

## **Board Meeting Minutes**

Productive Living Board

June 9, 2025

### **Attendance**

#### **Present:**

Members: Jasmine Chen, Melissa Garza, Dave Herman, Curt Ittner, Lauri Koster, Scott Malin, Felice McClendon, Amy Wilson (remote)

Staff Participants: Becky Herschbach - Executive Director; Don Kaufmann - Director of Finance and Administration; Amy Meyer - Director of Agency and Community Relations

#### **Absent:**

Members: Lou Brock

#### **I. Call to Order**

A quorum was present and due notice had been published.

Mr. Herman called the meeting to order at approximately 4:05 p.m.

#### **II. Open Forum for Comments from the Public**

Mark Keeley, Executive Director of St. Louis Arc and the "Celebration Squad" celebrated the Arc's 75th Anniversary by honoring and thanking PLB for 45 years of funding quality services, fostering collaborations, and helping the Arc make a positive difference in the lives of individuals and families in St. Louis County. Isaiah Hawthorne, a participant in the Arc's ISLA program thanked PLB for helping to make it possible to move into an apartment. The Celebration Squad presented PLB with the Arc Bravo Award.

#### **III. Agency Overview - Gateway Region YMCA**

Sherri Rocklage, Senior Director Adaptive Fitness and Support Services at Gateway Region YMCA, presented information about PLB funded services. Chris, a participant in the Integrated Fitness program, spoke positively about his experience in the program and how he has exceeded all of his goals with the support that he receives.

#### **IV. Executive Director's Report – Becky Herschbach**

##### **St. Louis Tornado Disaster Recovery Efforts**

PLB continues to post information regarding how to give or get help with tornado recovery. There have been no requests for emergency funding from partner agencies so far. One request for transportation reimbursement, to help a person who was displaced get to and from work, was received and was granted through Special Projects funding.

Ms. Herschbach thanked the PLB IT and Agency Relations teams for their quick actions and continued support during the power outage and disaster recovery.

##### **Individual Satisfaction Survey**

An individual satisfaction survey will be going out this month with the assistance of PLB's partner agencies. In addition, a needs survey will be issued later this year. It is currently under development and will be designed for a broader community audience. These surveys will collect information that can help the Board make informed funding decisions.

## Legislative Updates

### State

Ms. Herschbach provided an update regarding SB3, developed during the Special Session. While stadium tax incentives and tornado property damage were the primary issues, a property tax freeze that legislators could opt in or out of on behalf of their county was also included. St. Louis County opted out and is exempt at this time.

### Federal

The Senate is still evaluating the budget reconciliation bill, which will result in substantial cuts to Medicaid and SNAP. Advocates continue to educate legislators regarding the potential impact of these changes.

### Annual Agency Funding

FY'26 contracts are due from all agencies by June 27. Most have already been received.

### Fiscal Year End

The fiscal year ends June 30. Agencies have until July 31 for final billings for FY'25. PLB's auditing firm, Anders, will begin their preliminary work on our audit next month.

### The Outreach Collaborative

The Outreach Collaborative, which includes Sunnyhill, Easterseals Midwest, and Down Syndrome Association of Greater St. Louis, has completed its planning process for working together to educate St. Louis County regarding available resources. One of its first projects is to help educate fire districts through a series of trainings.

### Transportation Trust Fund

The Bi State Budget was on the St. Louis County Council agenda last week but was held. According to Bi State, PLB is still on track to receive approximately \$1.2 million through the SB3 Transportation Trust Fund sales tax.

## V. Board Consent Agenda Items

Ms. Garza moved to approve the Board Consent Agenda items as listed. Mr. Malin seconded the motion and the motion passed unanimously.

A. Approval of the Monday, May 12, 2025 Productive Living Board Meeting Minutes

B. Promise Community Homes – Request for Deferral of FY'25 Annual Loan Payments

<u>Loan Numbers</u>	<u>Installment Due Dates</u>
PLB Loan #1403/10	June 16, 2025
PLB Loan #1405/10	June 16, 2025
PLB Loan #1407/10	June 16, 2025
PLB Loan #1414/10	June 21, 2025
PLB Loan #1301/10	June 30, 2025

- C. Lafayette Industries North, Inc. – Request for Deferral of FY’25 Annual Loan Payment

**Loan Number**  
Loan #3127/82

**Installment Due Date**  
June 30, 2025

VI. Financial Report – Don Kaufmann, Director of Finance and Administration

Mr. Kaufmann reported that the Statement of Revenue and Expenses reflects revenue of \$26.3 million. This is \$435 thousand higher than prior year and \$1.8 million higher than budget, which is a 2% increase in revenue over the previous year. Delinquent tax revenue of \$4.1 million has been received as forecasted. Year-end revenue is expected to finish near \$28 million.

