

Tri-Valley Developmental Services, Inc.  
Minutes of the Board of Director's Meeting  
TVDS Iola Service Center, 335 N. Cottonwood, Iola, KS 66749  
August 24, 2017

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

Not Present: Charles Sheedy

Staff Present: Tim Cunningham, Bill Fiscus, Tricia Campbell

1. Call to Order

Chairman John McRae called the meeting to order at 6:05 pm.

2. Adoption of Agenda

Motion made to adopt the proposed agenda (John Scovill/Mali Ziglari). Motion passed.

3. Minutes of Last Meeting

The minutes from the June 29, 2017 meeting were presented. Motion made to accept minutes (Leo Gensweider/Karen Vallier). Motion passed.

4. Treasurer's Report

Bill Fiscus gave the financial statements for the period ending July 31<sup>st</sup>. Motion made to accept report (Leo/Mali). Motion passed. During the report, there was a discussion on the waiting list. It was suggested that we send a letter to the special education teachers that they can share with parents regarding the waiting list. The letter would mention the state has a 7 year waiting list and that kids need to be added by a certain grade in order to be eligible for services when they graduate. Margaret Bideau would like a copy of the letter so that she could also give it out to families. Mali suggested that we contact physicians as well.

5. Comments from Groups or Individuals

None

6. Executive Director's Report

- A. On July 26<sup>th</sup>, several members of InterHab met with staff from Legislative Post Audit. The KanCare Oversight Committee has asked for an audit of KanCare. The auditors have three questions they are working on. The meeting was very informative and the auditors wish to meet another time. The auditors will also be meeting with the individuals from both the nursing and hospital systems.
- B. Tim has had the opportunity to meet twice with KDADS Secretary Tim Keck in the past few months.
- C. JD Power recently released findings from its 2017 Managed Medical Special Report, which ranked states by customer service for managed care systems. Originally, out of 36 states, Kansas came in

dead last. Somehow the state got a hold of the data that was used in the survey. JD Power only surveyed 10 individuals in Kansas. JD Power has since retracted the Kansas portion of the study. Steve Sewell suggested that InterHab conduct their own survey using the same questions. Once the study is done, they should release the findings to the state and news media at the same time.

- D. In 2014, the WIOA (Workforce Innovation and Opportunity Act) was signed into law. The Act requires that employment services are discussed with those individuals entering into services before any talk of day services. If the individual is under 24, they must go through vocational rehab (VR) first. VR was to develop a special presentation on employment opportunities in the community. Anyone in day services was to receive the training. So far, all but two individuals who receive day services from TVDS have received the training. The state has not determined, as of yet, how to handle new individuals coming into the system. They have known about this requirement for several years.
- E. The state is requiring a new background check process. Effective July 1<sup>st</sup>, the state removed the conditional employment status. We are still doing conditional employment ; the new hire cannot work alone with an individual until their background check comes back. Sec. Keck has agreed to look into the process. The Secretary of State's office is working on a new policy that will bring back conditional employment.
- F. Tim shared our application history for the period from July 1, 2016 through June 30, 2017. During that period, we received 325 applications. Out of those, 251 applicants were rejected and 74 were interviewed. The report was missing data for the number of hires for the year. Tim will bring that information back to the board along with our turnover rate.

## 7. CDDO Report

- A. The CDO has received two crisis requests, both of which have been approved. Both requests were from the Bourbon County area.
- B. The CDDO has two new affiliates: Home Buddy and Integrated Behavioral Technologies, Inc.
- C. Kathy Brennon, CDDO Director, has compiled annual data for the state. The data covers all affiliated in the TVDS CDDO area. The report looked at data from 2011 through 2017. The first item was the decrease of psychiatric hospitalizations and screenings. The numbers have dropped. The state has closed down a wing at Osawatomie State Hospital and is not admitting new people. The second item was the number of registered voters. The third item was ER/Hospitalizations. We have seen an increase with KanCare. The final item was negative police interventions.

## 8. Friends of Tri-Valley Foundation

- A. Letters have gone out to members for the 2017 membership drive. We have had 6 renewals since July.
- B. The 1<sup>st</sup> mailing has gone out for the 18<sup>th</sup> Annual Raffle Drawing. So far, we have 41 entrants. Tricia is working on the 2<sup>nd</sup> mailing.
- C. We have received three memorials since July 1<sup>st</sup>. We also received an \$815 donation to the Horticultural Therapy program from Troy Felt.

## 9. Old Business

9.1 Marketing Plan

At the October 26<sup>th</sup> meeting, representatives from Bower Comm will be coming to give a demonstration of the final product.

9.2 FY 18 Insurance

Our BCBS Self Insurance plan went into effect on July 1<sup>st</sup>. We resolved the bill issue last week. Insurance cards have been sent out to all staff. The process for the claims is such: on Wednesday, we receive a list of claims; on Friday, the money is drawn out of our account. Even though we had a couple of people in the hospital, we are still paying a lot less out. We are working to build our reserve.

9.3 HR Software

The new HR software is installed. We are almost to the point to have a pilot group of employees try out the online timesheet.

9.4 FY18 Budget Update

At the last meeting, the board approved giving staff a \$625 one-time bonus. The staff was ecstatic when they received the bonus. Tim received emails and cards from staff thanking the board. Direct care staff was also very excited when they heard about their 50 cent raise. Bill and Tim looked at increasing the raise to 75 cents as the board requested; however, they could not come up with the money. So, the 50 cent raise will stay in place. After it was all said and done, there is around \$16,000 left over. Tim would like to find a few staff that go above the call of duty and give them a 25 cent bump in wage. This increase would be based upon merit and will only be for a few direct care staff. Motion made to give a 25 cent merit raise to a select few direct care staff (Margaret/Leo). Motion passed. If we received the rates as we are supposed to, we could look at raising the starting wage to \$10.

10. New Business

None

11. Announcements

The next board meeting will be October 26<sup>th</sup> at 6 pm at the Iola Service Center, 335 N. Cottonwood.

12. Adjournment

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

Respectfully Submitted,

Karen Vallier, Secretary