

Tri-Valley Developmental Services, Inc.
Board of Director's Virtual Meeting
Tri-Valley Neodesha Service Center, 1001 Wilson Drive, Neodesha, KS
August 27, 2020

Present: Doug Tressler, Steve Sewell, Karen Vallier, Susan Jones, Van Bettega, Connie Hey, Jim Hogan, Janet Rash, , Angie Morrison, Mark Ward

Not Present: Matt Godinez, Misti Byers, Ken Anderson, Devin Johnson, Derrick Payne, Ceri Coffield, John McRae, Margaret Bideau, Rita Cornett

Staff Present: Bill Fiscus, Joe O'Rourke, Rachel Crigger, Kirbie Hutchinson, Tricia Campbell

1. Call to Order

Vice Chairman Doug Tressler called the meeting to order at 6:14 pm.

2. Adoption of Agenda

Motion made to accept agenda as presented (Steve Sewell/Susan Jones). Motion passed.

3. Minutes of Last Meeting

The minutes from the June 30, 2020 meeting were presented. Motion made to accept minutes as presented (Karen Vallier/Susan). Motion passed.

4. Treasurer's Report

Kirbie Hutchinson presented the financial statement for the period ending July 31, 2020. Due to technical difficulties, the balance sheet was unavailable. Motion made to accept report as presented (Steve/Karen). Motion passed.

5. Old Business

5.1 Staff Bonus Thank You Cards

Bill Fiscus presented the board with 9 thank you cards from employees. Staff wished to thank the board for the bonus they approved at the June 2020 meeting. It was much appreciated.

6. New Business

6.1 Policy Review

Bill presented four policies with revisions that require board approval. The policies were: Administration 15 (Policy Format); Administration 20 (Smoking Cessation); Administration 23 (Communicable Diseases – Day); and Administration 24 (Communicable Diseases – Employees). These policies will be brought back for final approval at the October board meeting.

6.2 Reorganization

Bill gave an update on recent staff changes, which are listed below.

Staff	Former Position	New Position
Rachel Crigger	Director of Day Services – Chanute, Eureka, Moline, and Neodesha	VP of Programming
Brenda Harrison	Director of Residential Services	Director of Day Services – Chanute, Eureka, Moline, and Neodesha
Jim Jesseph	Residential Services Coordinator	Director of Residential Services
Denise Adams	Appointment Clerk	Residential Services Coordinator
Debi Cramer	Director of Case Management and Quality Enhancement	Director of Quality Management
Lisa Kinkel	Quality Enhancement Coordinator	Director of Case Management

All the promoted staff have been with Tri-Valley for a number of years and bring much experience to their new positions. Everyone is doing well. Bill will send out the new organizational chart to the board.

7. Staff Reports

7.1 a. CEO Report

- i. Bill reported that the financial audit that was set for August 27th and 28th was moved to September 30th and October 1st. The auditors will be reviewing the books for both Tri-Valley and New Beginnings as well as the Friends of Tri-Valley Foundation, Elk County Development Company, and SKAT Council.
- ii. We were unable to sway the governor to keep the 5% rate increase in this year's budget. However, she did give I/DD a 5% increase for four months. That amount comes to around \$80,000.

b. Program Report

- i. Rachel Crigger reported on Tri-Valley's response to COVID-19. We continue to work with the local health departments and are using the same precautions. Early on, we did have one person in services test positive however we were able to quarantine the individual and the virus did not spread. Our plan is working.
- ii. All day services are back open. We still have a few individuals who are waiting to come back into services for a little while longer.
- iii. The state waiting list continues to have over 4,000 individuals. In Tri-Valley's eight counties, we have 96 individuals on the list: 19 individuals in the New Beginnings CDDO area and 77 individuals in the Prairie Ridge CDDO. The last person to be funded in our service area was put on the waiting list in November 2011.

