

Missouri Association of Sheltered Workshop Managers

GENERAL MEMBERSHIP MEETING MINUTES

Friday, October 5, 2011
Radisson Hotel, Branson, MO

- I. **CALL TO ORDER** at 9:00 a.m. by MASWM President, Bob Koch (Washington) who welcomed those in attendance and asked all to join in the recitation of the Pledge of Allegiance. After the Pledge, individual introductions were made by all in attendance.

MEETING ATTENDANCE HISTORY

	Year 2010	Year 2011
January	41 workshops with 9 associates and guests	67 workshops with guests, managers and associates
April	47 workshops with 12 associates, guests and staff	37 workshops with 18 guests
July	no general membership meeting	no general membership meeting
October	47 workshops with 4 associate members	55 workshops with 4 guests and associate members

GUESTS/ASSOCIATES IN ATTENDANCE

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

- II. **MINUTES** by Secretary Robert Engemann (Marthasville)
Minutes from the April 8, 2011 general membership meeting in Lake Ozark were presented. A motion was made by Deborah Hostetter (St. Louis), with a second by Stan Shurmantine (Independence) to accept the minutes as presented, motion passed.
- III. **TREASURER'S REPORT** by Treasurer Dee Froneberger (St. Louis County)
Detailed financials were presented for the 4th quarter (end of fiscal year) by Treasurer Dee Froneberger. 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. She also discussed the ACCESS billing that was paid after the end of the fiscal year. She reviewed the workshops that were unpaid and discussed the Audit report. A motion to accept was made by Tom Miller (Stanberry) and seconded by Jeff Jones (Carthage). After a vote, this motion was approved.
- IV. **LOBBYIST/LEGISLATIVE REPORT** by Randy Hylton (Liberty)

Mr. Hylton first discussed the report out of Washington to repeal the 14C legislation. He reportedly sent an email to the membership about describing these changes and asked that the membership call their legislators in Washington.

Mr. Hylton also reported that he had met with Rep. Ryan Silvey to discuss funding the sheltered workshops. It was noted that Mr. Franzi had requested full funding for Workshops however, DESE; requested the same amount as FY11. (A full funding request must come from either DESE or from the Governor's office). Mr. Hylton reported that he and Legislative representative Mo McCullough would meet with the Governor's office to ask for a supplemental budget for FY2012 and for full funding for FY13.

Also discussed was legislation introducing a name change from Sheltered Workshop to Community Rehab program or Community Employment provider or Facility Based Employment. This item will be discussed further at the Board's to Strategic Planning Session.

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

Mr. Franzi introduced the new Regional Field Technician Dan Gier who will provide oversight and technical assistance to the south-central district. He discussed the budget, noting that there will be a possible shortfall of about 1.34 months or 30 working days.

He reported that current data indicates a total census of 7,062 persons actively employed in 91 workshops throughout the state – this is a decrease of 138 employees as compared the June 30, 2011. However, full time equivalent has increased from 5,762 to 5,826. Persons on the waiting list have increased from 1,075 to 1,168.

He also discussed the Department of Labor's audits that are conducted in workshops focusing on prevailing wage and time studies. He noted that recycling grants will be offered from DNR and an information meeting will be held on Oct. 14 in Jefferson City for more information to interested parties.

He reported that field audits will be conducted prior to the expiration of the Certificates of Authority, however with the absence of one DESE employee, this process may take some time. He also distributed the "Manager's Salary Survey" that contains very useful information for managers and thanked everyone that participated. There were 91 surveys sent and 87 responses

VI. **COMMITTEE REPORTS**

A. **Legislative – (see above report)**

B. **Marketing Committee – Randy Hylton (Liberty)** reported that the newsletter is in the works for the issues that will be distributed to legislators in January and asked for articles and photos. He also reported that he has a draft of "Sponsorship Opportunities" as well as an "Associate Member Application" that he will review and

revise before the planning session. He noted that he would like to implement an awards/recognition program for managers.

- C. Training Committee – Aaron Martin** (Grandview) reported that the January training would be on legislative issues and the Board was holding a Strategic Planning session in November in Columbia.
- D. Membership– Dee Froneberger** (St. Louis County) had no further report.
- E. Conference Committee – Bob Koch**, (Washington) - The following dates were reported for upcoming programs:

January 23-25 WINTER MEETING
Truman Hotel, Jefferson City, MO

April 4-6 SPRING MEETING
Country Club Hotel, Lake Ozark, MO

- F. MoDOT REPORT – Sandra Boeckman** reported that to date (2011) \$3,300 had been received for bin rentals and \$19,800.00 received from MoDOT for administering the program. She reported that MoDOT’s legal department was trying to write regulations about the number of bins that could be rented by one entity; but other than that the program was running smoothly.

VII. OTHER MASWM REPORTS

S.W.I.M. – Stan Shurmantine, SWIM Board President reported that there will be a SWIM Board meeting on December 9th and Safety Training in 2012.

VIII. OLD BUSINESS

Administrative Position: President Bob Koch explained the formation of the Administration Position and the duties that was instituted by the MASWM Executive Committee. He also reported that a job description will be formulated during the Strategic Planning Session and an RFP will be prepared if needed. After discussion, a motion was made by Randy Hylton and seconded by Eric Giebler to renew the contract with S & J Management for the Administrative Position for 2012 with the understanding that an RFP will be sent out. On a vote, this motion was approved by the membership.

IX. NEW BUSINESS

Training/Certification of Workshop Staff: It was reported that there should be training for Supervisors and Management staff.

AIM Stan Shurmantine discussed membership in Associated Industries of Missouri (AIM); however, AIM (Associated Industries of Missouri is the premier business trade association in Missouri) does not currently have a membership that would include not-for-profit associations.

DMH: Stan Shurmantine reported on the progress of the “Services Ad Hoc Advisory Team” that he serves on with Bernie Simons, Director, Division of Development Disabilities. This group is currently working to create jobs and there is a training session planned for January.

X. **ADJOURNMENT**

Motion to adjourn was made by Deborah Hostetter and seconded by Jim Guyre. Meeting adjourned at 11:53 a.m.

Respectfully submitted,

Sandra Boeckman and Bob Engemann