

Missouri Association of Sheltered Workshop Managers

GENERAL MEMBERSHIP MEETING MINUTES

Friday, April 8, 2011

Country Club Hotel, Lake Ozark, MO

- I. **CALL TO ORDER** at 9:00 a.m. by MASWM President, Bill Barr (Camdenton) who welcomed those in attendance and asked all to join in the recitation of the Pledge of Allegiance.

II. **MEETING ATTENDANCE HISTORY**

	<u>YEAR 2010</u>	<u>YEAR 2011</u>
Jan.	41 Workshops w/9 Associates	67 in attendance w/Guests, Managers and Associates
Apr.	47 Workshops w/12 Assoc, Guests, & Staff	37 Workshop w/18 guests
Jul.	No General Membership Meeting	
Oct.	47 Workshops w/4 Associates	

III. **GUESTS/ASSOCIATES IN ATTENDANCE**

Fulvio Franzi, Director, Extended Employment (E.E.) Sheltered Workshops;
Gary Schneider - DESE Area Technical Field Supervisor
Bill Kaltenborn - DESE Area Technical Field Supervisor
Leslie Miles, Associate Member with A.J. Gallagher, Admin. for S.W.I.M.

- IV. **MINUTES** by Secretary Robert Engemann (Marthasville)
Minutes from the January 25, 2011 meeting in Jefferson City were presented. A motion was made by Eric Giebler, with a second by Bob Koch to accept the minutes as presented, motion passed.

- V. **TREASURER'S REPORT** by Treasurer Dee Froneyberger (St. Louis County)
Detailed financials were presented for the 3rd quarter by Treasurer Dee Froneyberger. She noted the bank balance in Central Bank and Commerce Bank and the balance of the CD and discussed the Revenue Statement and the Budget Comparison. A motion to accept was made by Harvey Cooper and seconded by Stan Shurmantine. After a vote, this motion was approved.

Treasurer Froneyberger reviewed the proposed 2011-2012 budget that was approved by the MASWM Board of Directors on 4/6/2011 noting that the Legislative Consultant's contract retainer was increasing from \$20,400 to \$24,000 and the fee for workshop dues would increase from \$4.00 to \$5.00. A motion was made by Jim Guyre and seconded by Brian Hogan. This motion was approved unanimously.

VI. **DESE REPORT** by DESE-EESW Director Fulvio Franzi (Jefferson City)

Mr. Franzi reported that the total available amount of funds for the Sheltered Workshop program in FY-11 is \$24,040,205. The amount requested and paid for the first ten (10) months is \$21,732,912, at an average monthly rate of \$2,173,291. With the remaining and available balance of \$2,308,009, the projected shortfall is .93 months or 18 days. There is no clear indication as to where the FY-12 budget for the Sheltered Workshops will be since it is still being discussed and finalized in the legislature.

He reported that recent DOL audits continue to indicate that accurate and verifiable prevailing wages, time studies establishing standards, piece rates, hourly rates and worker evaluations are their main areas of review. He reminded the group that hourly workers paid at a commensurate rate must have a performance evaluation done at least once every six (6) months. Recent DESE Field Audits indicate that there are still some Managers that have difficulty grasping the necessity of this requirement which exposes the organization to possible back wage liabilities.

Mr. Franzi also noted that DESE will conduct a New Manager Training seminar on May 19, 2011 from 9:00 am to 4:00 pm in Jefferson City at the Truman Office Building. This training will include topics covering the purpose and operation of Sheltered Workshops, Board/Manager relationship, DESE regulations, application/submittal for DESE funds, US DOL withholding requirements (time studies, piece rates, hourly rates, evaluations, etc.), USDOL OSHA (required programs, training, record keeping, etc.) and a host of related operative topics. He encouraged managers to attend and reported that space was limited.

He also reported that the Sheltered Workshop Section has been requested to review the current regulations and are in the process of doing this. He thanked all the Workshop Managers that participated in the Transition Survey that received a 66% response. Results of the survey are attached to these minutes.

He reported that he has had a number of requests for information on salaries and related benefits. He has prepared a salary survey that will be sent to workshop managers by way of email and will be totally confidential and asked for participation. The last time this type of survey was sent out was in 2008.

VII. **LEGISLATIVE REPORT**

President Bill Barr reported that a written report was provided by Mo McCullough in his absence. The reports outlines progress to date of legislative issues including that the Senate Appropriations Committee took up the Budget on April 6 and that HB 2 should have come up that same week. Currently the MASWM funding is at 24.7 million. He reported that there has not been any discussion about reducing the sheltered workshop budget. HB106 which deals with county boards but was mistakenly titled that it dealt

with sheltered workshops is dead for the session. HB648 which changes all references of mentally retarded to developmentally disabled in current state law is moving through the process as a consent bill. HB 1004 which came out on 4/1 and deals with repealing obsolete education sections in current state law was mistakenly written to de-fund sheltered workshops. This wording will be changed as soon as possible.

VIII. COMMITTEE REPORTS

A. Marketing Committee – Randy Hylton (Liberty), absent, no report.

B. Training Committee – Aaron Martin (Grandview), absent.

It was reported that the training was very good - that there were shorter one hour sessions on IFF and CLAIM. Also, DESE had made a presentation as well as Missouri Rural Services.

C. Conference Committee – Bob Koch, Vice President (Washington)

Mr. Koch reported on upcoming events for MASWM; The 2011 Summer Board meeting will be held in Columbia, Missouri at the Columbia Workshop in late July (date to be determined). The Fall 2011 meeting will be held in Branson on October 3-5 at the Radisson Hotel and the 2012 Winter meeting will be the last week in January to correspond with Randy Hylton's calendar. We will also try to obtain a room at the Governor Hotel for this meeting in order to be closer to the Capitol.

D. Nominating – Eric Giebler (Sullivan) reported that the Area Directors were voted on and installed on Friday, April 7, 2011 and will serve a two-year term. They are as follows:

Area I - Mary McAdams - Rockport
Area II - Aaron Martin - Grandview
Area III - Brent Blackwell - Carrollton
Area IV - Judd Chestnut - Lamar
Area V - Connie Thurman - Monroe City
Area VI - Bruce Young - Columbia
Area VII - Eric Giebler - Sullivan
Area VIII - Sharon Tyger - Houston
Area IX - Jim Guyre - Hazelwood
Area X - Harvey Cooper - Sikeston

IX. OTHER MASWM REPORTS

S.W.I.M. – Stan Shurmantine, SWIM Board President reported that, pending Dept. of Insurance approval, a distribution to current SWIM members will be made at the SWIM Annual Meeting which will be held in Columbia on May 20, 2011 at the Holiday Inn Executive Center.

X. **OLD BUSINESS**

None

XI. **NEW BUSINESS**

President Bill Barr asked the group assembled if there were any new ventures at any of the workshops. It was reported that there are a wide variety of ventures going on around the state including:

- Curbside Recycling
- Ice Business
- Bagging Mulch and top soil
- Wood Pallets
- Thrift Stores
- Building Picnic Tables
- Green Houses
- Document Destruction
- Dollar Stores
- Mobile Dumpsters
- Mobile Shredding
- Laundry Service
- Auto Detailing
- Scanning Documents
- Mobile Car Wash

XII. **ADJOURNMENT**

Motion to adjourn was made by Eric Giebler and seconded by Jim Guyre. Meeting adjourned at 10:45 a.m.

Respectfully submitted,

Sandra Boeckman and Bob Engemann