



St. Louis Office for Developmental Disability Resources
Minutes of the Program Committee
September 2, 2021

Board Members Present:

Cynthia Mueller, Committee Chairperson
Nina North-Murphy

Sherry Wibbenmeyer

Board Members Absent:

William (Bill) Siedhoff

Staff Members Present:

Shaelene Plank, Executive Director
Nate (Nathaniel) Head, Sr. Agency Relations Representative
Lisa Briggs, Controller

Ebony Young, Agency Relations Representative
Rachel Shapiro, Executive Assistant
Samantha Montgomery, Director of Service Coordination

Guests Present:

Julia Schaffner, St. Louis ARC
Stephanie Scott, St. Louis ARC

Gabrielle Szarek, St. Louis ARC

The meeting was called to order by Cynthia Mueller at 4:00 pm.

Introductions:

1. Review of funding requests for new agencies/programs
 - a. Received sixteen proposals in the amount of \$766,340. Staff recommending funding for 7 projects for total of \$296,451 (\$61,000 over our budget amount of \$235,800). There are a few adjustments that can bring us closer to our target. There were some great proposals, but we had to narrow it down to those we believe would have the greatest impact for the amount budgeted. Looked at projected number served, overall value added to individuals, families, and the community, as well as the current mix of services. Recommendations would add two new agencies to the City and five new services to our portfolio. Projects we are recommending can support up to 200 individuals and families.
 - b. Question/Concern about St. Louis ARC's NextEd program: This is a pre-ISLA program. Services are time-limited and include simulated environment. For independent living skills, are simulations effective? Gabrielle Szarek with the St. Louis ARC addressed that question. They have a combination of simulation and real-life applied practice within the program. Using new technology initiatives for that skill acquisition. Use virtual reality videos for training but in addition also has designated applied practice weeks (at a local Airbnb house). Just used it for a smaller version of this experience (in their summer program). Utilizes technology, eBooks and portfolios first. Then they spend time at an Airbnb putting the skills into action. E.g., They will show a virtual reality video of cooking segment. The videos look like you are in a kitchen. It walks you through the recipe, and directly after, the individuals cooked the same recipe. The participants said the virtual reality helped understand. Combination of VR and real action really resonated with the young adults. Simulations include kitchen safety. At the Airbnb the introductory activity was to note hazards. The group offered the owners suggestions of alternatives (e.g., safer knives, adaptive cooking utensils, safety scissors). Safety in the community was also discussed.
 - c. Nate reviewed the highlights of the remaining programs. Bridges – Skill System development curriculum for ISLA programs (would increase emotional regulation skills for success in reaching their goals). Pilot

program. Benefits ISLA and those in transition, and those receiving employment services. Categorizing as counseling. Would be our 1st counseling service. We need to ensure therapists they use have proper training in DBT. Has potential to be very helpful but want to make sure we get results we will pay for. They will have some counseling-based outcomes they will measure.


- d. Mercy – Currently have a supported employment service in-house at Mercy hospital for employees. They offer their job coaches competitive pay and benefits. Increased efficiencies allow them to provide at a discounted rate. Request came through last fiscal year when funds were not available. Funds are now available, and we support the request. The other three boards accepted this request. Upon approval would support three individuals and can support more. Would be new agency to DD Resources.
- e. Southside Wellness – Received MODOT’s 5310 grant to purchase new vehicle. Grant contingent on 20% local match. That is what we would fund. This is 2nd request from them for this (we supported it in 2019). In past used SB3 transportation funding. Southside is our largest sheltered workshop transportation provider.
- f. St. Louis ARC Capable Kids and Families – Uses evidence-based strategies for parents caring for kids. Not new to St. Louis ARC but is new to us. Project 42 individuals will be served. Would bring another family support program to the City. Focuses on children 0-6 age range. Partners with schools, First Steps, and have proven community outreach practices. Would diversify our portfolio – early intervention. Location at Delmar Divine. Some similarities to Parents as Teachers. Difference – provide links to support groups. Julia Schaffner spoke to issue of partnering. They do partner with Parents as Teachers. Depends on level of need for the family. They do referrals to Parents as Teachers programs in the areas. They also reciprocate with the idea that the model has the same philosophy as St. Louis ARC (the family is the child’s teacher, therapist in the home). St Louis ARC comes in when the family has a need of equipment and resources that are more costly. They also link families to resources to the wider disability community.
- g. UCP Heartland – Request to provide one-to-one behavior therapy service for autism. Will be provided in partnership with SLU’s Center for Autism Services and Knights of Columbus. There are diagnostic services in the City, but few behavior therapy provider services in the City. SLU will be the diagnostic site and UCP will be the behavior therapy provider. UCP successfully opened an autism center in Columbia and would like to do the same in the City. We support their efforts in establishing a site in the City. Will serve ages of 18 months – 18 years.
- h. Gateway Human Trafficking requested from the Alliance – community awareness campaign of human trafficking of individuals with DD. Campaign would educate on what to look for, how to help individuals, and how to stop it. Total request to alliance is \$20K. All recommending to split (except PLB will cover \$15K). 5,000-10,000 individuals (refers to the social media reach).
- i. St. Louis ARC NextEd – discussed earlier, see above.
- j. We are making a recommendation a little over our budget. Lisa explained: This fiscal year we purposely planned a negative budget because if agencies underspent by 4%, we would have a zero balance. 4% is very conservative. This year it was more like 8-10%. We have room in the budget. We are in a good financial position now that an extra \$60,000 would be a good step to getting to a zero balance this year. We do not want to keep growing our balance. Want to stay steady and use the funds for services. Nate and Ebony have done a good job going through options.
- k. **Nina North-Murphy moved to accept all as recommended by staff. Sherry Wibbenmeyer seconded the motion. All in favor. None opposed. Motion passed.**

