

**PRODUCTIVE LIVING BOARD  
MEETING MINUTES**

St. Louis County Library Headquarters  
Auditorium  
1640 South Lindbergh Blvd.  
St. Louis, MO 63131

**March 12, 2007**

**BOARD MEMBERS PRESENT:**

Timothy R. Barrett, Chairman  
Eugene H. Fahrenkrog, Immediate Past Chairman  
David L. Ruecker, Secretary  
Marsha J. Bonds, Treasurer  
Ralph Berberian  
Sarijane M. Freiman

**BOARD MEMBERS ABSENT:**

Dennis J. Buhr, Vice Chairman  
Deborah Bentele  
Cary Hammond

**STAFF MEMBERS PRESENT:**

Joyce Prage, CPA, Executive Director  
Jeffrey Bassin  
Brian Bond  
Glen Goldstein  
Marilyn Nenner  
Dennis Yarbrough

**GUESTS PRESENT: (See attached)**

A quorum was present and due notice had been published. Mr. Barrett called the meeting to order at approximately 4:00 p.m.

**Executive Director's Report**

Ms. Prage updated the Board on the following activities:

**Agency Announcements**

Family Support Network recently received a three-year accreditation by the Council on Accreditation (COA), a national organization that accredits both public and private agencies serving children and families.

People First of St. Louis, a local chapter of self-advocates, has received a Certificate of Incorporation as a Missouri non-profit. The People First of Missouri State Conference will be held in St. Louis on April 27-29, 2007 at the Frontenac Hilton.

### **2007 Legislative Session – Recent Activity**

Durable Medical Equipment (DME) – A federal judge has ordered that Medicaid coverage that was cut by the state in 2005 for medical equipment be restored, at least temporarily. The state has several options in response to this order: eliminate DME entirely as an optional service under the state's Medicaid plan; appeal the case; or continue to cover DME for all Medicaid recipients. Anyone that needs these services should apply for funding immediately.

SB 621 – *Changes the name of the Division of Mental Retardation and Developmental Disabilities to the Division of Developmental Disabilities*

SB 577 – *Missouri Health Improvement Act of 2007*

### **Department of Mental Health, Division of MRDD Budget**

Hearings on the Department of Mental Health budget are in process. At this point, the proposed budget does not include any rate increase for in-home direct care staff for MRDD providers or any funds for caseload growth to reduce the waiting list.

### **Open Forum for Comments from the Public**

Ms. Kavitha Kareti provided information about Catch a Falling Star, a new organization that provides day, after-school and weekend programs for children with developmental disabilities ages 2 to 14.

Mr. Steve Frank, retired Executive Director of Valley Industries, read a statement regarding PLB funding of personal care attendants at the sheltered workshops.

Mr. Charles Schneider, Board Member of W.A.C. Industries, thanked the PLB for its cooperation and patience with W.A.C.'s proposed expansion project.

### **Secretary's Report**

**Mr. Ruecker moved that the Board approve the February 12, 2007 Productive Living Board Meeting Minutes.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

**Mr. Ruecker moved that the Board approve the February 12, 2007 Executive Session of the Productive Living Board Meeting Minutes.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

### **Treasurer's Report**

**Ms. Bonds moved that the Board approve the Treasurer's Report as presented.**

**Mr. Ruecker seconded the motion and the motion passed unanimously.**

### Chairman's Report

Mr. Barrett expressed the Board's appreciation and recognized several agencies funded by the PLB that have recently responded to the need to assure continuation of services to consumers with developmental disabilities.

- In November 2006, Project Inc. notified the PLB that they were discontinuing their supported employment program in which twenty-one St. Louis County residents participated. These consumers who need ongoing services have been transferred to the following providers with no interruption in service:
  - Center for Head Injury Services
  - JESS
  - Life Skills
  - MERS/Missouri Goodwill
  - St. Louis Arc
  - United Cerebral Palsy
- The YMCA has discontinued their summer program for teens with significant support needs. In order to provide appropriate programs for these individuals, Easter Seals has expanded their summer program to support eight individuals, and Life Skills has added a fourth site to their Summer Adventure Club to be located in North County to support eleven individuals.

