

PRODUCTIVE LIVING BOARD

MEETING MINUTES

Monday, June 14, 2010

St. Louis County Library Headquarters
East Room
1640 South Lindbergh
St. Louis, MO 63131

BOARD MEMBERS PRESENT:

David L. Ruecker, Chairman
Marsha J. Bonds, Immediate Past Chairperson
Sarijane M. Freiman, Treasurer
Cary Hammond

BOARD MEMBERS ABSENT:

Dennis J. Buhr, Vice-Chairman
Keidra McNutt, Secretary
Eugene H. Fahrenkrog

STAFF MEMBERS PRESENT:

Glen Goldstein
Don Kaufmann
Kim Kopff
Amy Meyer
Sheila Simmons
Kathy Williams

GUESTS PRESENT: (See attached)

A quorum was present and due notice had been published. Mr. Ruecker called the meeting to order at approximately 4:05 p.m.

Executive Director's Report:

On behalf of Ms. Prage, Mr. Ruecker updated the Board on the following activities:

2010 Legislation

The following bills were passed by the legislature and have been delivered to the Governor for signature. Of the bills we have been following, very few made it through the House and Senate.

HCS HB 1311 & 1341– Scharnhorst (R) & Grill (D)

Requires all group health plans issued or renewed after January 1, 2011 to provide Missouri residents coverage for the diagnosis and treatment of Autism Spectrum Disorders with certain specified limitations.

5/25/10 – Delivered to the Governor

SB774 – Lembke (R)

Creates the crime of endangering a Department employee, visitor or other person at a secured facility thus increasing safety at the Department of Mental Health
5/25/10 – Delivered to the Governor

DMH FY'11 Budget

The Missouri General Assembly passed a \$23B budget. Based on revenue projections there is likely to be a budget deficit that will require additional funding cuts.

The Department of Mental Health, Division of Developmental Disabilities received a 10% cut and caseload growth funding was cut by 1/3 which will result in a significant reduction in services for people that are not eligible for Medicaid. The Division may be able to serve 350 people statewide with the most critical needs with the remaining caseload growth funding.

Open Forum for Comments from the Public:

No comments were made.

Secretary's Report:

Ms. Freiman moved that the Board approve the May 10, 2010 Productive Living Board Meeting Minutes.

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

Treasurer's Report:

Ms. Freiman provided the Treasurer's Report for the month of May.

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

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

Chairman's Report:

No Report.

Standing Committee Reports:

Executive Committee:

Board Action Items:

JESS Appeal

Mr. Ruecker moved that the Board ratify the Executive Committee's decision of May 27, 2010 to deny the JESS appeal.

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

Productive Living Board Office Vacancy

In accordance with PLB Bylaws, Section VIII.7 - In the event a vacancy in an office should occur, the Executive Committee shall appoint a replacement who will serve until the next regularly scheduled election.

Mr. Ruecker moved that the Board ratify the Executive Committee's decision of June 4, 2010 to approve the appointment of Dennis J. Buhr as Treasurer, who will serve until the next regularly scheduled election.

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

Administration Committee:

Board Action Items:

FY'11 PLB Operations Budget

Mr. Ruecker moved that the Board approve the Productive Living Board's annual operations budget for fiscal year 2011 as submitted.

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

FY'11 PLB Special Projects Budget

Mr. Ruecker moved that the Board approve the Productive Living Board's annual special projects budget for fiscal year 2011 as submitted.

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

403(b) Plan Investment Options

Mr. Ruecker moved that the Board approve the 403(b) plan investment options as presented.

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

Current and Future Service Needs Assessment

Mr. Ruecker moved that the Board accept the Current and Future Needs Assessment, June 2010.

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

FY'11 COLA Increase for PLB Funded Projects

Mr. Ruecker moved that the Board approve a cost of living adjustment (COLA) of up to 3% for FY'11 projects. Individual project increases will be recommended based on the following criteria:

- OPLS staff will apply the funding guidelines in the PLB Funding Manual: A Guide to the PLB's Policies and Procedures, Purchase of Service.
- The unit cost should not exceed the agency's annual independent audited unit cost, plus the approved COLA. There may be some projects whose current contracted unit cost is greater than their most recent audited unit cost for the service, and OPLS staff will utilize this information to maintain or reduce unit costs.
- The negotiation of a PLB unit cost will take into consideration other unit costs in the County for similar services. OPLS staff will hold or reduce unit costs where there is a significant discrepancy between different agencies' unit costs for the same service.
- OPLS staff may consider an agency's request to increase the number of units provided instead of an increase in the current PLB unit rate.
- All FY'11 unit rates are subject to verification by OPLS financial review. FY'11 unit rates may be retroactively adjusted to July 1, 2010 if the approved FY'11 unit rate exceeds the verified audited unit cost adjusted by the PLB COLA.

