

**FRANKLIN COUNTY SB40
RESOURCE BOARD**

Date: August 10, 2020
Time: 7:00 pm
Place: meeting held via telephone

Board Present via phone conference: Mr. Walter Murray Jr., Ms. Linda Sentivany, Mr. Larry Sikes, Ms. Colleen Kuenzel, Ms. Laura Conley, Ms. Elaine Holladay

Board Present in-person: Mr. Steve Wilmesherr

Board Absent: Mr. Paul LaVigne, Mr. Hank Epstein

Staff Present in person: Ms. Kimberlyn MacDonald, Ms. Anne Barry, Ms. Amanda Sammet

Mr. Walter Murray Jr., Chairperson, opened the meeting.

Agenda

MOTION was made by Mr. Steve Wilmesherr, seconded by Mr. Larry Sikes, to approve the agenda. Motion carried (6-0).

Public Hearing on Tax Rate- Ms. Amanda Sammet reported that the tax rate for 2020 will remain the same as 2019 with an estimated tax budget of \$2.05 million.

MOTION was made by Mr. Larry Sikes, seconded by Ms. Linda Sentivany, to set the tax rate at the highest level possible for 2020. Motion carried (6-0).

Public Comments-None

Minutes-MOTION was made by Ms. Colleen Kuenzel, seconded by Mr. Steve Wilmesherr, to approve the June 8, 2020 open and closed meeting minutes. Motion carried (6-0)

Treasurer's Report- Ms. Amanda Sammet, Accountant, presented the July financial reports.

MOTION was made by Ms. Linda Sentivany, seconded by Ms. Laura Conley, to accept the Treasurer's report as presented. Motion carried (6-0).

Executive Director's Report-Ms. Kimberlyn MacDonald announced that MACDDS will relocate to Jefferson City. Ms. MacDonald also reported updates on the CARES Act Funding and Missouri Legislature. This included Governor Parson's Nonprofit Relief and Recovery Grant of up to \$22 Million and an additional \$20 Million in funding to Medicaid providers in the Division of Developmental Disabilities. Ms. MacDonald also reported that the state of Missouri designated \$4 Million from its Coronavirus Relief Fund to aid sheltered workshops across the state. Ms. MacDonald stated that Congress is working on another federal stimulus package that may result in a special session held in Missouri to discuss Medicaid match. Ms. MacDonald

reported that state revenue is down by 6.6% as of June 30th compared to the year prior and no budget adjustment is being considered to eliminate the waitlist. Ms. MacDonald reported that as of July 1, 2020 the Division of Developmental Disabilities resumed some in-person activities. Protocols have been put into place such as pre-screening tools, face masks and shields, conducting meetings outdoors, review and communication of data received by local and surrounding health departments, CDC, and DMH.

Committee Meeting Recommendations:

- a. Conflict of Interest (Executive Committee)- Mr. Walter Murray Jr. reported that the Executive Committee had held extensive discussions to address the Conflict of Interest topic at hand. Mr. Murray presented a Conflict of Interest Policy as recommended by the Executive Committee.

MOTION was made by Mr. Larry Sikes, seconded by Ms. Elaine Holladay, to approve the Conflict of Interest Board Policy. Motion carried (6-0).

- b. Financial Solvency (Finance Committee)- Mr. Walter Murray Jr. reported that the Finance Committee convened on two different occasions to review the agency's financial status, separation of the TCM and SB40 banking accounts, the need for reserves, and has recommended the adoption of a Reserve Fund Policy.

Motion was made by Mr. Larry Sikes, seconded by Mr. Steve Wilmesherr to separate the SB40 and TCM banking accounts and to establish reserves in the form of Certificates of Deposits, in the amount of \$500K for SB40 and \$700K for TCM. Motion carried (6-0).

MOTION was made by Mr. Larry Sikes, seconded by Ms. Linda Sentivany, to approve the Franklin County SB40 Resource Board Reserve Fund Policy. Motion carried (6-0).

Code of Ethics-Mr. Walter Murray Jr. presented the Code of Ethics.

HIPAA/Confidentiality-Mr. Walter Murray Jr. presented the HIPAA/Confidentiality training for board members.

New Business-None

Bid Opening/Scanning Services- Mr. Steve Wilmesherr opened the sealed bid received from Information Management & Securities, LLC.

MOTION was made by Mr. Steve Wilmesherr, seconded by Mr. Larry Sikes to approve the bid from Information Management & Securities, LLC, and the one-time subtotal of \$32,225. Motion carried (6-0).

However, the board is requesting more document management discussions to take place. As such, the board would like Larry Sikes to take the lead in this collaborative approach to determine the most appropriate document storage solution.

Agency Comments/Presentations- Ms. Diane White, Director of Service Coordination, presented the fourth quarter report for Targeted Case Management. This included the number of Service Coordinators, number of persons served, billing and assessment data, and Dental Network funding.

Nominations/Elections of Officers-

MOTION was made by Mr. Steve Wilmesherr, seconded by Mr. Larry Sikes to nominate Ms. Linda Sentivany as Treasurer. Motion carried (6-0).

MOTION was made by Ms. Laura Conley, seconded by Mr. Larry Sikes that the chair-person, vice-chairperson, and secretary are re-elected to another term by acclamation. Motion carried (6-0).

MOTION was made by Mr. Steve Wilmesherr, seconded by Ms. Linda Sentivany, to adjourn the meeting. Motion carried (6-0).

Meeting adjourned.

Respectfully submitted,

Recorded by,



Ms. Colleen Kuenzel



Ms. Anne Barry

ATTACHMENTS

July Financial Reports
Executive Director Report
Conflict of Interest Policy
Board Reserve Fund Policy
Committee Meeting minutes
Code of Ethics
HIPAA/Confidentiality
Scanning Services Bid
TCM Reports
Missourian Publications