

PRODUCTIVE LIVING BOARD

MEETING MINUTES

Monday, November 19, 2007

St. Louis County Library
Florissant Valley Branch
195 North New Florissant Road
Florissant, MO 63031

BOARD MEMBERS PRESENT:

Dennis J. Buhr, Chairman
Marsha J. Bonds, Vice Chairperson
David L. Ruecker, Treasurer
Debbie Bentele
Sarijane M. Freiman
Darlene Sredl

BOARD MEMBERS ABSENT:

Timothy R. Barrett, Immediate Past Chairman
Eugene H. Fahrenkrog, Secretary
Cary Hammond

STAFF MEMBERS PRESENT:

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

GUESTS PRESENT: (See attached)

A quorum was present and due notice had been published. Mr. Buhr called the meeting to order at approximately 7:00 p.m.

Executive Director's Report

Ms. Prage updated the Board on the following activities:

- Highlights of the Consumer Satisfaction Survey were presented.
- We are developing a website for the St. Louis Regional Center that will provide information about PLB funded services to assist service coordinators to help consumers and families access the PLB funded services they need.
- The MACDDS Legislative priorities for 2008 were presented.

Open Forum for Comments from the Public

Ms. Ann Kelly asked for clarification on the requirements for her daughter to be able to receive transportation to a sheltered workshop.

Mr. Craig Marschal inquired about personal attendant care for another consumer.

Chairman's Report

Mr. Buhr introduced Ms. Darlene Sredl, the recently appointed member of the Productive Living Board.

Secretary's Report – Sarijane M. Freiman

Ms. Freiman moved that the Board approve the September 10, 2007 Productive Living Board Meeting Minutes.

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

Treasurer's Report – David L. Ruecker, Treasurer

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

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

Standing Committee Reports

Executive Committee – Dennis J. Buhr, Chairman

Board Action Items:

Independent Auditor's Report

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to receive the June 30, 2007 and 2006 Independent Auditor's Report on Productive Living Board's Financial Statements, Required Supplemental Information and Additional Information.

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

2007 Tax Rates

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to request the 2007 tax rates per hundred dollar-assessed values as follows: Residential Real property - \$.070, Agricultural Real property - \$.085, Commercial Real property - \$.079 and Personal property - \$.085.

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

Surplus Equipment

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to declare the attached list of equipment and furnishings as surplus. These items will be made available to agencies funded by the PLB.

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

OATS, Inc., Request for Extension – (PLB Project #5047/55)

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to approve an extension in the ending date for OATS, Inc.'s FY'07 Vehicle Acquisition project, PLB Project #5047/55, from June 30, 2007 to June 30, 2008.

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

United Cerebral Palsy – Collaborative Employment Project – (PLB Project #3074/10)

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to approve an appropriation to United Cerebral Palsy, PLB Project #3074/10, in the amount of \$72,910 from the Discretionary Fund with the following contingencies:

- **Agency shall submit marketing materials and surveys for OPLS staff approval prior to distribution.**
- **Agency shall develop in collaboration with employment providers and OPLS staff a system for equitably communicating employment opportunities to employment service providers.**
- **Agency shall work in collaboration with OPLS staff to determine the appropriate data to be collected and reported to successfully measure project outcomes.**
- **Employment retention services will be provided by PLB funded employment service providers.**
- **In addition to surveying consumers and employers, agency shall survey collaborating employment providers for satisfaction.**
- **Project renewal for future years shall be considered utilizing standard PLB policy and protocol for renewal projects as well as evaluation of achievement of project outcomes.**

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

Sheltered Workshops – Request for Extensions – (PLB Projects #3098/10, 3099/10, 3100/10, 3102/10, 3103/10)

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to approve an extension in the ending date for the Sheltered Workshop Building and Equipment projects from FY'06 and FY'07, PLB Project #3098/10, 3099/10, 3100/10, 3102/10, and 3103/10, from June 30, 2007 to June 30, 2008.

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

Lafayette Work Center and Lafayette Industries North – Request to Hire Architectural Firm for Expansion/Renovation projects

Mr. Buhr moved that the Board ratify its decision of September 13, 2007 to approve Lafayette Work Center's and Lafayette Industries North's request to hire an architectural firm for the design phase of their proposed expansion/renovation projects, for an amount not to exceed \$110,000 from the Funding Agreement accounting liability, with the following contingencies:

- **The Board's approval of this request is not to be interpreted as a commitment to fund these projects.**
- **Lafayette will provide a detailed schedule of the architect fees and associated costs for Lafayette Work Center and Lafayette Industries North that total \$110,000 by September 21, 2007 in order to allocate the reimbursements to the appropriate accounting liability account.**

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

Administration Committee – Marsha J. Bonds, Chairperson

Board Action Items:

Updated Funding Manual

Ms. Bonds moved that the Board approve the revised sections of the PLB Funding Manual as presented.

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

Updated Quality Enhancement/Service Excellence Manual

Ms. Bonds moved that the Board approve the revised sections of the PLB Quality Enhancement/Service Excellence Manual as presented.

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

FY'09 COLA Increase for PLB Funded Projects

Ms. Bonds moved that the Board approve a cost of living adjustment (COLA) of up to 2.6% for renewal projects for FY'09. 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 are some projects whose current contracted unit cost is greater than the most recent audited unit cost for the service. 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 cost.

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

Residential Services Committee – David L. Ruecker, Chairman

Board Information Item:

The Board was updated on the status of Rainbow Village Properties, Inc.'s request to purchase a residence in Hazelwood, MO for three consumers. Once a property is identified, final approval is subject to PLB approval of the application and project budget and all policies for Down Payment Assistance shall apply.

Vocational Services Committee – Sarijane M. Freiman

Board Action Item:

Additional SB3 Revenue (PLB Project # 5009/50)

Ms. Freiman moved that the Board approve that any additional SB3 funds received through Metro for FY'08 are to be used to provide transportation to employment and employment training services and services for new consumers meeting criteria under SB3 and that the Board appropriate \$21,600 of additional SB3 revenue to OATS, Inc. for PLB Project #5009/50 for the period November 9, 2007, through June 30, 2008. PLB's SB40 funding for transportation will not be reduced below \$150,000. Any remaining SB3 funds may be expended as matching funds for the purchase of vehicles.

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

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Closed Session per 610.021(1) RSMo – Legal Action and 610.021(2) RSMo – Real Estate

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(2) RSMo – Real Estate.

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

There being no further business before the Board, the meeting adjourned at approximately 7:35 p.m.

Respectfully submitted,

Eugene H. Fahrenkrog, Secretary

As recorded by Marilyn Nenninger, Executive Administrative Assistant

Guests Present

Emma Perry	Paraquad
Craig Marschal	Paraquad
Barbara Crites	St. Louis Society
Michael A. Testa	MERS/Missouri Goodwill Industries
Clarence Friedman	Parent of Consumer
Roz Friedman	Parent of Consumer
Lucille Lochmann	W.A.C. Industries
Jim Breitenstein	W.A.C. Industries
Dee Froneberger	W.A.C. Industries
Ray Hanley	W.A.C. Industries
Tom Schiller	W.A.C. Industries
Sue Michel	Council for Extended Care
Cynthia Whitley	Life Skills Foundation
Rob Libera	Lafayette Industries
Richard A. Gill	Parents Advocacy Group
Patricia A. Gill	Parents Advocacy Group
Steve Frank	Consultant, Valley Industries
Marvina Henry	Parent of Consumer
Ann E. Kelly	Parent of Consumer
Jeanne Marshall	Judevine Center for Autism