

## **PRODUCTIVE LIVING BOARD**

### **BOARD MEETING MINUTES**

Monday, September 11, 2023

#### **BOARD MEMBERS IN ATTENDANCE**

Bob Wallace, Chairperson  
Scott Malin, Secretary  
Lauri Koster, Treasurer  
William Bolster  
Jasmine Chen  
Melissa Garza  
Curt Ittner  
Felice McClendon

#### **BOARD MEMBER ABSENT**

Michele Liebman, Vice Chairperson

#### **STAFF MEMBERS IN ATTENDANCE**

Becky Herschbach, Executive Director  
Jennifer Boedeker  
Gabrielle Buenger  
Tonya Dolenz  
Jake Goeke  
Glen Goldstein  
Lillie Gray  
Keith Harris  
Donald Kaufmann  
Emily Love  
Amy Meyer  
Melanie Noblett  
Shannon Reinert  
Kathy Williams

#### **GUESTS IN ATTENDANCE**

Twenty-eight guests were in attendance.

A quorum was present and due notice had been published.

Mr. Wallace called the meeting to order at approximately 4:00 p.m.

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

##### **Agency and Community Relations Specialist**

Emily Love was introduced as the new PLB Agency and Community Relations Specialist.

##### **End of Year Reporting**

The end of year reporting was completed by agencies in August. Staff are in the process of reviewing outcome and output data and working with agencies on any clarifications. The FY'23 Quality and Accountability Report, which summarizes this data, will be provided to the Board in December.

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Partner Review Meetings will begin soon. During these meetings Alliance staff meet with each agency to discuss the data they have submitted, service utilization and demand trends, capacity building needs, etc. In FY'23, Partner Review Meetings shifted from every year to at least every two years.

**Quarterly DMH Meetings**

The Alliance Executive Directors continue to meet with St. Louis area DMH Leadership quarterly, to find opportunities to work together and keep lines of communication open. The Center for Human Services, the new Service Coordinator provider in St. Louis County, is participating as well.

**Finance**

Anders completed the annual audit in August. They will present their findings to the Administration Committee at the end of September and to the Board in October.

**IT Updates**

Ms. Herschbach provided an update on the Help Desk services provided by PLB, which is part of the shared technology agreement with the Alliance.

In addition, it was reported that in conjunction with PLB's Cyber Insurance Provider, a series of anonymous phishing simulations will be conducted to ensure staff and PLB systems are successful in deterring cyber-attacks.

**Legislation**

St. Louis County is continuing their deliberation regarding the approval of a senior real property tax credit, authorized through Senate Bill 190. There is general support for helping seniors who are on fixed incomes, but the legislation has not been passed, partly due to lacking the specificity needed to effectively implement it.

**Open Forum for Comments from the Public**

No comments were made.

**Agency Overview** – Troy Compardo, CEO, Boone Center, Inc. and Jeremy Sutton, Chief Program Officer, Skills Center presented information about BCI Skills Center and PLB funded services and answered questions from the Board.

**Board Consent Agenda Items**

Mr. Bolster moved that the Board approve the consent agenda items as listed.

- a. Approval of the Monday, June 12, 2023 Productive Living Board Meeting Minutes
- b. Approval of the Tuesday, July 18, 2023 Productive Living Board Retreat Minutes
- c. Approval of the Thursday, August 31, 2023 Productive Living Board Retreat Minutes

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d. Promise Community Homes – Request for Deferral of FY'24 Annual Loan Payments

<u>Loan Numbers</u>	<u>Installment Due Dates</u>
Loan #1377/10	July 21, 2023
Loan #1331/10	August 8, 2023
Loan #1350/10	August 14, 2023
Loan #1295/10	September 8, 2023
Loan #1393/10	September 19, 2023
Loan #1395/10	September 19, 2023
Loan #1379/10	September 22, 2023
Loan #1381/10	September 22, 2023
Loan #1017/75	September 30, 2023
Loan #1023/00	September 30, 2023
Loan #1046/75	September 30, 2023
Loan #1056/75	September 30, 2023

e. Lafayette Industries North, Inc. – Request for Deferral of FY'24 Annual Loan Payment

<u>Loan Number</u>	<u>Installment Due Date</u>
Loan #3099/75	September 30, 2023

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

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

Due to PLB's annual year-end audit, there was no financial report.

**Administration Committee Report**

**Administration Committee Meeting Tuesday, June 27, 2023**

**Board Information Item**

Request for Proposals (RFP) for Banking Services for FY'24 to FY'28

PLB Policy requires banking services to be reviewed and an RFP be issued at least every 5 years.

The Administration Committee approved issuing an RFP for Banking Services for FY'24 to FY'28.

**Administration Committee Meeting Tuesday, August 29, 2023**

**Board Action Item**

1. Banking Services Proposals

Mr. Bolster moved that the Board approve continuing PLB's banking services with Commerce Bank through FY'28.

Mr. Ittner seconded the motion.

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Mr. Kaufmann discussed the Banking Services Proposals.

The motion passed unanimously.

### **Board Action Items**

#### 1. FY'24 Strategic Initiatives Approval

At the Board Retreat on July 18, 2023 and on August 31, 2023, the Board discussed the FY'24 Strategic Initiatives.

Mr. Malin moved that the Board accept the FY'24 Strategic Initiatives as presented.

Mr. Bolster seconded the motion.

Ms. Herschbach discussed the FY'24 Strategic Initiatives.

The motion passed unanimously.

#### 2. FY'24 Additional Funding Increase

At the Board Retreat on July 18, 2023, the Board approved an additional FY'24 funding increase.

Mr. Ittner moved that the Board approve the additional FY'24 funding increases as presented.

Mr. Bolster seconded the motion.

Mr. Kaufmann discussed the FY'24 additional funding increase.

The motion passed with Ms. Garza abstaining.

### **New Business**

No new business was discussed.

There being no further business before the Board, the meeting adjourned at approximately 4:40 p.m.

Respectfully submitted,

DocuSigned by:  
  
140868478587409  
Scott Malin, Secretary

As recorded by Kathy Williams, Executive Administrative Assistant

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