

Cape County Board for the Developmentally Disabled

Regular Meeting

6:30 p.m. October 10, 2023

Cape Girardeau Public Library, Cape Girardeau, Missouri

Members Present: Bill Ramsey, Debra Followell, Steve Naeter, Dixie McCollum, Tameika Morris, Traci Ritter, Karen Fornkahl, and Julie Metzger.

Members Absent: Beth Emmendorfer

Meeting was called to order at 6:35 PM by Chairperson Steve Naeter.

Dixie McCollum made motion to approve agenda; seconded by Karen Fornkahl. All approved.

Approve minutes: Traci Ritter made motion to approve September 2023 meeting minutes; seconded by Dixie McCollum. Karen Fornkahl abstained from vote, stating she was not present in the September meeting. All other attending board members approved.

Public Comment:

Maria Marzucio, Southeast Missouri Program Director for the Down Syndrome Association of Greater STL, introduced herself and talked to board about the programs the association are currently doing in SE Missouri and stated the organization would like to propose partnering with the board on additional projects. Information was provided regarding grant application and our website.

Jeremy Rowland and Ken Palemo, representing Catholic Charities, reviewed a list of Action Steps CC is implementing to improve communication and service provision.

Treasurer Report:

Prior to the meeting, Traci Ritter, Treasurer, emailed report and noted purchase orders that had been paid since last meeting to board members. Traci discussed a letter received from VIP requesting confirmation of balance owed to the board. Traci reviewed records and determined the amount of \$814,200 was correct balance due on workshop properties sold to VIP. Dixie McCollum moved that we accept the treasurer's report. Julie Metzger seconded. All approved.

Traci Ritter addressed previous email concerns and stated emails are being received currently.

Consider MOUs with other agencies for ongoing support of programs:

Steve Naeter spoke to members of the public and stated MOUs will be used with agencies for funding successful programs with repetitive expenses year after year. A MOU allows the board to provide for ongoing costs an agency incurs while providing programs and services that are proving to be beneficial for county residents with a developmental disability. An agency would still need to complete a grant application to fund initial cost of a new project/program proposal. Board discussed process for agencies to follow. MOU requests will follow the same cycle as in place for grant request. To enter into a MOU, an agency will send a letter requesting a MOU (for this year by January 1, 2024) detailing financial obligations- routine costs and maintenance, ongoing fees, item purchases or replacements, etc. that are

required on an annual basis to continue services and programming. After initial MOU is approved with date of expiration, an agency will annually write letter of interest to request the MOU continue.

Grant Proposals:

Catholic Charities representatives stated they will write a letter for board to consider MOU to continue funding for Home Build and Employment Coordinator.

Tailor Institute will resubmit grant request to fund new Family Support Group program. TI will write letter to request MOU to continue funding for programs that are ongoing.

Update from Community Resources Committee:

Traci Ritter reported on meetings and issues/concerns brought to committee. She emphasized the board will work together to facilitate changes needed and ways our board can help with next action steps for CCBDD. She discussed CC Action Steps that have been put in place to help ease some of the concerns. The committee is still seeking contact with various organizations/groups in our community and trying to meet with their representatives to further explore needs and ways we can provide and promote supports for families.

Review By-Laws:

The board reviewed and discussed revision of By-Laws. The board did first reading of changes proposed. Wording in Article IV is pending attorney review. The second reading is expected to be done in November meeting and By-law revision approved by the board.

Adjourn to Closed Session:

7:45 p.m. Traci Ritter made a motion to go into closed session-Legal Purposes, Authority is Section 610.021, Para 1,3,13 & 14 Revised Statutes of Missouri as Amended. Dixie McCollum seconded. Roll call vote, all affirmative. Board reviewed and discussed legal contract. Dixie McCollum moved to go out of closed session at 8:05 p.m. Seconded by Julie Metzger. All approved through roll call vote.

Next Meeting Date: Regular Meeting – November 14, 2023

Motion to adjourn meeting was made by Traci Ritter and seconded by Julie Metzger. All approved.

Meeting adjourned at 8:05 p.m.

Respectfully Submitted,

_____ Date _____

Debra Followell, Secretary

_____ Date _____

Steve Naeter, Chairperson

*CCBDD original signed documents are retained on file.