro St. Louis will be evaluating how they can better assist individuals with intellectual and developmental disabilities. They will not be removing current bus routes as some individuals had assumed. In the future, there will be health screenings and food demonstrations at various MetroBus stops.
2. William Siedhoff announced updates with the Senior Service Fund. They received 25 applications and will be distributing 2.1 million dollars to assist various agencies to improve resources for seniors.

**XII. Adjourned**

Ken Franklin, Vice Chairperson moved to close the public meeting and go into closed session for the purpose to engage in discussions regarding real estate matters as permitted by 610.021(1), RSMo. Sherry Wibbenmeyer seconded and the motion passed unanimously.

Roll call was taken as follows, in favor of the motion: William Siedhoff, yes. Ken Franklin, yes, Cynthia Mueller, yes, Sherry Wibbenmeyer, yes. Michael Garvin, yes. The St. Louis Office for Developmental Disability Resources Board of Directors Meeting was adjourned at 4:34p.m.

  
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Cynthia Mueller, Secretary

  
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Date Approved