### Standing Committee Reports

#### Administration Committee – David L. Ruecker

#### Board Action Items:

1. Missouri Elderly and Handicapped Transportation Assistance Program (MEHTAP) Application for July 1, 2007 to June 30, 2008

**Mr. Ruecker moved that the Board approve the resolution as follows for the application to the Missouri Department of Transportation for MEHTAP funds in the amount of \$192,162:**

**“That the Chairperson is authorized to execute the Agreement(s) on behalf of the Productive Living Board for St. Louis County Citizens with Developmental Disabilities with the Missouri Highways and Transportation Commission for financial assistance through the Missouri Elderly and Handicapped Transportation Assistance Program for the fiscal year July 1, 2007 through June 30, 2008.”**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

2. Rainbow Village Properties, Inc. (PLB Loan #'s 1017/75, 1023/75, 1046/75, and 1056/75) – FY'07 Annual Loan Payments on Four Former MOD Properties

**Mr. Ruecker moved that the Board approve that Rainbow Village Properties, Inc.'s 2006 Earnings Before Depreciation for the four former MOD properties be applied on a weighted-average calculation to the outstanding loan balances as follows:**

<u>2325 Cherry Lane</u>	<u>PLB Loan # 1017/75</u>	<u>\$ 241.82</u>
<u>2426 Verona</u>	<u>PLB Loan # 1023/75</u>	<u>\$ 2,437.31</u>
<u>9494 Rosebay</u>	<u>PLB Loan # 1046/75</u>	<u>\$ 493.76</u>
<u>7 Cool Meadow</u>	<u>PLB Loan # 1056/75</u>	<u>\$ 454.85</u>

**The unpaid portion shall remain part of the outstanding loan balance with a one-year extension of the Maturity Date in accordance with the Modification Agreements.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

3. Requests for Waiver of Agency Insurance Coverage Requirements for FY'08

**Mr. Ruecker moved that the Board approve the attached requests for waiver of certain agency insurance requirements for:**

- Adapt-Ability
- Epilepsy Foundation
- Jamestown New Horizons
- St. Louis Community College
- St. Louis Crisis Nursery
- Therapeutic Horsemanship

**Ms. Freiman seconded the motion and the motion passed unanimously.**

4. Document Technician – Job Description and Salary Range

**Mr. Ruecker moved that the Board approve the attached job description and salary range for the newly-created staff position of Document Technician.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

**Residential Services Committee – *David L. Ruecker, Chairman***

**Board Action Items:**

1. Rainbow Village Properties, Inc – Request for Down Payment Assistance  
1228 -1230 Dautel Lane -- (PLB Project #1282/10)

**Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1282/10, for residential down payment assistance for the construction of 1228-1230 Dautel Lane for up to six St. Louis County consumers at \$15,000 per consumer for a total amount not to exceed \$90,000 from the PLB Housing Set-Aside Fund for the period of March 12, 2007 through December 31, 2007 with the following contingencies:**

- **Prior to the release of PLB funds, the Agency shall provide the PLB with written information regarding the proposed residents and written commitment for support funding in the form of DMH/St. Louis Regional Center "Service Authorization" for each St. Louis County consumer.**
- **Agency shall provide assurances that the property meets applicable standards of the Missouri Department of Mental Health and local ordinances.**
- **In the event that the Agency sells, trades, or ceases to use the property for the purpose represented in this project, all or part of PLB funds disbursed under this project shall be repaid to the PLB. The amount of funds to be repaid to the PLB will be calculated as follows: total amount disbursed for the property less 1/5 per year for each year the property is used for the purpose represented in this project.**

- **All policies regarding down payment assistance apply.**
- **Prior to the release of PLB funds, the Agency shall provide to the PLB evidence of compliance and all required documentation as outlined in the PLB Funding Manual, Section II.C. ELIGIBILITY REQUIREMENTS.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

