

PRODUCTIVE LIVING BOARD

**AD HOC COMMITTEE
MEETING MINUTES**

Tuesday, June 2, 2009

Office of Productive Living Services
121 Hunter Avenue, Suite 200
St. Louis, MO 63124

COMMITTEE MEMBERS PRESENT:

Eugene H. Fahrenkrog, Chairman
David L. Ruecker

STAFF MEMBERS PRESENT:

Joyce Prage, CPA, Executive Director
Brian Bond
Glen Goldstein
Kimberly Kopff
Kathy Williams

GUESTS PRESENT:

Debbie Gillespie, Adapt-Ability, Inc.
Amy Ficklen, Adapt-Ability, Inc.
Rob Libera, Lafayette Work Center
Noel Baer, Rainbow Village Properties, Inc.

A quorum was present and due notice had been published. Mr. Fahrenkrog called the meeting to order at approximately 1:30 p.m.

Board Action Item:

1. Agency Accounting Procedures Proposal

The Ad Hoc Committee recommends that the Board approve an appropriation in the amount of \$17,500 from the Discretionary Fund for Brown Smith Wallace, LLC to develop policy and procedure templates for PLB funded agencies.

The Ad Hoc Committee recommends that the Board approve an appropriation in the amount of \$100,000 from the Discretionary Fund for agencies requesting implementation assistance related to the policy and procedure templates developed by Brown Smith Wallace, LLC.

Committee Action Item:

1. Needs Assessment

The Ad Hoc Committee authorized staff to develop a Request for Proposals to conduct a Needs Assessment of current and future needs.

Committee Information Item:

1. Agency Board Meeting/Training

There being no further business before the Committee, the Ad Hoc Committee adjourned at approximately 2:10 p.m.

Respectfully submitted,

Joyce Prage, CPA
Executive Director

As recorded by Kathy Williams, Executive Administrative Assistant

The above minutes were reviewed and approved by Eugene H. Fahrenkrog, Chairman of the Ad Hoc Committee.