

## **Board Meeting Minutes**

Productive Living Board

May 12, 2025

### **Attendance**

#### **Present:**

Members: Lou Brock, Jasmine Chen, Melissa Garza, Dave Herman, Curt Ittner, Lauri Koster, Scott Malin, Felice McClendon, Amy Wilson

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

- I. Call to Order  
A quorum was present and due notice had been published.  
Mr. Herman called the meeting to order at approximately 4:00 p.m.
- II. Open Forum for Comments from the Public  
No comments were made.
- III. Executive Director's Report – Becky Herschbach

### **Legislative Updates**

#### **Federal**

Congressional Committees are expected to meet this week to vote on bills that would affect Medicaid and food assistance. House Committees have been charged with cutting \$880 billion from Medicaid and \$230 billion from nutrition assistance over 10 years. The degree to which the cuts impact people with IDD is unknown at this time. A bill is expected to be passed by May 26.

#### **State**

This is the final week of the Missouri legislative session. There are no specific property tax reduction bills moving forward at this time.

The state legislature has forwarded to Governor Kehoe a tax bill that will reduce state revenue significantly, by at least half a billion dollars annually. House Bill 594 will exempt capital gains from state income tax. This bill includes updates to the Missouri property tax credit, also known as the circuit breaker tax credit. This will provide assistance to older adults and people with disabilities, including those who rent their homes.

#### **Transportation Trust Fund**

Bi State is finalizing its budget and PLB is on track to receive approximately \$1.2 million through the SB3 Transportation Trust Fund sales tax. This is administered by St. Louis County and passed through Bi State.

#### **One-time Grant Update**

A One-time Grant comprehensive update will be provided in July, after all year-end data is received from the agencies. Extensions may be required for a few services that were not completed in FY'25.

### **Compensation Study**

PLB will be completing a Compensation Study, which occurs every 3 years. The Administration Committee will approve the RFP and final results will be presented to the Board later this year.

### **Board Member Tours and Trainings**

Three agency tours were completed last month that focused on the spectrum of Employment Services that PLB funds. Future tours are being planned that will focus on Independent Supported Living Arrangements, Socialization, and Family Support Services. Trainings regarding Board roles and responsibilities, how to be a Board ambassador, and how to review financials and provide financial oversight are also in development.

Ms. Herschbach encouraged all Board members to attend the May Administration Committee meeting, during which the Operations Budget will be presented and discussed.

## **IV. Board Consent Agenda Items**

Mr. Brock 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, March 10, 2025 Productive Living Board Meeting Minutes
- B. Promise Community Homes – Request for Deferral of FY'25 Annual Loan Payments

#### **Loan Numbers**

PLB Loan #1328/10  
PLB Loan #1303/10

#### **Installment Due Dates**

May 10, 2025  
May 13, 2025

## **V. Financial Report – Don Kaufmann, Director of Finance and Administration**

### **A. April 30, 2025 Financial Report**

Mr. Kaufmann reported that the Statement of Revenue and Expenses reflects revenue of \$21.4 million. This is \$1.1 million higher than prior year and \$1.1 million below budget. The shortfall is based on the timing of delinquent tax collections received by St. Louis County. Overall, year-end revenue is expected to exceed the FY'25 budget. Administration expenses were \$1.8 million, which is \$26 thousand below budget.

\$18.1 million has been expended on Project Services. This is a \$2.7 million increase over prior year, primarily due to agency funding increases, improved utilization, and one-time grant reimbursements.

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

### **B. FY'26 Operations Budget Assumptions**

Mr. Kaufmann discussed the FY'26 PLB Operations Budget Assumptions and reported that no major adjustments are anticipated this year.

VI. Appointment of Nominating Committee – Dave Herman, Board Chairperson

Mr. Herman announced the appointment of the Nominating Committee. The Committee members are Lauri Koster – Chairperson, Melissa Garza, Curt Ittner and Dave Herman. The Committee will present the FY'26 slate of officers for approval at the June Board meeting.

VII. Standing Committee Reports

A. Executive Committee – Dave Herman, Chairperson

Mr. Herman gave a brief summary of the Executive Committee meeting.

