

**PRODUCTIVE LIVING BOARD**

**MEETING MINUTES**

**Monday, June 9, 2008**

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

**BOARD MEMBERS PRESENT:**

Dennis J. Buhr, Board Chairman  
Marsha J. Bonds, Vice Chairperson  
David L. Ruecker, Treasurer  
Timothy R. Barrett, Immediate Past Chairman  
Debbie Bentele  
Sarijane M. Freiman  
Cary Hammond  
Darlene Sredl

**BOARD MEMBER ABSENT:**

Eugene H. Fahrenkrog, Secretary

**STAFF MEMBERS PRESENT:**

Joyce Prage, CPA, Executive Director  
Brian Bond  
Glen Goldstein  
Marilyn Nenninger  
Shawn Thomason  
Dennis Yarbrough

**INVITED GUEST:**

Dr. John C. Cary, Superintendent, Special School District of St. Louis County

**GUESTS PRESENT: (See attached)**

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

**Executive Director's Report:**

Legislative Update

The following bills were delivered to the Governor:

SB 768 Creates the MO Commission on Autism Spectrum Disorders to advise and make recommendations to the Governor, General Assembly and state agencies.

SB 1081 Modifies provisions regarding quality assurance and safety in the Division of MR/DD Community Programs.

SB 711 Mandates tax rate roll-backs by all political subdivisions in reassessment years.

Staff Changes

Carol Simms, Executive Director of Valley Industries is retiring effective July 13, 2008. Jim Guyre will replace Carol as Executive Director.

Mary Davies has accepted the position of Assistant Director at JESS.

Barbara Searight, Ph.D., Executive Director of the St. Louis Office of Developmental Disability Resources has resigned effective June 30, 2008. Michelle Darden has been selected to replace Barbara.

Anita Contreras, Regional Director for St. Louis North will be moving to a new role as District Administrator of the Eastern District that includes St. Louis North, St. Louis South and Hannibal effective July 1, 2008. Suellen White has been appointed the Regional Director for St. Louis North (St. Louis County).

DMH FY'09 Budget

The DMH budget has been delivered to the Governor.

New Decision Items Recommended

Specialized Autism Services	\$ 7.4
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Items Not Recommended

MRDD Waitlist	\$12.3
Community Partnership Service Coordination	\$ 4.5

Items in Conference

Community Provider Inflation Increase Recommendations

Governor 1%; House 3%; Senate 2%.

We will report on the final FY'09 budget after it has been approved.

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

No comments were made.

**Secretary's Report:**

**Ms. Freiman moved that the Board approve the Monday, May 12, 2008 Productive Living Board Meeting Minutes.**

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

**Ms. Freiman moved that the Board approve the Tuesday, May 20, 2008 Special Meeting Minutes of the Productive Living Board.**

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

**Treasurer's Report:**

Mr. Ruecker provided the Treasurer's Report for the month of May, 2008.

**Mr. Ruecker moved that the Board approve the Treasurer's Report as presented.**

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

**Chairman's Report:**

Mr. Buhr introduced Dr. John C. Cary, Superintendent, Special School District of St. Louis County. Dr. Cary shared a few comments on SSD's focus on improving their transition program and their desire to collaborate with other entities such as the Productive Living Board.

**Standing Committee Reports:**

**Administration Committee:**

**Board Action Items:**

2008 Tax Rates

**Mr. Ruecker moved that the Board approve the 2008 tax rates.**

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

PLB Personnel Policies

**Ms. Sredl moved that the Board approve the revised sections of the PLB Personnel Policies as presented.**

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

PLB Public Relations Plan for FY'09

**Mr. Ruecker moved that the Board approve the revised PLB Public Relations Plan for FY'09 as presented.**

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

**Residential Services Committee:**

**Board Action Items:**

Rainbow Village Properties, Inc. – Request for Down Payment Assistance for 14735 Faon Ct. – (PLB Project #1294/10)

**Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1294/10, for residential down payment assistance to purchase the residence at 14735 Faon Ct. for up to three St. Louis County consumers at \$13,500 per consumer, for a total amount not to exceed 30% of the lesser of the purchase price of the property or the appraised value of the property, from the PLB Housing Development Fund for the period of June 9, 2008 through August 31, 2008, with the following contingencies:**