- I. Question about those we did not fund. How was that decided? Looking at the biggest needs in the City and expanding DD Resources' portfolio. Total for requests: \$766,340. Didn't fund: \$400,000. The ones who did not get funding are a mixture of new programs and existing needing additional funds (extension of program). They are not necessarily in need of our funding. Some programs are already provided in St. Louis County. Some are getting other funding. Some we felt that we are already providing funding for. Wanted to branch out to other areas / ages, etc.
 - m. ABA program discussion. UCP's added benefit was to have a site in the City that would have a connection to other services. UCP had nowhere to send people when they first came in. SLU has a site and would have access to other services provided by them. Question about evidence-based virtual training. ABA works well in person. May be difficult to do virtually. May be something we should investigate. Other boards are funding it this next year. We will have the opportunity to see how it goes for them. This is not straight ABA therapy. It is the parent training. Focused on equipping the parents (like ESMW family support program).
2. Update on individual assistance fund
 - a. \$100K was reallocated by the Board to agencies. Each received a little over \$3,000. Twenty-two agencies accessed the funding. Invoiced a total of \$52,000. Individuals were supported in the following areas: access to food, health care items, housing, transportation, rent assistance, technology, internet access. Discussed that our guidelines spelled out that expectation is agencies do their due diligence to explore other community resources first before accessing these funds. Eight agencies said they did not need it. Agencies submitted how they determined how individuals got the support. Did appear they were doing their part to explore other resources. It is our responsibilities as stewards that we make sure we don't develop a dependence that shouldn't be there. IDD has right to supports that are available to everyone. If we take that place, may think people with DD don't need it. We did not require them to submit proof (resources they reached out to), but we can ask for that during monitoring visits.
 3. Eastern Region Alliance updates
 - a. We are currently reviewing partner funding manual. Recommended revisions are tweaking wording, making grammatical improvements, mainly to improve the message. No major changes. Hope to finalize before next funding cycle. Does not look like will be major changes.
 - b. Completed some project visits with our agencies. Some in person. Impressed to see how agencies have adjusted their delivery methods. Have seen a few bobbles with the technology but prompted us to follow up with the agency for feedback on how to fix it or determine if it was a one-time occurrence.
 - c. Alliance is working with Illumilab to approve process procedures with partner review meetings which will start in October. They are also helping us develop an evaluation plan for the Alliance. We have collected some output data from FY21. We are seeing that Covid impacted the data. First time agencies have had to measure and report on these outcomes. This year is a baseline. Working with Illumilab to review and process the best way to use it.
 4. TCM TAC audit final report
 - a. We had our TAC audit May 10-14 of 2021. Went over summary and resolutions.
 - b. Audit went very well, especially with Service Advocates having to provide services through a pandemic.
 - c. Highlights: 15/15 files had services delivered according to the ISP. Any changes or adjustments were made by the consumer. Everyone received rights info. 3/3 files reviewed had a due process (rights restriction), and we took steps to make sure those restrictions went through due process. Tried to resolve and pull back some of those restrictions so people can live more independently in the least restrictive environment. All CIMOR info updated. All retrained on abuse and neglect. LOCs were

completed on time. Two new SAs had all required training on time. Lots of nice comments from TAC. Courteous, organized, information in on time. Satisfaction surveys out on time - 90% satisfaction result. Only four items needed follow up. Submitted resolutions for all four. Put together policy on ISP timelines. Developed form in Setworks as a reminder to complete report about any findings regarding delivery of services. Language – retrained on case noting and billing to ensure it is billable. Agreed to do a quarterly TAC meeting. We were the only SB40 board that agreed to do it. 1st meeting was August 13th (We found it helpful because it allows us to ask any questions about policies and procedures before we have any TAC audits – mitigate any issues).

- d. Cindy is proud that we did this well during a pandemic and asked us to let staff know she is so proud.
5. Agency success stories
- a. Ebony shared several client success stories that agencies have submitted. Call for motion to adjourn –

Nina North-Murphy moved to close the meeting. Sherry Wibbenmeyer seconded the motion, and the meeting was closed at 5:17pm.

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Cynthia Mueller, Secretary

9/30/2021
Date Approved