

Tri-Valley Developmental Services, Inc.
Minutes of the Board of Director's Meeting
TVDS Administrative Office, 521 W. 35 CH Pkwy, Chanute, KS 66720
November 16, 2017

Present: John McRae, Mali Ziglari, Karen Vallier, Steve Sewell, Susan Jones, John Scovill, Margaret Bideau, Leo Gensweider, Peggy Leis

Not Present: Charles Sheedy, Ken Anderson, Mark Ward

Staff Present: Tim Cunningham, Bill Fiscus, Tricia Campbell

1. Call to Order

Chairman John McRae called the meeting to order at 6:15 pm.

2. Adoption of Agenda

Motion made to adopt the proposed agenda (Susan Jones/ Leo Gensweider). Motion passed.

3. BowerCom Presentation

Lori Bower and Jo Hoffman of BowerCom gave a presentation on the proposed logo. The first phase is for the board to approve the proposed branding and logo. The next phase will deal with the communication plan. Steve requested a copy of the plan; Ms. Bower gave the board a brief rundown of the plan. If the board approved the logo and branding, we would introduce it to staff in February with a community launch planned for March.

Motion made to approve the logo and branding and have BowerCom continue to work on the communication plan (Steve Sewell/Karen Vallier). Motion passed.

4. Minutes of Last Meeting

The minutes from the August 24, 2017 meeting were presented. Tim Cunningham provided follow-up for a few items. Tim and Debi Cramer (Director of Case Management) will meet with local Special Ed teachers in December. We will provide lunch for the teachers and discuss Tri-Valley services. We will also leave letters for the teachers to give to parents about our services. During the August meeting, Tim gave a brief rundown of the application history for FY17. Tim has some follow up information. Last year, we hired 50 out of the 325 applicants. John Scovill asked of that 50, how many were retained. Tim will look into it. Motion made to approve minutes as presented (Peggy Leis/John Scovill). Motion passed.

5. Audit

Meta Titel, of Jarred, Gilmore & Phillips, presented the audit results for FY17. Overall, the audit was a clean opinion. The auditors did have one suggestion that we have already implemented. Tim is now opening and reviewing the bank statements first. Motion made to approve the audit

(Susan/John S.). Motion passed. Tim thanked Bill Fiscus and Michelle Reddick for their work with the auditors. Michelle did a major percentage of the prep for the audit and she did a great job. During the exit interview, Tim was told that we are a good example of how an agency should be run on the financial side. Steve asked about putting the audit out to bid. We are currently in a cycle of putting the audit out to bid every two years.

6. Treasurer's Report

Bill Fiscus presented the financial statements for the period ending October 31st. Motion made to approve the report (Leo/Karen). Motion passed.

7. Comments from Groups or Individuals

None

8. Executive Director's Report

- a. Tim Cunningham gave an update on the Kansas Supreme Court ruling on the Gannon court case regarding school finance. The court ruled that the 2017 legislative plan for school funding was inadequate. The legislators now have to come up with additional funding for schools, which could affect our 4% increase. Hopefully, with the state revenues being up, the state will have enough to cover the schools. If not, there will be cuts in state funding, since a number of legislators have stated that they will not raise taxes.
- b. A little while back, Families for KanCare Reform sent out surveys to families and guardians. They received 256 responses. Tim gave a rundown of the survey responses. Hopefully, the responses will help with the fight against the state on care coordination.
- c. The Friends of Tri-Valley Foundation accepted the donation of the Faith House which is located on 1531 S. Evergreen in Chanute. This donation brings the number of houses to nine that are owned by the Foundation. The house will need some remodeling before it is ready for individuals to move in. We are in the process of finding out the cost of the remodel. A number of things were left behind by Faith House. Clients were given first opportunity for the items, than staff. The remainder of items will be donated to Orange Swan.
- d. Tri-Valley received a grant in the amount of \$2,150 from the Fort Scott Area Community Foundation in November. The money will be used to purchase new computers for the Fort Scott Service Center Computer Lab.
- e. This October, six employees from Tri-Valley attended the annual InterHab conference. It was a very good conference. Tim would like to see Coordinators and Direct Care Staff attend next year; they would come back with a lot of good ideas.
- f. Before a new individual can work in the Service Center, they must receive counseling from the state. The problem is that the state, even though they have known about this for a year, does not have a process in place. When contacted last week, the state stated that they had turned the matter over to the agency with whom they have contracted for counseling services. As a result, our four new individuals have been unable to work. One of the new individual in Fort Scott has been having some behavioral issues. As a result, he is working

but at minimum wage, which is allowed. Hopefully, by doing giving him something to do, the behavioral issues will stop. This change to the Vocational Rehab system is causing problems statewide.