- **Prior to the release of PLB funds, the Agency shall provide the PLB with a copy of the independent appraisal report.**
- **Prior to the release of PLB funds and occupancy by the consumers, the Agency shall provide evidence that the electric service panel has been replaced by a qualified licensed electrician, and that all electrical issues identified as Action Items in the home inspection report from May 25, 2008 have been resolved.**
- **Prior to the release of PLB funds, the Agency shall provide the PLB with written information regarding the proposed residents and written commitment for funding support in the form of DMH/St. Louis Regional Center "Service Authorization" for each St. Louis County consumer.**
- **Prior to the release of funds, the Agency shall provide assurances that 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 shall apply.**

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

Adapt-Ability, Inc. – Request for Use of Equipment Funds – (PLB Project #8009/14)

**Mr. Ruecker moved that the Board deny the request from Adapt-Ability, Inc. to utilize \$1,135 from Project #8009/14 – Equipment for a "hug box" because it does not meet the definition of adaptive equipment.**

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

Vocational Services Committee:

**Board Action Items:**

Sheltered Workshop Building and Equipment Funds Transfer Request

**Mr. Hammond moved that the Board approve the request from Valley Industries to transfer 25% of its FY'09 Building and Equipment Fund, from PLB Project #3102/10, to their FY'09 Operations Fund, PLB Project #3054/12, in the amount of \$48,801.**

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

Base Level of Access – FY'09 Vocational Services Projects  
Recommendations for Previously Deferred FY'09 Pre-Employment Projects

**Mr. Hammond moved that the Board approve an FY'09 appropriation for the Center for Head Injury Services, PLB Project #7014/10, in the amount of \$15,685 (490 units @ \$32.01) from the Discretionary Fund, with the following contingencies:**

- **Project priority shall be non-Medicaid Waiver funded individuals residing in their natural family home or PLB funded ISLA.**
- **Project shall report the number of consumers utilizing the project to gain skills for future employment in the OPLS semi-annual reports.**

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

**Mr. Hammond moved that the Board approve an FY'09 appropriation for Paraquad, PLB Project #7017/10, in the amount of \$11,736 (600 units @ \$19.56) from the Discretionary Fund, with the following contingencies:**

- **Project priority shall be non-Medicaid Waiver funded individuals residing in their natural family home or PLB funded ISLA.**
- **Project shall report the number of consumers utilizing the project to gain skills for future employment in the OPLS semi-annual reports.**
- **Agency shall develop a plan for attaining the consumer goal and submit to OPLS for review and approval by June 30, 2008.**
- **FY'09 appropriations may be reduced contingent upon utilization at the end of the second quarter of FY'09.**

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

Pre-Employment Skills Training Projects

**Mr. Hammond moved that the Board approve an FY'09 appropriation for the Center for Head Injury Services, PLB Project #7022/10, in the amount of \$54,130 (1,440 units @ \$37.59) from the Discretionary Fund to provide Pre-Employment Skills Training for 8 individuals, with the following contingencies:**

- **Individuals must be pre-approved by the OPLS for the pre-employment training program based on the identified need from the individual's DVR Supported Employment Assessment or Comprehensive Transition Assessment that identifies significant barriers to employment that can be addressed with intensive, short term training.**
- **All consumers shall be clients of the St. Louis Regional Center.**
- **Project priority shall be non-Medicaid Waiver funded individuals residing in their natural home or PLB funded ISLA.**
- **Training will be conducted for no more than 3 months with a maximum of 240 units. Supports for an individual shall not be extended and individuals are not allowed to re-enter the program.**
- **The agency shall document each individual's employment status in the OPLS semi-annual reports.**
- **Agency shall report the employment status of all individuals that have exited the program in the OPLS semi-annual reports for a period of three years.**

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

**Mr. Hammond moved that the Board approve an FY'09 appropriation for St. Louis Arc, PLB Project #7023/10, in the amount of \$73,437 (1,950 units @ \$37.66) from the Discretionary Fund to provide Pre-Employment Skills Training for 10 individuals, with the following contingencies:**

