



Date: November 3, 2020
Time: 6:00 p.m.
Place: Admin Offices and Zoom Video Conference

Board Present: Mr. David Whitlock, Ms. Barb Laberer, Ms. Lyn Havin, Mr. Jeff Bock, Mr. Joe McGowan

Staff Present: Ms. Lori Schaedler, Ms. Teresa Barylski, Ms. Clara Wilson, Mr. Tom Beck, Ms. Sherry Schneider, Mr. Larry Ley

Mr. Joe McGowan, Chair, opened the meeting.

Agenda

Ms. Schaedler requested the addition – review audit of retirement plan (9e). Ms. Barb Laberer requested a closed session to discuss a personnel issue in accordance with [Sec. 610.021(3)]

MOTION was made by Mr. David Whitlock, seconded by Ms. Lyn Havin to approve the November 3, 2020 agenda with additions as presented. Motion carried (4-0).

Regular Session Minutes

MOTION was made by Ms. Barb Laberer, seconded by Ms. Lyn Havin, to approve the October 6, 2020 regular session minutes. Motion carried (4-0).

Treasurer’s Report and Finance Committee – Mr. Larry Ley presented September 2020 financial reports.

MOTION was made by Ms. Lyn Havin, seconded by Ms. Barb Laberer, to accept the September 2020 financial reports as presented. Motion carried (4-0).

Executive Director’s Report – Ms. Lori Schaedler presented updated CDC guidelines for Covid exposure released last week. Senior staff are holding weekly conference call meetings to discuss/plan for scenarios that would prepare us for possible situations in the upcoming months. We are also planning for possible scenarios that include considering levels at which programs would close to utilize resources effectively. Collaboration is ongoing with Empac and SB40 for future community needs. Ms. Schaedler presented progress of our Growth Curve Initiatives identified in Quality Coach sessions. Ms. Schaedler discussed her connectivity efforts and community awareness efforts.

Public Comments – None

Program Reports – Ms. Clara Wilson, Director of Early Intervention, presented program information. Program served 80 families during the 1st quarter with 27 new referrals with 18 exits. The EI program is serving 63% of the First Steps population in Franklin County. Family cancellations continue to be high due to pandemic but are being offered virtual and/or phone visits in lieu of a home visit. Staff are using screening questionnaires prior to visits. Flexibility of staff is ongoing especially as the cases increase in the county and a big thank you from staff for the additional personal protective equipment.

Community Relations Report –Ms. Lori Schaedler reported Mr. Kramme is volunteering at the election polls this evening but has attended several meetings in October. The soups and sandwiches offered at the Friends Foundation were very successful, more information will follow. Still no word on the 2020 Mo-DOT vehicle grant award yet. Mr. Kramme will be transitioning to part time as of January 1.

Old Business –

Sullivan House Progress - Ms. Lori Schaedler presented progress on the Sullivan House renovation. Mundwiller Electric has scheduled the electrical work on Saturday, November 7th. Halls Brothers should have doors ready by 11/13 or sooner and Mark Sullentrup will schedule an install date when doors are in. Craig's Tree Service has completed all necessary tree work, which resulted in approximately \$2,000 donation.

Mr. Tom Beck presented the bid received for the Sullivan House deck. Jasper Development provided three bids; one for treated decking, cedar decking, and composite decking. Discussion was held on various options.

MOTION was made by Mr. Dave Whitlock, seconded by Ms. Barb Laberer to accept the \$9,900 bid from Jasper Development for the composite decking option as presented. Motion carried (4-0).

New ABILITY building – Ms. Schaedler presented a floor plan for potential use with minimal renovations at the new ABILITY building. Mr. McGowan, Ms. Schaedler, and Mr. Ley will meet to discuss needs/wants as Mr. McGowan has volunteered his professional services to develop a floor plan to accommodate the renovation needs. Mr. Beck presented information on telephone and data wiring in the new building. The current telephone equipment is compatible with the wiring in the new building, there should be no additional costs involved.

New Business –

DMH Cares Funds - Ms. Schaedler reported that \$65,724.00 was used to pay bonuses to direct support staff from the DMH Cares Fund. Bonuses were determined by the hours worked since mid-March. The remaining \$9,205.00 was used from the Paycheck Protection Program funds.

Technology Updates - Discussion was held on our current computer system. No proposals were received in response to our Missourian bid request. Throttlenet provided a proposal for off-site backups at \$300.00 per month, and one time fees for new server hardware of \$14,360.51 and installation labor charges of \$7,150.00.

MOTION was made by Ms. Barb Laberer, seconded by Mr. Dave Whitlock, to accept the Throttlenet bid in the amount of \$300.00 for monthly backup services and one-time costs for new server hardware of \$14,360.51 and labor charges of \$7,150.00 as presented. Motion carried (4-0).

MO Dept of Transportation Resolution - Ms. Schaedler presented a Missouri Department of Transportation resolution for the 2020 vehicle grant.

MOTION was made by Mr. Jeff Bock, seconded by Ms. Barb Laberer to authorize Ms. Schaedler to execute contracts with the Missouri Highways and Transportation Commission. Motion carried (4-0).

Rental/Liability Insurance RKB - Discussion was held on rental/liability insurance for RKB. A coverage increase is needed to abide by the rental agreement at Ron Kruse Building. Increasing the umbrella coverage by \$1,000,000 will incur an expense of \$1,547 annually.

MOTION was made by Mr. Dave Whitlock, seconded by Mr. Jeff Bock, to increase our umbrella coverage from \$1,000,000 to \$2,000,000 for attain aggregate coverage of \$3,000,000.

Audit of Retirement Plan – Mr. Ley presented the 2019 retirement plan audit. Ms. Laberer requested the review be tabled until the next regular session meeting.

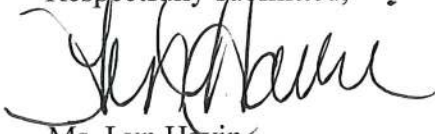
Items for Next Meeting – None

MOTION was made by Ms. Barb Laberer, seconded by Ms. Lyn Havin, to go into closed session to discuss Personnel [Sec. 610.021(3)]. Chair Mr. Joe McGowan conducted a roll call vote to go into closed session. Ms. Lyn Havin, Ms. Barbara Laberer, Mr. David Whitlock, Mr. Jeff Bock and Mr. Joe McGowan all voted in favor. Motion carried.

MOTION to adjourn was made by Ms. Barb Laberer, seconded by Mr. Dave Whitlock. Motion carried (4-0).

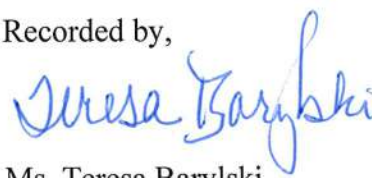
Meeting adjourned.

Respectfully submitted,



Ms. Lyn Havin

Recorded by,



Ms. Teresa Barylski

ATTACHMENTS

October 6, 2020 Regular Board Meeting Minutes

Financial Statements

Community Relations handout

Bid results - Sullivan House deck

Bid results - Technology

New building floor plan

MO DOT Authorizing Resolution

ABiLITY Certificate of Liability

Retirement Plan Audit-2019