2. Rainbow Village Properties, Inc. – Request for Renovations – 3370 Hermoso – (PLB Project #1283/45)

**Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1283/45, for renovations/repairs at 3370 Hermoso in an amount not to exceed \$5,322 from PLB Housing Development Set-Aside Fund for the period of March 12, 2007 through June 30, 2007 with the following contingencies:**

- **All PLB policies regarding renovation and equipment shall apply.**
- **A third bid is required for this project.**
- **Partial lien waivers shall be obtained for all materials and services as invoiced with a final lien waiver upon final invoicing.**
- **Prior to the release of PLB funds, the Agency shall provide to the PLB evidence of compliance and all required documentation as outlined in the PLB Funding Manual, Section II.C. ELIGIBILITY REQUIREMENTS.**

**Ms. Bonds seconded the motion and the motion passed unanimously.**

3. Rainbow Village Properties, Inc. – Request for Renovations – 2325 Cherry Lane – (PLB Project #1284/45)

**Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1284/45, for renovations/repairs at 2325 Cherry Lane in an amount not to exceed \$3,753 from the PLB Housing Development Set-Aside Fund for the period of March 12, 2007 through April 30, 2007 with the following contingencies:**

- **All PLB policies regarding renovation and equipment shall apply.**
- **Partial lien waivers shall be obtained for all materials and services as invoiced with a final lien waiver upon final invoicing.**
- **Prior to the release of PLB funds, the Agency shall provide to the PLB evidence of compliance and all required documentation as outlined in the PLB Funding Manual, Section II.C. ELIGIBILITY REQUIREMENTS.**

**Ms. Bonds seconded the motion and the motion passed unanimously.**

4. Rainbow Village Properties, Inc. – Request for Renovations – 12057 Wesmeade – (PLB Project #1285/45)

**Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project # 1285/45, for renovations/repairs at 12057 Wesmeade in an amount not to exceed \$2,950 from the PLB Housing Development Set-Aside Fund for the period of March 12, 2007 through May 31, 2007 with the following contingencies:**

- **All PLB policies regarding renovation and equipment shall apply.**
- **Partial lien waivers shall be obtained for all materials and services as invoiced with a final lien waiver upon final invoicing.**
- **Prior to the release of PLB funds, the Agency shall provide to the PLB evidence of compliance and all required documentation as outlined in the PLB Funding Manual, Section II.C. ELIGIBILITY REQUIREMENTS.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

5. Easter Seals – Request for PLB funds for FY'07 for Summer Day Camp program --  
(PLB Project #6064/10)

**Mr. Ruecker moved that the Board approve 1,280 units of service at a unit cost of \$10.12 per hour for an amount not to exceed \$12,954 to Easter Seals, PLB Project #6064/10, from the Discretionary Fund for the period June 1, 2007 through June 30, 2007.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

6. Easter Seals – Request for PLB funds for FY'08 Summer Day Camp program --  
(PLB Project #6064/10)

**Mr. Ruecker moved that the Board approve 3,840 units of service at a unit cost of \$10.12 per hour for an amount not to exceed \$38,861 to Easter Seals, PLB Project #6064/10, from the Discretionary Fund for the period July 1, 2007 through June 30, 2008.**

**Ms. Bonds seconded the motion and the motion passed unanimously.**

7. Life Skills – Request for PLB funds for FY '07 Summer Adventure Club program expansion --  
(PLB Project #6050/13)

**Mr. Ruecker moved that the Board approve 188 units of service at a unit cost of \$111.81 per day for an amount not to exceed \$21,021 to Life Skills, PLB Project #6050/13, from the Discretionary Fund for the period June 1, 2007 through June 30, 2007.**

**Ms. Bonds seconded the motion and the motion passed unanimously.**

8. Life Skills – Request for PLB funds for FY'08 Summer Adventure Club program expansion --  
(PLB Project #6050/13)

**Mr. Ruecker moved that the Board approve 468 units of service at a unit cost of \$111.81 per day for an amount not to exceed \$52,328 to Life Skills, PLB Project #6050/13, from the Discretionary Fund for the period July 1, 2007 through June 30, 2008.**

