

Friends of Tri-Valley Foundation

Board of Director's Meeting

Tri-Valley Developmental Services, Inc Administration Office, 521 W. 35 Ch Pwky, Chanute, KS 66720

March 23, 2021

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

Not Present: Mike Hofer

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

1. Call to Order

Chairperson Judy Brigham called the meeting to order at 6:00 pm.

2. Introductions

Bill Fiscus introduced Dr. Philip Newkirk, the new board member representing Wilson County.

3. Adoption of Agenda

Motion made to accept agenda as presented (Terry Harper/Max McReynolds). Motion passed.

4. Minutes of Last Meeting

The minutes from the December 8, 2020 meeting were presented. Motion made to accept minutes as presented (Vic Anderson/Sandi Eggers). Motion passed.

5. Treasurer's Report

Bill reported that at this time staff are in the midst of correcting financial statements from the past year. Neil Phillips of Jarred, Gilmore and Phillips is aware of the situation and the FY20 audit has been put on hold. We have now finished correcting the data for the Foundation and are ready to move forward with the audit. There are still a few issues to resolve in regard to Tri-Valley. There has been no misappropriation of funds, per our accountant. Staff have been doing a lot of work to correct the issues. Lea Chickadonz has taken over the finance department and is doing a good job. We have a plan and we are following it. Once we have the go ahead, staff will work on statements for FY21. The plan is to have a financial statement prepared for the June meeting. At this time, there is no treasurer's report to approve.

6. Staff Reports

6.1 CEO Report

- a. InterHab has helped introduce two HCBS funding bills this legislative session: House Bill 2016 and Senate Bill 154. Both bills include a 5% rate increase for the current fiscal year with an additional 5% rate increase for the following year. There is still a lot of work to do before these bills are finalized. In addition, the federal government is discussing a 10% rate increase as well.

- b. Staff have been finalizing documentation for HCBS Final Rule. We submitted documentation for 40 sites. There are two areas that the state is looking at: heightened scrutiny and remediation. On the heightened scrutiny front, we have 39 sites that are in compliance. On the remediation side, 29 of the 40 sites are in compliance. The issue for all eleven sites is primarily the same one or two questions. All providers are facing heightened scrutiny and remediation.
- c. Tri-Valley is having a rough time finding employees. Currently we have thirty-one direct care openings out of 111 positions. We have advertised in numerous locations. A committee has been formed to come up with different ideas on recruiting. The group is open to any idea. We already have a staff referral bonus and a new hire sign on bonus. Staffing is an issue statewide.
- d. On February 12th, Alene Jolly, Director of Day Services in Fort Scott, retired after 40 years. Per her request, a low-key retirement party was held. Alene is enjoying her retirement.
- e. The strategic plan for FY21 through FY24 is almost finalized. It will be presented at the June board meeting.

6.2 Program Report

- a. Rachel Crigger, VP of Programming, reported that Tri-Valley had re-opened all day service centers the week of March 15th. Staff and clients were excited to be back.
- b. We have new individuals starting day and residential services. In the next few months, we have the potential for four individuals to begin services: three are looking at day only and one at both day and residential. Under new business, we will address potential housing needs. We are seeing an increased interest in residential services.
- c. Since January, Tri-Valley has held three COVID vaccination clinics. We were able to vaccinate 55 staff and 86 individuals. We continue to provide education for those who have chosen to refrain from the vaccine. If someone expresses interest in the vaccine, staff will make sure they are connected to the proper authorities.
- d. On March 16th, Tri-Valley staff and clients participated in InterHab's annual Push Day event. This year, Push Day was a virtual event. One hundred and one individuals and staff participated. The service centers were able to socially distance and use the new learning stations.

6.3 Operations Report

- a. Joe O'Rourke, VP of Operations, reported that Tri-Valley now has a vehicle replacement schedule. The schedule will let us rank vehicles based upon total miles, cost of repairs, and cost of the vehicle per mile. Our insurance agent has offered us the OBD2 (on board device) to track driving behaviors and dash codes. There is no initial charge, however the device has options that can be added with a projected cost of \$250 a month. This device might provide us with an insurance discount in the future.
- b. Joe reported on property issues. Tri-Valley had only one issue during the February cold weather. We had water damage to a ceiling at Faith House. Staff are working

to determine where the water came from. Annual property inspections and repairs are underway. Tri-Valley has twenty-three properties with eight sites left to be inspected. A building committee has been developed for short- and long-term planning.

- c. We continue to have a water leak at the Fort Scott Service Center. Staff have been working on this issue for a long time and have remedied a large portion of the problem.
- d. Joe is making progress on the tax exemption for the two properties that transferred to the Foundation from New Beginnings. We had to complete a tax exemption application.
- e. The annual state Fire Marshal visits were completed in December and January. Many of the issues noted in the inspection have been repaired.