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

Residential Services Committee:

Rainbow Village Properties, Inc. – Request for Down Payment Assistance - (PLB Project #1301/10)

Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1301/10, for residential down payment assistance to purchase a residence for up to three St. Louis County consumers at an amount not to exceed \$9,800 per consumer, for a total amount not to exceed 30% of the lesser of the negotiated purchase price of the property or the appraised value of the property, from the PLB Housing Development Fund for the period of June 14, 2010 through September 30, 2010 with the following contingencies:

- The distribution of funds is subject to a second priority deed of trust, loan agreement, and promissory note equivalent to the PLB resources invested in this property.
- Prior to the release of PLB funds, the Agency shall provide the PLB with copies of all addendums to the sales contract.
- Prior to the release of PLB funds, the Agency shall provide the PLB with a copy of an independent appraisal of the property.
- 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 the property meets applicable standards of the Missouri Department of Mental Health and local ordinances.
- All policies regarding down payment assistance shall apply.

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

Rainbow Village Properties, Inc. – Request for Renovations – (PLB Project #1301/45)

Mr. Ruecker moved that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1301/45, for renovations in an amount not to exceed \$21,920 from the PLB Housing Development Fund for the period of June 14, 2010 through September 30, 2010 with the following contingencies:

- All PLB policies regarding Housing Renovations and Repairs shall apply.
- Partial lien waivers shall be obtained for all materials and services as invoiced with a final lien waiver upon final invoicing.
- PLB General Guidelines for Policies Related to Capital Items shall apply.

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

Vocational Services Committee:

Sheltered Workshop Building and Equipment Funds Transfer Requests

Mr. Hammond moved that the Board approve the request from Valley Industries, Inc. to transfer 25% of their FY'11 Building and Equipment Fund, from PLB Project #3102/10, to their FY'11 Operations Fund, PLB Project #3054/12, in the amount of \$53,758.

- The Committee's approval of this request is not to be interpreted as a commitment to approve future requests of this nature.

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

Mr. Hammond moved that the Board approve the request from Canterbury Enterprises, Inc. to transfer 25% of their FY'11 Building and Equipment Fund Request (\$84,464) from their accumulated Building and Equipment Fund balance, PLB Project #3098/10, to their FY'11 Operations Fund, PLB Project #3053/12, in the amount of \$21,116.

- The Committee's approval of this request is not to be interpreted as a commitment to approve future requests of this nature.

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

Paraquad, Inc. – FY'10 Request for Additional Units (PLB Project #7017/10)

Paraquad, Inc. has submitted a request for an additional 100 units for FY'10 to support 4 consumers who transferred from St. Louis County Department of Human Services, Volunteer Plus, PLB Project #7007/10. St. Louis County Department of Human Services discontinued services in April 2010.

Mr. Hammond moved that the Board approve an additional appropriation for Paraquad, Inc., PLB Project #7017/10, in the amount of \$2,061 (100 units @ \$20.61) from the Discretionary Fund for the period of April 1, 2010 through June 30, 2010, bringing the total FY'10 appropriation for this project to \$14,427.

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

Paraquad, Inc. – FY'11 Request for Additional Units (PLB Project #7017/10)

Paraquad, Inc. has submitted a request for an additional 425 units for FY'11 to maintain supports for the 4 consumers who transferred from St. Louis County Department of Human Services, Volunteer Plus project in FY'10.

Mr. Hammond moved that the Board approve an additional appropriation for Paraquad, Inc., PLB Project #7017/10, in the amount of \$8,760 (425 units @ \$20.61) from the Discretionary Fund for the period of July 1, 2010 through June 30, 2011, bringing the total FY'11 appropriation for this project to \$21,126, with the following contingencies:

- **The agency is required to update its FY'11 consumer goal.**
- **The agency is required to update its FY'11 project outcomes to include the additional consumers to be served.**
- **The agency is required to update its FY'11 project budget to include the cost of additional units of service to be provided.**

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

Unfinished Business:

No unfinished business was discussed.

New Business:

No new business was discussed.

Closed Session per Section 610.021(3) RSMo – Personnel

Ms. Freiman moved that the Meeting of the Productive Living Board adjourn and reconvene in Closed Session per Section 610.021(3) RSMo – Personnel.

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

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

Respectfully submitted,

Keidra McNutt, Secretary

As recorded by Kathy Williams, Executive Administrative Assistant

The above minutes were reviewed and approved by David L. Ruecker, Chairman of the Productive Living Board.

Guests Present

Debbie Gillespie	Adapt-Ability, Inc.
Pamela Merkle	Association on Aging
Judy Grainger	Life Skills
Wendy Sullivan	Life Skills
Rob Libera	Lafayette Industries, Inc.
Fred Wark	Lafayette Industries, Inc.
Jennifer Fuller	MERS/Missouri Goodwill
Sharon Hale	OASIS
Christina Wadlow	OATS, Inc.
Dan Asewe	OATS, Inc.
Craig Strohbeck	Pathways to Independence
Sue Petersen	Project, Inc.
Lydia Rasis	Rainbow Village
Mark A. Keeley	St. Louis Arc
David Makarewicz	St. Louis County
Bob Wessels	St. Louis Society
Dee Froneyberger	W.A.C. Industries
Greg Keller	W.A.C. Industries
Cynthia Whitley	YWCA Metro St. Louis