**Mr. Berberian seconded the motion and the motion passed unanimously.**

9. Life Skills – Request for FY'07 and FY'08 Rate Adjustments – (PLB Project #6050/10/11/12)

**Mr. Ruecker moved that the Board approve an additional FY'07 appropriation for Life Skills, PLB Project #6050/10/11/12, in the amount of \$27,631, and increase the unit cost from \$68.16 to \$111.81, from the Discretionary Fund for a total amount not to exceed \$123,328 for the period June 1, 2007 through June 30, 2007.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

**Mr. Ruecker moved that the Board approve an additional FY'08 appropriation for Life Skills, PLB Project #6050/10/11/12, in the amount of \$54,586, and increase the unit cost from \$72.93 to \$111.81, from the Discretionary Fund for a total amount not to exceed \$156,982 for the period July 1, 2007 through June 30, 2008.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

#### Vocational Services Committee – Sarijane M. Freiman

##### **Board Action Items:**

1. Center for Head Injury Services – Request for Additional Units – (PLB Project #3072/10)

**Ms. Freiman moved that the Board approve an additional appropriation for Center for Head Injury Services, PLB Project #3072/10, in the amount of \$4,657 (136 units at \$34.24) from the Discretionary Fund for a total amount not to exceed \$12,567 (367units at \$34.24) to provide supported employment for three consumers previously supported by Project, Inc. for the period of February 1, 2007 through June 30, 2007.**

**Mr. Ruecker seconded the motion and the motion passed unanimously.**

2. St. Louis Arc – Request for Additional Units – (PLB Project #3004/10)

**Ms. Freiman moved that the Board approve an additional appropriation for St. Louis Arc, PLB Project #3004/10, in the amount of \$275 (8 units at \$34.31) from the Discretionary Fund for a total amount not to exceed \$45,976 (1,340 units at \$34.31) to provide supported employment for one consumer previously supported by Project, Inc. for the period of February 1, 2007 through June 30, 2007.**

**Ms. Bonds seconded the motion and the motion passed unanimously.**

3. United Cerebral Palsy – Request for Additional Units – (PLB Project #3011/10)

**Ms. Freiman moved that the Board approve an additional appropriation for United Cerebral Palsy, PLB Project #3011/10, in the amount of \$5,067 (137 units at \$36.99) from the Discretionary Fund for a total amount not to exceed \$52,859 (1,429 units at \$36.99) to provide supported employment for three consumers previously supported by Project, Inc. for the period February 1, 2007 through June 30, 2007.**

**Mr. Ruecker seconded the motion and the motion passed unanimously.**

### **Unfinished Business**

There was no unfinished business to discuss.

### **New Business**

1. OATS, Inc. – Request for Additional Vehicle Acquisition Funds – (PLB Project #5047/55)

**Mr. Barrett moved that the Board approve an additional appropriation of \$6,200 for OATS, Inc., PLB Project #5047/55, for reimbursement of vehicle acquisition as identified with the FY'05 application, from the Set-Aside Fund for the period of March 12, 2007 through June 30, 2007.**

**Ms. Freiman seconded the motion and the motion passed unanimously.**

There being no further business before the Board, the meeting adjourned at approximately 4:45 p.m.

Respectfully submitted,

---

David L. Ruecker, Secretary

As recorded by Marilyn Nenninger, Executive Administrative Assistant

**Guests Present**

Kavitha Kareti  
Louise Reeves  
Robert Libera  
Fred Wark  
Laura Perkins  
Cynthia Whitley  
Becky Greening  
Wendy Buehler  
Mark Keeley  
Sue Petersen  
Dee Froneyberger  
Charles Schneider  
Pamela Merkle

Kathy Farache

Steve Frank  
Carol Simms  
Noel Simms

Catch a Falling Star  
JESS  
Lafayette Industries  
Lafayette Industries  
Judevine Center for Autism  
Life Skills  
Life Skills  
Life Skills  
St. Louis Arc  
Project, Inc.  
W.A.C. Industries  
W.A.C. Industries  
Association on Aging with  
Developmental Disabilities  
Association on Aging with  
Developmental Disabilities  
Valley Industries  
Valley Industries  
Rainbow Village