- **Individuals must be pre-approved by the OPLS for the pre-employment training program based on the identified need from the individual's DVR Supported Employment Assessment or Comprehensive Transition Assessment that identifies significant barriers to employment that can be addressed with intensive, short term training.**
- **All consumers shall be clients of the St. Louis Regional Center.**
- **Project priority shall be non-Medicaid Waiver funded individuals residing in their natural home or PLB funded ISLA.**
- **Training will be conducted for no more than 3 months with a maximum of 240 units. Supports for an individual shall not be extended and individuals are not allowed to re-enter the program.**
- **The agency shall document each individual's employment status in the OPLS semi-annual reports.**
- **Agency shall report the employment status of all individuals that have exited the program in the OPLS semi-annual reports for a period of three years.**

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

Center for Head Injury Services – Request for Additional Units – (PLB Project #3072/12)

**Mr. Hammond moved that the Board approve an additional appropriation for the Center for Head Injury Services, PLB Project # 3072/12, in the amount of \$12,029 (320 units @ \$37.59) from the Discretionary Fund for the period of July 1, 2008 through June 30, 2009, bringing the total FY'09 appropriation for this project to \$79,918, with the following contingencies:**

- **The agency is required to update its FY'09 project outcomes to include the additional consumers to be served.**
- **The agency is required to update its FY'09 project budget to include the additional units of service to be provided.**
- **The agency consumer goal is 8 individuals not currently employed.**

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

St. Louis Arc – Request for Additional Units – (PLB Project #3004/12)

**Mr. Hammond moved that the Board approve an additional appropriation for St. Louis Arc, PLB Project # 3004/12, in the amount of \$15,064 (400 units @ \$37.66) from the Discretionary Fund for the period of July 1, 2008 through June 30, 2009, bringing the total FY'09 appropriation for this project to \$103,791, with the following contingencies:**

- **The agency is required to update its FY'09 project outcomes to include the additional consumers to be served.**
- **The agency is required to update its FY'09 project budget to include the additional units of service to be provided.**

- **The agency consumer goal is 10 individuals not currently employed.**

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

**Unfinished Business:**

No unfinished business was discussed.

**New Business:**

Mr. Buhr presented a proclamation from St. Louis County Executive Charlie Dooley to Tim Barrett on behalf of the Productive Living Board members, in appreciation of Mr. Barrett's leadership of the PLB during his 16 years on the Board.

Ms. Bonds, PLB Chairperson-Elect for FY'09, presented a proclamation from St. Louis County Executive Charlie Dooley to Mr. Buhr, the outgoing Chairman, on behalf of the Productive Living Board members in appreciation of Mr. Buhr's leadership of the Productive Living Board during FY'08.

**Closed Session per Section 610.021(1) RSMo – Legal Action and Section 610.021(3) RSMo – Personnel**

**Mr. Ruecker moved that the Meeting of the Productive Living Board adjourn and reconvene in Closed Session per Section 610.021(1) RSMo – Legal Action and Section 610.021(3) RSMo – Personnel.**

**Ms. Bonds seconded the motion; a roll call vote was taken with the following members voting yea: Mr. Buhr, Mr. Barrett, Ms. Bentele, Ms. Bonds, Ms. Freiman, Mr. Hammond, Mr. Ruecker and Ms. Sredl.**

There being no further business before the Board, the meeting adjourned at approximately 4:25 p.m.

Respectfully submitted,

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Eugene H. Fahrenkrog, Secretary

As recorded by Marilyn Nenninger, Executive Administrative Assistant

The above minutes were reviewed and approved by Dennis J. Buhr, Chairman of the Productive Living Board.

**Guests Present**

Name and Agency/Consumer/Parent

Debbie Gillespie	Adapt-Ability
Charles Fischer	Canterbury Enterprises
Rob Libera	Lafayette Industries
Nicole Johnson	Life Skills
Cynthia Whitley	Life Skills
Deborah Hostetter	Project, Inc.
Sue Petersen	Project, Inc.
Mark A. Keeley	St. Louis Arc
Jennifer Samson	Office of St. Louis County Executive
Barbara Crites	St. Louis Society for the Physically Disabled
Dee Froneberger	W.A.C. Industries