1. Projected Non-Binding Tax Rates for 2025

Mr. Herman moved that the Board ratify the Committee's decision to approve reporting the following projected non-binding tax rates to the St. Louis County Clerk:

Residential Real Property	\$.058 per \$100 assessed value
Agricultural Real Property	\$.065 per \$100 assessed value
Commercial Real Property	\$.067 per \$100 assessed value
Personal Property	\$.090 per \$100 assessed value

Ms. Garza seconded the motion.

Mr. Kaufmann noted that the tax rates have been submitted to St. Louis County.

The motion passed unanimously.

B. Community Services Committee – Jasmine Chen, Chairperson

Ms. Chen gave a brief summary of the Community Services Committee meeting.

1. Community Services FY'26 Funding Recommendations

Ms. Meyer discussed the Community Services FY'26 Funding Recommendations.

a. Community Living FY'26 Services

Ms. Chen moved that the Board approve the FY'26 appropriations and associated conditions for the Community Living services, from the Unassigned Fund for a total amount not to exceed \$5,327,214. Ms. Koster seconded the motion and the motion passed unanimously.

b. Community Integration FY'26 Services

Ms. Chen moved that the Board approve the FY'26 appropriations and associated conditions for the Community Integration services, from the Unassigned Fund for a total amount not to exceed \$2,798,437. Ms. Wilson seconded the motion and the motion passed unanimously.

c. Professional Services FY'26 Services

Ms. Chen moved that the Board approve the FY'26 appropriations and associated conditions for Professional Services, from the Unassigned Fund for a total amount not to exceed \$903,711. Ms. Koster seconded the motion and the motion passed unanimously.

d. Support Systems FY'26 Services

Ms. Chen moved that the Board approve the FY'26 appropriations and associated conditions for the Support Systems services, from the Unassigned Fund for a total amount not to exceed \$7,961,414. Mr. Malin seconded the motion and the motion passed unanimously.

e. Community Transportation

Ms. Chen moved that the Board approve the FY'26 appropriations and associated conditions for the Community Transportation services, from the Unassigned Fund for a total amount not to exceed \$183,410. Mr. Brock seconded the motion and the motion passed unanimously.

2. Independent Supported Living Assistance (ISLA) Request for Additional FY'25 Funding – St. Louis Arc

Ms. Chen moved that the Board approve an additional appropriation for St. Louis Arc, PLB Service #1196/36 in an amount not to exceed \$49,455 for FY'25 from the ISLA Assigned Fund for a revised FY'25 total appropriation of \$1,244,013. Ms. Garza seconded the motion.

Ms. Meyer discussed the funding request. Stephanie Scott, VP of Support Services and Strategy at St. Louis Arc answered a question from the Board.

The motion passed unanimously.

C. Employment Services Committee – Scott Malin, Chairperson

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

1. Employment Services FY'26 Funding Recommendations

Ms. Meyer discussed the Employment Services FY'26 Funding Recommendations.

a. Employment Training FY'26 Services

Mr. Malin moved that the Board approve the FY'26 appropriations and associated conditions for the Employment Training services, from the Unassigned Fund for a total amount not to exceed \$2,386,391. Ms. Garza seconded the motion and the motion passed unanimously.

b. Employment Services FY'26 Services

Mr. Malin moved that the Board approve the FY'26 appropriations and associated conditions for the Employment Services, from the Unassigned Fund for a total amount not to exceed \$6,160,542. Ms. Garza seconded the motion and the motion passed unanimously.

c. Employment Transportation FY'26 Services

Mr. Malin moved that the Board approve the FY'26 appropriations and associated conditions for the Employment Transportation services from the Unassigned Fund for a total amount not to exceed \$2,186,234. Ms. Garza seconded the motion and the motion passed unanimously.

d. Agency Supports FY'26 Services

Mr. Malin moved that the Board approve the FY'26 appropriations and associated conditions for the Agency Supports services from the Unassigned Fund for a total amount not to exceed \$2,427,957. Ms. Garza seconded the motion and the motion passed unanimously.

e. Partnership for Hope for FY'26

Mr. Malin moved that the Board approve the FY'26 appropriation for Partnership for Hope from the Unassigned Fund for a total amount not to exceed \$200,000. Ms. Garza seconded the motion and 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 4:45 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.