9. CDDO Report

- a. We have had no crisis requests since the last board meeting.
- b. KDADS has apparently changed the way they handle foster care funding. They are now saying that HCBS funding ends when a foster child received permanency through guardianship. No notice of action was sent out prior to the change, which was in September. For the case in question, we are in the process of appealing the state's decision.
- c. Disability Mentoring Day was held on November 8th in Humboldt with the ANW Coop. We had thirty three high school students, which was the largest group we have ever had. Amerigroup provided lunch. Disability Mentoring Day will be held in Fort Scott in December.
- d. Kathy attended the InterHab conference. It was good and afforded her the opportunity to network with other CDDOs across the state.

10. Friends of Tri-Valley Foundation

- a. We recently sent out the 4th mailing for the 18th Annual Raffle Drawing. Bids for this year's prize were sent out to all the local dealerships. The winning bid was from Merle Kelly Ford for a 2018 Ford Platinum Edition F150 truck. We are once again polling entrants for their opinion on which color the truck will be. Right now, it is a tight race, with White Gold in the lead. We have sold 210 tickets. We are just shy of \$10,000.
- b. The date and location of the Cruise Night 2018 has been set. Cruise Night will be on April 10, 2018 at the Central Park Pavilion in Chanute.
- c. The annual golf tournament has also been set. It will be May 19th at Prairie Ridge @ Horizons golf course north of Erie.
- d. We are in the midst of Christmas card sales. We have sold 21 sets so far. All money from the cards goes to the Life Enrichment Program at Tri-Valley.
- e. Since the last board meeting, Tri-Valley has received \$2,080.43 in donations.

11. Old Business

None

12. New Business

12.1 KanCare 2.0

a. Overview

The current KanCare program ends on December 31, 2018. So the state will have to sign new contracts with the MCOs for KanCare to continue on January 1, 2019. The state has released the RFP that they will send out to the MCOs. This Tuesday, a several Tri-Valley directors went to Pittsburg for a question and answer session on KanCare 2.0. There are two big issues: case management and conflict of interest. On the case management issue, the state wants to create service coordinators.

They want the MCO Care Coordinators to provide the services that our case managers provide. What they are doing is duplicating our system for other waivers. We may be able to keep case management but there might be certain limitations. These limitations could be: 1) case management has to be separated from the CSP; 2) MCOs could have the right to limit the client case load number (for example, current caseload is 30 but the MCO comes in and reduces the number to 3); 3) allow the MCO to place limits on services (we have been promised in the past that services would not be cut); 4) MCO would have responsibility of referral instead of the CDDO; and 5) they could set unrealistic deadlines.

The second issue is conflict of interest. The state is saying it is a conflict of interest for a CDDO to be a part of service provider. It is their thought that CDDOs need to be independent entities. The state would like to leave it up to the MCO to determine if there is a conflict of interest. Based on three state audits, there has been no evidence found of any conflict of interest.

b. Possible Need to Create Subsidiary

With both these issues, Tim wanted to explore the possibility of forming subsidiaries for both case management and CDDO. Each subsidiary would probably need to change names, have separate boards, and separate locations. The feds have left some flexibility in the definitions for conflict of interest. One area of flexibility is for rural areas with limited providers. The MCOs might be willing to work with providers on both of these issues.

InterHab has been working to create carve out legislation that will be introduced in January to the state legislature. We have support for the legislation. InterHab is working with legal team on these issues. They are setting up meetings with the MCOs to see if we can work together. The system works well. We are in a holding pattern for the moment. However, Tim may come to the board in December and ask for permission to start talking with legal and the accountants about creating subsidiaries.

12.2 Christmas Bonus

Every year, the Board has been generous to give out Christmas bonuses to staff. This year, Tim proposed giving all staff a bonus of \$150. With taxes included, the bonus would run \$192.79 per person. The total amount would be \$15,809. Last year, we gave an \$100 Christmas bonus. Motion made to approve the \$150 Christmas bonus for all staff (Leo/John S.). Motion passed.

12.3 Employee Christmas Savings Plan (ESCP)

Tim and Bill asked the board for permission to create a Christmas Savings Plan for all employees. Interested employees would request an amount to be taken out of each pay check. The money would be deposited into a TVDS ESCP bank account. The money would be paid to staff no later than December 1st of the plan year. We have been approached by several employees to implement a plan like this. The account wouldn't

cost anything; it would be a separate account. Motion made to approve the creation of the Employee Christmas Savings Plan as proposed (Steve/Margaret Bideau). Motion passed.

12.4 Board Participation

Tim attended a very interesting workshop at the InterHab conference on board participation. One of the things discussed at the workshop was conducting a survey of your board members. Tim will draft a survey and bring it to the next board meeting.

12.5 Policy Update

Per a recommendation by the auditors, we would like to change the definition of an asset on Admin Policy 8 (Inventory of Assets). We would increase the amount of non-consumable items from \$1,000 to \$2,500. These items would be classified as an asset if they meet the preceding criteria and have a useful life of five years or more. We will bring the policy back in December for approval.

13. Announcements

The next meeting will be December 7, 2017 in Iola.

14. Adjournment

Motion made to adjourn (Leo/John S.). Motion passed.

Respectfully Submitted,

Karen Vallier, Secretary