

Friends of Tri-Valley Foundation  
Board of Director's Meeting  
Home Savings Bank Conference Room, 214 N. Lincoln, Chanute, KS 66720  
June 3, 2021

Present: Judy Bringham, Ruth Spangler, Terry Harper, Max McReynolds, Mike Reid, Phil Newkirk, Joel Porter, Joel Norris, Lynette Emmerson, Bill Fiscus

Not Present: Mike Hofer, Larry Coleman, Sandi Eggers, Steve Sewell, Vic Anderson

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

1. Call to Order

Chairperson Judy Bringham called the meeting to order at 6:10 pm.

2. Introductions

Bill Fiscus introduced two new board members Joel Porter (Woodson County Representative) and Joel Norris (Neosho County Representative).

3. Adoption of Agenda

Motion made to accept agenda as presented (Max McReynolds/Joel Porter). Motion passed.

4. Minutes of Last Meeting

The minutes from the March 23, 2021 meeting were presented. Motion made to accept minutes as presented (Mike Reid/Max). Motion passed.

5. Treasurer's Report

Bill Fiscus presented the financial report for the period ending April 30, 2021. Motion made to accept report as presented (Mike/Max). Motion passed.

6. Staff Reports

6.1 CEO Report

- A. Staff have been able to reconcile the financials through April 2021. While the audit is not quite ready yet, we hope to present it at the next meeting. Jarred, Gilmore, and Phillips are still working on Tri-Valley and Elk County financials.
- B. Bill gave an update on the 2021 legislature. The legislators approved rate increases for HCBS services. The rates increased 5% for the period of April through June. Starting July 1<sup>st</sup>, an additional 2% was added to the rates. A majority of the increase will go to direct care wages. The plan is to increase entry level pay. Terry Harper asked about the rate increase. This rate increase is one of the largest increases we have seen. We do not typically receive a rate increase. The state will soon receive a short-term increase of 10% from the

fed; Bill was unsure where the state plans to spend the increase. The state has a lot of latitude on how to spend it.

- C. At the moment, Tri-Valley has 38 openings, primarily in direct care. Supervisors are helping out. Day services staff are helping at residential sites. Day services has ten openings, the remaining 28 are residential. Judy asked about salary surveys. Every few years, InterHab conducts a survey. They have one scheduled for this year. Terry inquired on staff status. Direct care are primarily hired for 40 hours a week plus overtime. We currently have three staff that are classified as part-time.

## 6.2 Program Report

- A. Rachel Crigger, VP of Programming, reported that Tri-Valley has one new individual starting services in Iola.
- B. Staff are looking into a better camera system for the houses and service centers.
- C. On June 1<sup>st</sup>, Tri-Valley removed the mask mandate for those staff and individuals who were fully vaccinated. For those who are unvaccinated, supervisors continue to educate. Supervisors are also assisting anyone who wishes to get the vaccination. Tri-Valley held three vaccine clinics.
- D. Tri-Valley staff continue to move forward toward a paperless system. Currently, most of our documentation is hardcopy only. By moving to paperless, we will be able to store all documentation in one location.

## 6.3 Operations

- A. Joe O'Rourke, VP of Operations, reported that Tri-Valley has had a recent string of catalytic converter thefts. The converters were cut from seven vehicles located in Chanute and Fort Scott. Our insurance did not cover replacement since the replacement cost was less than our deductible. For KDOT vans, KDOT reimburses at 80%. These thefts are occurring across the state. The thefts usually occur at night, so our cameras did not catch the thieves.
- B. Joe is in the process of identifying vehicles for Tri-Valley's replacement schedule. Out of 66 vehicles across the eight-county service area, we have 15 that have over 150,000 miles. Joe is developing a five-year plan. We will replace around 4 to 5 vehicles before the end of June.
- C. At a previous meeting, Joe mentioned the GPS tracking service offered through our insurance. The service is called Philly Track. We will install these devices onto the vehicles to help with maintenance issues. Joe will report on the devices next meeting.
- D. Other vehicle maintenance issues are tire and brake related. To help, we have decide to have tire rotations every 6,000 miles.
- E. Joe is working on acquiring code footprints for Foundation houses. The code footprint is the first step in renovating the houses. The code footprint is an architectural drawing of the house including all safety features. Once the code footprints are ready, they must be approved by the State Fire Marshal's office.
- F. Staff are working with a local exterminating company on a bed bug issue.

## 7. Old Business

### 7.1 House Renovations

At the March board meeting, the board discussed options with current properties and future planning. The Foundation owns five houses with garages that could be converted into living spaces. The board also discussed building new properties on land currently owned by the Foundation. The board felt that renovating was the better option, with staff to look at possible interest rates for building.

