

MINUTES
BOARD OF DIRECTORS
PLATTE COUNTY BOARD OF SERVICES

Tuesday, March 17, 2026

This meeting was held in person and via Zoom

Members Present: Dr. Michael Shafe, Jeff Koski, Nancy Felix, Sandra Thomas, Blake Sherer, Stuart Anderson

Members Absent: n/a

Members Present On-line: Dr. Jeffrey Kingsley, Susan Finn, Adam Tholen

Staff Present: Diane Bickham, Drew Ehrlich, Martha Jaynes, Chad Sinnwell, Tim Coleman, Nikki Peterson, Jeff McMillian

Guests: Christi Carlson – Center for Human Service, Cassidi Jobe – Summit Future Foundation; Amy Allison – The Farmer’s House; Kimbal Mothershead – VSI; Cathy Huddleston – NTRC; Jessi Conner & Shayla Mendy – Park Hill School District; Amanda Myers – Down Syndrome Innovations

Call to Order: The meeting was called to order at 6:02pm by Dr. Shafe.

Roll Call and Pledge of Allegiance: Guests were welcomed and introduced. The Pledge of Allegiance was recited.

Approval of PCBS Board Minutes - February 17, 2026: A motion was made by Sandra Thomas and seconded by Blake Sherer to approve the meeting minutes. Motion passed unanimously.

Approval of Finance Committee Minutes - March 10, 2026: A motion was made by Dr. Shafe and seconded by Jeff Koski to approve the meeting minutes. Motion passed unanimously.

Approval of PCBS Board Agenda – March 17, 2026: Dr. Shafe proposed an amendment to the meeting agenda to include an action item regarding funding recommended by the PCC Board. Sandra Thomas moved to approve the agenda as amended, seconded by Nancy Felix. The motion was approved.

Approval of PCC Funding Grants

The PCBS Board reviewed the information provided by Drew Ehrlich during the PCC Board meeting where it was approved and carried over to this PCBS Board meeting. Drew recommended two 2026 funding grants from The Catayoc Family Trust of Platte County Connections to PCC to support the grant program, for review and a BOD vote:

1. \$10K annual distribution. This was indirectly authorized when the PCC budget was approved, and consistent with the four years this grant program has been active.
2. \$20K incremental distribution, intended to be on-time, to address service gaps caused by the State of Missouri’s recent transition from the Autism Project to the Family Flexible Assistance Program (FFAP). The PCC funds are approved to support ~20 families, with a \$1,000 cap per recipient, for therapies, equipment, and other qualifying needs. Intention is to increase max to 2K (matching FFAP funding) at the next Finance Committee meeting.

PCBS/PCC remains a funder of last resort. Grant applicants must demonstrate two failed attempts at funding from other sources, though an FFAP rejection letter is enough to tap the incremental funds.

A motion had been made by Bill Bing and seconded by Blake Sherer to recommend approval of the \$30,000 in grant funding. The motion had passed unanimously.

Given the relationship between PCC and PCBS, a motion was made by Sandra Thomas and seconded by Nancy Felix to confirm approval of the additional \$30,000 funding during the PCBS Board meeting.

A roll call vote was called for and the Board members voting was as follows:

- Dr. Michael Shafe – Yes; Jeff Koski – Yes; Nancy Felix – Yes; Sandra Thomas – Yes; Blake Sherer – Yes; Dr. Jeffrey Kingsley – Yes; Susan Finn – Yes; Adam Tholen – Yes; Stuart Anderson – Yes.

The motion passed unanimously (9-0).

Discussion occurred regarding Sunshine Law compliance and the Board's authority to act on the item following its addition to the agenda. Clarification was provided that action was permissible.

Community Partner Presentation – Down Syndrome Innovation

Amanda Myers, Director of Employment Services, presented an overview of the DSI service model, with a focus on employment and expansion into Platte County. She described a continuum of services designed to support obtaining and maintaining competitive integrated employment, including job readiness training, individualized job development, and ongoing support services. Data was shared regarding current participation levels and the number of individuals served within Platte County.