Administration expenses were \$2 million, which is \$36 thousand below budget.

\$20.7 million has been expended on Project Services. This is a \$3.4 million increase over prior year, primarily due to agency funding increases, improved utilization, and one-time grant reimbursements.

Mr. Kaufmann answered questions from the Board.

Mr. Ittner moved to accept the financial report as presented. Ms. Koster seconded the motion and the motion passed unanimously.

VII. Standing Committee Reports

A. Nominating Committee – Lauri Koster, Chairperson

1. Nomination of Officers for FY’26

Ms. Koster moved that the Board approve the following slate of officers for FY’26.

Chairperson	Dave Herman
Vice Chairperson	Lauri Koster
Secretary	Melissa Garza
Treasurer	Curt Ittner

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

Mr. Herman announced the Service Committee members for FY’26 and thanked Scott Malin for serving as Employment Services Committee Chair for 8 years.

Community Services Committee: Jasmine Chen - Chairperson, Lou Brock, Curt Ittner, Lauri Koster, and Dave Herman

Employment Services Committee: Melissa Garza – Chairperson, Scott Malin, Felice McClendon, and Amy Wilson

B. Administration Committee – Lauri Koster, Chairperson

Ms. Koster gave a summary of the Administration Committee meeting.

1. FY'26 PLB Operations Budget

Ms. Koster moved that the Board approve the Productive Living Board's annual Operations Budget for FY'26 as submitted. Ms. Garza seconded the motion.

Mr. Kaufmann discussed the FY'26 Operations Budget.

The motion passed unanimously.

2. FY'26 PLB Special Projects Budget

Ms. Koster moved that the Board approve the Productive Living Board's annual Special Projects Budget for FY'26 as submitted. Ms. Garza seconded the motion.

Mr. Kaufmann discussed the FY'26 Special Projects Budget and answered questions from the Board.

The motion passed unanimously.

3. Agency Insurance Waivers

Ms. Koster moved that the Board approve the requests for waiver of specified insurance requirements for the following agencies:

- St. Luke's Hospital
- Mercy Hospital St. Louis

Ms. Garza seconded the motion.

Mr. Kaufmann discussed the insurance waiver requests.

The motion passed unanimously.

C. Community Services Committee – Dave Herman, Board Chairperson

Mr. Herman gave a summary of the Community Services Committee meeting.

1. L'Arche St. Louis One-time Grant Increase

Mr. Herman moved that the Board approve an additional appropriation for L'Arche St. Louis, PLB Service #9368/10 in an amount not to exceed \$75,000 for FY'26 from the Unassigned Fund for a revised FY'26 total appropriation of \$125,000. Mr. Malin seconded the motion.

Ms. Meyer discussed the funding request and answered questions from the Board.

The motion passed unanimously.

D. Employment Services Committee – Scott Malin, Chairperson

Mr. Malin gave a summary of the Employment Services Committee meeting.

1. Supported Employment Requests for Additional FY'25 Funding

a. BCI Skills Center Request for Additional FY'25 Funding

Mr. Malin moved that the Board approve an additional appropriation for BCI Skills Center, PLB Service #3070/10 in an amount not to exceed \$6,433 for FY'25 from the Unassigned Fund for a revised FY'25 total appropriation of \$27,123. Ms. McClendon seconded the motion.

Ms. Meyer discussed the funding request.

The motion passed unanimously.

b. UCP Heartland Request for Additional FY'25 Funding

Mr. Malin moved that the Board approve an additional appropriation for UCP Heartland, PLB Service #3011/10 in an amount not to exceed \$16,255 from the Unassigned Fund for a revised FY'25 total appropriation of \$262,707. Ms. Koster seconded the motion.

Ms. Meyer discussed the funding request.

The motion passed unanimously.

VIII. New Business

No new business was discussed.

There being no further business before the Board, the meeting adjourned at approximately 5:00 p.m.

Respectfully submitted,

DocuSigned by:  
  
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Melissa Garza  
Board Secretary

As recorded by Kathy Williams, Executive Administrative Assistant.

The above minutes were reviewed and approved by Dave Herman, Chairperson of the Productive Living Board.