- iv. We continue to have a number of vacancies. At the moment, we have 23 positions for direct care staff. This week, Tri-Valley participated in a virtual job fair put on by KansasWorks.
- v. We have two new individuals in our day and residential programs.

c. Operations Report

- i. Joe O'Rourke, VP of Operations, reported on Tri-Valley operations. Within our eight counties, Tri-Valley has 23 buildings and 66 vehicles. Fourteen of the vehicles are equipped with lifts. The most common issues with vehicles have to do with oil changes, tire rotations, vehicle cleanliness and a/c. The most common issues for buildings are heating and cooling, roof leaks, and appliances. Building maintenance also has to consider fire safety as well as curb appeal.
- ii. Joe would like to get away from the emergency or "911" mentality. Scheduled maintenance will allow us to be more consistent and stay away from emergency repairs. Joe is developing a replacement schedule for vehicles and is integrating operations into the strategic plan.

d. Friends of Tri-Valley Foundation

- i. On Saturday August 1st, the Foundation held the annual golf tournament at the Horizons at Prairie Ridge Golf Course in Erie. We could not have asked for nicer weather. Fourteen teams began play at 9 am. The tournament had two flights. The winners for A Flight were: 1st Place - the team of Preston Page, Michael Page, Gavin Page, and Rowdy Kyser; and 2nd Place - the team from Neosho Memorial Regional Medical Center of Lance Chickadonz, Ryan Lopez, Andrew Gutschenritter, and Brandon Montgomery. The winners for B Flight were: 1st Place – the team of Tyler Ray, Seth Hall, Andrew Whitaker, and Kody Kuhn; and 2nd Place - the team of Wally Maples, John Cochran, George Fowler, and Scott Cochran. Along with the two flights, prizes were handed out for the Longest Drive (which went to Gavin Page) and Closet to the Pin (which went to Brandon Montgomery). Players were given the opportunity to play two hole games: the "Trouble" Hole In One game and the "Betcha Can't Get on the Green." Door prizes were given away from B & W Trailer Hitches and Hugo's Industrial Supply. We made a profit of around \$5,187.
- ii. The next fundraiser will be the September 12th golf tournament in Fort Scott. This is our second year of holding a tournament in Fort Scott. At this time, we have 14 teams, 11 hole sponsors, 3 corporate sponsors, and 6 door prize sponsors.
- iii. The winner of the 20th annual Friends of Tri-Valley Foundation Raffle Drawing, Tony Ochsner, was unable to come to Kansas to collect his

prize due to COVID-19. Instead, he had it delivered on a transport. He has sent photos of the new truck; he and his wife are enjoying it. We have begun the 21st annual raffle drawing. So far, we have 30 entries and have received \$1,450.

- iv. We recently received a memorial for Gerry Davis. Gerry was the husband of Mary Davis, a former director for Tri-Valley. Mary also served on the Foundation board for a number of years. We received a recent donation from the Independence Knights of Columbus for their Tootsie Roll drive. The Foundation has five members that have renewed their membership.

d. CDDO Report

- i. Due to COVID-19, CDDO staff have been conducting business using telephone or zoom. They are conducting assessments over the phone, which has been difficult with those individuals who are non-verbal. The Community Council has an upcoming meeting where they will elect new officers.
- ii. The CDDO has two staff. Kathy Brennon will be holding down the fort for a month while Paula is out of the office.

8. Comments from Groups or Individuals

Bill read a letter from Margaret Bideau. Margaret has decided to resign from the board. She did offer a recommendation. Bill would like to speak to the other representatives from Neosho county for their thoughts on the recommendation.

Steve had a request that the board be allowed access to view policies over the internet. Staff will work on this suggestion.

We are in the process of purchasing equipment to help with sound quality for future Zoom meetings.

9. Announcements

The next board meeting will be October 22nd.

10. Adjournment

Motion made to adjourn meeting (Mark Ward/Susan). Motion passed.

Respectfully Submitted,

Karen Vallier	9/17/20
Secretary	Date