Resource Specialist Report – CHS

Christi Carlson reported that intake activity for January and February remained consistent with recent trends, with four new intakes each month, and that 194 individuals were served in February. She provided updates on core service functions, including assistance with person-centered planning, community resource navigation, and Medicaid application support. Christi noted that two individuals successfully obtained Medicaid and transitioned to service coordination. Christi also outlined recent changes to the Lopez waiver process, now administered directly by the state, and described ongoing implementation challenges affecting families. Discussion included funding variability and system gaps, particularly related to the Family Flexible Assistance Program (FFAP), which requires annual reapplication and creates uncertainty for families.

Public Comments

No public comments were made.

Park Hill Transition Center

Jessi Conner & Shayla Mendy presented development of an expanded transition program for students ages 18–21 in Park Hill School District. The presentation outlined the need for additional space, community-based training opportunities, and supports to address increasing student enrollment and transition needs. No formal request or funding proposal was made, and no action was taken. The Board indicated interest in continued discussion at a future time.

Roof Update

Adam Tholen provided an update regarding roof and HVAC work on the PCBS Admin building, including coordination of curb fabrication and installation timelines to ensure proper system integration and weatherproofing.

CEO Report

Martha Jaynes highlighted recent legislative advocacy efforts, including participation in Disability Legislative Day and updates on the Department of Mental Health rate study, noting that previously proposed funding cuts had been temporarily withdrawn. Martha reported on state fire marshal inspections of group homes and the work to investigate corrective actions currently in progress. She also provided updates on the upcoming "Share Your Story" event, recent media coverage, storm-related property damage and response efforts, and follow-up data related to prior grant funding for transportation services.

CFO Report

Drew Ehrlich reported \$10.6M in cash/CDs, representing 9.3 months of operating reserves, with minimal liabilities and no long-term debt. Although reserve months are the lowest since 2017, PCBS has grown significantly, with reserves increasing from \$5.3M (2017) to \$10.6M currently, and the operating budget expanding from \$7.5M to a projected \$13.5M in 2026.

February revenues were ~\$205K favorable, largely from increased waiver service billing. A potential NetSuite revenue mapping issue will be monitored. Higher training and travel expenses reflect conference registrations and legislative advocacy activities.

A Disability Awareness Month community event, Share Your Story, will replace the billboard campaign. Rebekah Taussig will be the keynote speaker at cost of \$6K, partially offset through sponsorships from CHS, UMKC, and Whole Person.

Additional Financial Updates

PCBS is transitioning retirement plan services to Opus Group/Lincoln Financial, expected to reduce employee retirement plan fees by ~50%. There will be a blackout period 3/24-4/27 where employees cannot view balances and no transactions will be made.

Miller Group is serving as the new commercial insurance broker and is soliciting bids from multiple carriers, including two potential competitive bids. These are expected shortly. Discussion included possibility of separating coverage categories depending on available bids.

PCBS has received formal approval from the Social Security Administration that we were accepted as Representative Payee for two new consumers, with one pending (potential total of 21).

A motion was made by Dr. Kingsley and seconded by Dr. Shafe to recommend approval to the full board. Motion approved unanimously.

Funding Request - Northland Connections NDC

Northland Connections NDC requested \$10,650 in funding to support relocation to a larger space at Zona Rosa. The Finance Committee recommended approval following review of expense projections. Discussion focused on the Northland Connection NDC service demand, including increased participation and expanded program offerings, as well as the proportion of individuals served who are Platte County residents.

A motion was made by Sandra Thomas and seconded by Nancy Felix to approve funding. Motion approved unanimously.

Board Policies – Discussion for Consideration

The Board reviewed proposed Board policies and discussed moving them forward for approval. During discussion, it was determined that additional revisions and updates were needed before formal adoption. The Board agreed to incorporate the identified changes and bring the revised policies back for consideration at the next Board meeting.

With no further business to discuss, a motion was made by Sandra Thomas and seconded by Jeff Koski to adjourn the meeting. The meeting was adjourned at 7:55pm.

Respectfully Submitted:

Board Secretary, Dr. Michael Shafe'

Written by: Tim Coleman, Executive Support Assistant