Also at the March meeting, the board approved renovating Faith House by adding an additional bedroom at a budget of up to \$10,000. Faith House currently has six bedrooms. The plan was to renovate a large area toward the rear of the home. The architect has since taken a look at Faith House and has drawn up a different plan. He estimated that the cost to renovate would run closer to \$27,000.

In March, the board also discussed the mobile home located at the Neodesha Service Center. Due to Final Rule, we must move the mobile home. Land has been found that could be rented for the short term. The goal is to have a one-year lease signed by June 30<sup>th</sup>. The Foundation's cost for the mobile home would be as follows: Monthly Site Rent = \$325 a month; moving expense = \$2,000; and utilities hook-up = \$2,000. There would be no renovation cost, just moving expense. We have found a mover as well as someone to hook up utilities. Staff will continue to search for a more permanent solution. The monthly rent for the individual will be \$350.

Motion made to approve the cost for moving, utilities hook-up, and land lease for the Neodesha mobile home (Terry/Mike R). Motion passed.

With new individuals coming into services, staff approached the board with a suggestion of converting the garages at Briarwood, Mulberry, and Pecan into rooms sooner rather than later. These three homes have been remodeled in the past. Each house was originally a four-bedroom home. In the past, we have renovated and added bedrooms, making each one a 5-bedroom house. We have an individual ready to move into Briarwood in Iola. The architect estimates the cost to remodel would run close to \$20,000. Motion made to convert the garage at Briarwood into a bedroom with a budget of up to \$20,000 (Max/Joel P). Motion passed.

In regard to Faith House, Mike Hofer has looked over the architect's plans and likes their idea. Bill spoke to Mike H about the cost differences between the original plan and the architect's plan. Mike H mentioned that material costs are high right now. Motion made to approve up to \$27,000 for renovation at Faith House for addition of a bedroom (Mike R/Max). Motion passed.

The board will discuss the remaining properties at a future date.

7.2 21<sup>st</sup> Annual Truck Raffle

Tricia Campbell reported that the truck raffle drawing is going well. As of June 3<sup>rd</sup>, we have sold 1,402 tickets and have surpassed our break-even. The winning ticket will be drawn on Friday, June 25<sup>th</sup> at 1:30 pm at the Tri-Valley Administrative Office in Chanute, KS.

7.3 Fundraisers

A. Memberships

For FY21, we have received \$9,525 in memberships.

B. Cruise Night

On April 12<sup>th</sup> – 15<sup>th</sup>, the Foundation held our first ever virtual Cruise Night fundraiser. The silent auction was hosted on the Bidding Owl website. We had 50 items on display with 27 bidders participating. Everyone seemed to enjoy the new virtual event. Staff will plan to use this site for future events. It was very easy to navigate.

C. Golf Tournaments

- I. We have three golf tournaments fast approaching. The first tournament will be Saturday, June 12<sup>th</sup> at the Horizons at Prairie Ridge Golf Course near Erie, KS. So far, we have six corporate sponsors, ten-hole sponsors, and six teams. Our goal is to have 15 teams. The golf course does have a cart shortage. As a result, we will offer a cart discount for anyone who brings their own cart.
- II. The second golf tournament will be Saturday, July 24<sup>th</sup> at the Fredonia Golf Course. So far, we have two corporate sponsors, one hole sponsor, and two teams.
- III. The final golf tournament will be Saturday, September 11<sup>th</sup> at the Woodland Hills Golf Course in Fort Scott. So far, we have one corporate sponsor, four-hole sponsors, and three teams.

8. New Business

8.1 FY22 Budget

Bill presented the proposed budget for FY22. Motion made to approve the FY22 budget as presented (Joel P/Lynette). Motion passed.

9. Board Reports

None

10. Acceptance of All Donations

From April 1<sup>st</sup> through May 31<sup>st</sup>, the Foundation received \$50,977.11 in donations. Motion made to accept donations (Max/Phil). Motion passed.

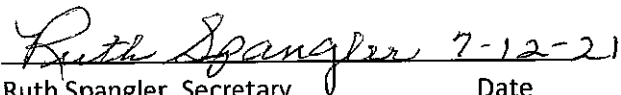
11. Announcements

- \* The Friends of Tri-Valley West Golf Tournament will be July 24<sup>th</sup> at the Fredonia Golf Course.
- \* The Friends of Tri-Valley Fall Golf Classic will be September 11<sup>th</sup> at Woodland Hills Golf Course in Fort Scott.
- \* The next board meeting will be September 28<sup>th</sup> with the location to be determined.

12. Adjournment

Motion made to adjourn the meeting (Max/Mike R). Motion passed.

Respectfully Submitted,

  
Ruth Spangler, Secretary                      7-12-21                      Date