

**Minutes of the Meeting of the Board of Directors
St. Louis Office for Developmental Disability Resources
January 12, 2012**

Board Members Present:

Sergeant Willie Prothro, Chairperson
Robert McKendry III, Vice Chairperson
Professor Michael Mancini, Treasurer
Margaret Starks, Secretary
Reverend Mickey Hassler
Rosetta Jackson
Susan Bianchi

Board Members Excused:

Armentha Russell
Ernest Smoot

Staff Members Present:

Michelle Darden, Executive Director
Chrystal Griffin, Assistant Director
Rhonda Kanaday, Administrative Assistant
Emily Smith, Chief Financial Officer
Nate Head, Project Monitor
Ellie Wilhelm, Project Monitor
Keith Donaldson, Project CaseFind Coordinator
Shannon Bremer, Quality Assurance Director, G.I.T.Co. Management Team Project Monitor

Guests who signed in:

Dawn Anderson, Oasis
Pat Gilbert, Oasis
Mary A. Schmissey, Recreation Council

I. Call to Order

Sergeant Willie Prothro, Chairperson, called the St. Louis Office for Developmental Disability Resources (DD Resources) Board of Directors meeting to order at 11:35 a.m. Introductions of the Board of Directors, staff and guests were made.

II. Strategic Plan Updates

Chrystal Griffin, Assistant Director, presented updates to the DD Resources Board of Directors on the Strategic Plan. A copy of the updates was given and reads as follows:

A. Strategic Planning Process

1. Updates to the Strategic Plan Request for Proposal (RFP)

DD Resources received phone calls from three different consultants who have requested additional information. The deadline for consultants to submit proposals is January 20, 2012.

2. Committees

In preparation for the new Strategic Plan, the chairs of each of the current goal committees are preparing a synopsis on the progress of their goals. The synopsis will be ready by the next Strategic Plan Meeting on January 26, 2012.

B. Critical Issue # 1 Identify New Sources of Funding

1. Grants

a) Staff is working on the St. Louis Philanthropic Grant in the amount of \$5,000.00. If approved, the grant will be used to purchase undergarments for Horizon Club Participants.

b) Staff is still waiting on an official response to the Missouri Housing Trust Fund grant application.

C. Critical Issue # 2 Improve Relationships with Key Stakeholder Groups and Critical Issue # 3 Improve Relations and Increase Community Recognition

1. KPLR has donated a basket for our 12th Annual Developmental Disability Awareness Art Fair which is March 2, 2012. This item will be used as an attendance prize at the Art Fair.

2. DD Resources commercials will continue to run on KPLR until May 2012.

3. Radio spots as well as traffic reports sponsored by DD Resources will air on GenX 100.3. These radio spots will air from February 27, 2012 until March 19, 2012.

4. Four schools have requested that DD Resources conduct Empathy Workshops in March (Woerner Elementary, Cote Billiante Elementary, Henry Elementary, and Herzog Elementary).

5. DD Resources currently has 42 followers on Facebook. The committee is discussing ways to get more followers on Facebook.

III. Education and Awareness

A. Oasis Institute

Dawn Anderson, Director of Finance and Administration, with Oasis Institute and Pat Gilbert, Network and Civic Engagement Director, gave a presentation to the DD Resources Board of Directors regarding the following:

1. Oasis' mission is to promote successful aging through lifelong learning, health programs and volunteer engagement.

2. A merger occurred as of December 31, 2011 between the Oasis National Office and the St. Louis Regional Oasis. It was felt this merger would be more effective.

3. It was stated that the role of Sharon Hales, Community Outreach Manager, in the St. Louis Office, will not change and the individuals who are served through the St. Louis Office will not be affected by the merger.

4. Oasis Institute has used the St. Louis Regional Oasis as a model for their other agencies across the country.

B. Gateway to Independence Transportation Company (G.I.T.Co.)

Shannon Bremer, G.I.T.Co. Management Team Project Monitor gave the following updates:

1. Chapel for the Exceptional is interested in leasing vehicle 808, the vehicle previously leased by Chapel for the Exceptional. Potential arrangements to lease vehicle 808 will occur during the first portion of 2012.
2. Alcohol and drug testing information was due from all Lessees by December 19, 2011. All lessees have turned in required information and the information will be provided to the Missouri Department of Transportation as required by the grant.
3. Every leased vehicle is required to have a safety inspection by January 31, 2012. Several agencies have already had the required inspection completed. Those agencies are as follows: Jazz Transportation, Pathways to Independence, Southside Wellness Center, Inc., Sunnyhill Adventures, Inc., TouchPoint Autism Services, YWCA and St. Louis Project Club.
4. G.I.T.Co. met with two agencies regarding repeated missed deadlines.

IV. Decision Items

A. Ratification of December 2011 Phone Vote

The following phone votes were ratified for the December 2011 Board of Director's Board Packet. Seven votes in favor for each of the following:

1. Brochure Translation
2. Transportation to Logan College
3. Sex Education/Healthy Relationships/Sexual Assault Prevention
4. Technology Enhanced Supported Living

V. Nominating Committee

Ms. Starks, Board Secretary, reported that the Nominating Committee met and presented the following Proposed Slate of Officers for the year 2012:

Chairperson	Sergeant Willie Prothro
Vice-Chairperson	Robert McKendry III
Treasurer	Michael Mancini
Secretary	Margaret Starks

Ms. Starks moved to accept the Proposed Slate of Officers as presented. Reverend Hassler second. Vote all in favor. None opposed.

VI. Consensus of Agenda

The DD Resources Board of Directors was in consensus regarding the following:

- A.** Minutes of the Board of Director's Meeting dated November 10, 2011.
- B.** Financial Reports dated as of November 30, 2011
- C.** Executive Director's Report dated December 2011.

VII. Good & Welfare Additional Comments

There were no additional comments.

VIII. Adjourn

Mr. Mancini moved to adjourn the Board of Director's Meeting. Mr. McKendry second. The St. Louis Office for Developmental Disability Resources Board of Director's Meeting was adjourned at 11:55 p.m.

IX. Executive Session

No Executive Session was held.

X. Dan Sise, J.d., University of Missouri St. Louis (UMSL)

Mr. Sise, after the Board of Directors Meeting, presented "Legal Issues for Nonprofit Board Members." to the Board of Directors.

Board Secretary Signature

Recording Secretary Signature