

Friends of Tri-Valley Foundation
Board of Directors
Virtual Meeting
March 29, 2022

Present: Judy Brigham, Vic Anderson, Max McReynolds, Sandi Eggers, Mike Reid, Steve Sewell, Joel Norris, Phil Newkirk, Lynette Emmerson, Larry Coleman, Terry Harper, Bill Fiscus

Not Present: Mike Hofer, Ruth Spangler, Joel Porter

Staff Present: Joe O'Rourke, Rachel Crigger, Lea Chickadonz, Tricia Campbell

1. Call to Order

Chair Judy Brigham called the meeting to order at 6:03 pm.

2. Adoption of Agenda

Motion made to adopt agenda as presented (Max McReynolds/Sandi Eggers). Motion passed.

3. Minutes of Last Meeting

The minutes from the December 14, 2021 meeting were presented. Motion made to accept minutes as presented (Vic Anderson/Lynette Emmerson). Motion passed.

4. Treasurer's Report

Bill Fiscus, CEO, presented the financial report for the period ending February 28, 2022. Motion made to accept report as presented (Lynette/Max). Motion passed.

5. Staff Reports

5.1 Program Report

- a. Rachel Crigger, VP of Programming, updated the board of Tri-Valley's COVID status. Since we have zero cases of COVID, mask requirement has been lifted from all sites. If an individual develops COVID, the mask requirement will come back into effect for staff that work directly with the individual.
- b. As soon as work is finished at the Norris House, we have an individual ready to begin residential services in Neodesha.
- c. We continue to have staff vacancies across the 8 counties. To help with retention and morale, we offer staff incentives/bonuses. Judy had a question on the retention of new hires. Our leave rate for new hires has stayed steady. Thirty percent of applicants show up for interviews. Once interviewed and hired, fifty percent make it through training. Our beginning wage is \$10.20 with a 50 cent raise after 90 days. The state legislature is working a proposed rate increase for FY23.
- d. Bill spoke to the proposed rate increase. Both chambers proposed a rate increase but at different amounts. The proposal is in conference committee this week for discussion. We are cautiously optimistic. Steve Sewell asked if the increase would go to wages. Bill stated that it would; Tri-Valley could possibly see an influx of 1.6

million in new funds. Lynette asked if Tri-Valley directors had looked at using the services of a temp agency. Rachel and Lea Chickadonz, Director of HR and Finance, researched the idea and felt it was not a good fit.

- e. Bill further stated that Tri-Valley had applied for a Workforce Bonus available through the state. The funds would go to direct care and their immediate supervisors to help with retention. These staff would receive two bonuses. We are excited about this opportunity.
- f. We have a few non-direct care openings at this time: RN; Finance Coordinator; and Case Manager.

5.2 Operations Report

- a. Joe O'Rourke, VP of Operations, reported on upcoming State Fire Marshal site visits. The fire marshal should visit day and residential sites towards the end of April.
- b. We have successfully installed keyless entry pads at several sites. The pads have been very convenient, especially for inspections from external entities.
- c. For the last several months, Tri-Valley has had a contract with Cobalt Boats in Neodesha for cleaning buffing pads. An industrial washer was purchased through State Surplus to help with the contract. In one month's time, we have cleaned 4,112 buffing pads. This contract provides job opportunities for individuals in Neodesha.
- d. Joe is working on the 5-year vehicle replacement schedule.
- e. Advantage Metal Recycling in Fort Scott donated their bailer to Tri-Valley. The bailer was delivered to the Fort Scott Service Center on Saturday, March 26th. Joe showed photos from the move. The next phase is to hook up electric to the bailer. Currently, staff have to drive shredded paper to Chanute from Fort Scott. The new bailer will save on staff time and vehicle maintenance. Once everything is ready, the plan is to hold an open house. Judy asked if the bailer could be used for other material. The bailer can be used on clothes, aluminum cans, plastic bottoms, and cardboard. It has many different functions.
- f. Joe updated the board on construction remodels for Foundation sites.
 - i. Construction is underway at the Norris house in Neodesha. We are adding a bedroom. As Rachel mentioned, we already have an individual ready to move in.
 - ii. In Humboldt, we will convert the garages at Mulberry and Pecan into bedrooms. Construction begins on April 4th. Joe will provide an update at the June meeting.

5.3 CEO Report

- a. Bill had a question for the board in regard to Zoom/virtual meetings. A few board members have mentioned their preference for meeting in-person. Judy suggested that we have a hybrid meeting so those unable to travel could still attend. We will plan to meet in person at the June meeting. We will continue to provide a virtual link as well.

6. Old Business

6.1 Drawing Update

Tricia Campbell, Special Projects Coordinator, update the board on the 22nd annual truck raffle. The truck has been ordered and should be here in April. At the moment, we have sold 739 tickets. We are slightly ahead of last year for total entries. Mailings are going out to past entrants on a regular basis. We are also advertising on the Old Car Raffle website.

6.2 2022 Fundraisers

a. Cruise Night 2022

The date for Cruise Night 2022 has changed. The new date is June 14th. The location has not changed; it will be held at Central Park Pavilion in Chanute. This will be our first live event since 2019. Sponsorships are still available.

b. 2022 Golf Tournaments

We have four golf tournaments planned for 2022. The dates and locations are as follows:

June 11th – Prairie Ridge Golf Course, Erie

July 23rd – Fredonia Golf Club

August 20th – Stone Creek Golf Course, Chanute

September 10th – Woodland Hills Golf Course, Fort Scott

7. New Business

7.1 Audit

Bill presented the Friends of Tri-Valley Foundation FY20 and FY21 annual audit. The auditors came back with a clean opinion. The Foundation audit was consolidated with Tri-Valley Developmental Services and Elk County Development. Bill will ask Neil Phillips to prepare summary reports for the Foundation and Elk County next year. In FY19, there was a finding, which has since been addressed. There were no findings for FY20 nor FY21. Motion made to approve audit report (Vic/Lynette). Motion passed.

7.2 Friends of Tri-Valley Foundation Visionary Award

For the first time since 2018, Tri-Valley plans to hold an awards ceremony. The ceremony will be a little different than in the past; this year, we will hold three ceremonies. Next year, we plan to hold one ceremony. One of the awards presented at the ceremony is the Friends of Tri-Valley Foundation Visionary Award. The Foundation board selects the recipient. For 2022, we have three solid nominees: Heartland Home Care; John & Georgia Masterson; and Walter Wulf & Monarch Cement Co. Since it has been at least 4 years since the last ceremony, the board liked the idea to present an award to all three nominees. Motion made to give the Friends of Tri-Valley Foundation Visionary Award for 2022 to Heartland Home Care; John & Georgia Masterson; and Walter Wulf Jr & Monarch Cement (Max/Sandi). Motion passed.

7.3 Pet Policy/Lease Agreement

Currently, the Foundation has language in the lease agreement in regard to pets. Tri-Valley is in the process of updating their Pet Policy. Tri-Valley staff feel that the Foundation needs to adopt a similar policy. A draft policy for the Foundation will be presented at the June meeting.

8. Board Member Reports

None

9. Acceptance of All Donations

Tricia reported that for the period between December 1, 2021 and February 28, 2022, the Foundation received \$4,931.37 in donations. Motion made to approve donations (Mike Reid/Max). Motion passed.

10. Announcements

The next meeting will be June 28th with the location to be determined. It will be an in-person meeting.

11. Adjournment

Motion made to adjourn the meeting (Max/Phil Newkirk). Motion passed.

Respectfully Submitted,

<u>Judy Brigham</u>	<u>4/21/22</u>
Chair	Date