7. Old Business

7.1 Board Member Update

Currently, the Foundation has several openings on the board of directors. Thanks to board members, we have two potential board members: Joel Norris for Neosho County and Joel Porter for Woodson County. Motion made to approve the nominations of Joel Norris and Joel Porter to the Friends of Tri-Valley Foundation Board of Directors (Max/Sandi). Motion passed.

7.2 TVDS Collaboration with ANW Coop

- a. Bill discussed recent collaborations with the ANW Coop. Doug Tressler, ANW Executive Director, serves on the Tri-Valley Board of Directors. He first approached Tri-Valley staff about learning stations. A learning station is a mobile stand with a laptop, television, and external microphone. Learning stations foster independence and accessibility. The stations will help the individuals with served by Tri-Valley to direct their services and to have increased face-to-face contact with family and friends. Thanks to support from five of our eight counties, Tri-Valley purchased 16 learning stations. There was a need for five additional stations. We have purchased a total of 21 stations and are in the process of installing them at residential and day sites. Everyone is excited about this opportunity.
- b. ANW Coop currently uses a software program called Invintech. This software is used to promote both staff and individual trainings as well as assist in a few other areas. Staff have not been able to fully investigate the software but plan to include it in the FY22 budget. Staff are excited about the software and have begun gathering data to present to the Tri-Valley board.

7.3 21st Annual Truck Raffle

The truck raffle drawing is going well. So far, we have brought in \$32,900 with 711 tickets sold. Reviewing the previous three years, we are slightly ahead of the previous

two years. The truck has been ordered and should be here any time. It is a dark blue 2021 Dodge Ram 1500 Long Horn Edition truck.

7.4 2021 Fundrasiers

- a. Our annual membership drive is going well. We have received \$9,125 in memberships for FY21.
- b. Due to COVID, Cruise Night 2021 will be a virtual affair. Postcards were sent to our 8-county service area and newsletter mailing list. So far, we have received \$1,625 in donations. For the actual event, we are using the Bidding Owl platform. The auction will run from April 12th through April 15th. We have 49 items that may be bid upon. Staff are excited about this year's event. The auction site is: <https://www.biddingowl.com/FriendsofTriValleyFoundat>.
- c. We have dates set for the three 2021 golf tournaments. They are June 12th – Horizons at Prairie Ridge in Erie; July 24th – Fredonia Golf Course; and September 11th – Woodland Hills in Fort Scott. Mailers will be sent out closer to each of the tournament dates.

8. New Business

8.1 Faith House Renovations

- a. As was mentioned earlier in the program report, we will soon have a housing dilemma. We have three areas that might remedy our issues. The first area to touch upon is Faith House. Currently, there are 6 bedrooms at Faith House. Recently, we have moved another individual into a smaller room in the back. Staff are requesting approval to renovate the ramp area at Faith House to add another bedroom. It would be a simple addition; we would add a couple walls and move electricity and sprinkler heads. Mike Hofer toured the property and felt that it would roughly cost \$9,000 to complete the remodel, which would be quickly recouped. We would not add any additional bedrooms to Faith House; seven bedrooms is the limit. The house would have four bedrooms and 1 bathroom upstairs; and three bedrooms and one bathroom downstairs. Motion made to approve renovation of Faith House in order to add an additional bedroom with up to \$10,000 budget (Max/Steve Sewell). Motion passed.
- b. In Neodesha, there is an individual who currently resides in a mobile home on Tri-Valley property. This home's location will not pass final rule approval. The quickest and easiest solution is to find land in Neodesha and move the house. Staff thought that they had found some land, but it fell through. At this time, no request is being made to the board. However, as soon as staff find property, we may ask the board for approval. Terry Harper mentioned Neodesha's land bank. Staff would prefer a rural location for a few reasons. Something needs to be finalized by July 1st.
- c. The third area is future planning: renovating versus building. The Foundation has five locations where a garage could be renovated into bedrooms. We also have two properties with attached land. Bill asked for the board's preference; renovate/build

using current funds or entertain the idea of financing. Steve voiced a preference to renovate. If renovation is not feasible, we would move on to build. Judy suggested that a feasibility study be done on interest rates and for staff to bring the topic back at a future meeting.

9. Board Member Reports

None

10. Acceptance of All Donations

Tricia reported that for the period from December 1, 2020 through February 28, 2021, the Foundation received \$20,625 in donations. Motion made to accept report (Steve/Ruth Spangler). Motion passed.


11. Announcement

- a. Tri-Valley has a new Tik-Tok account. Brenda Harrison, Director of Programming, has already uploaded one video featuring a welcome party for the Chanute Service Center's re-opening.
- b. Cruise Night 2021 is set for April 12th through 15th at <https://www.biddingowl.com/FriendsofTriValleyFoundat>
- c. The next board meeting will be June 22, 2021. Upon board consensus, the next meeting will be in-person or hybrid for those wishing to zoom in. The location will be announced later.

12. Adjournment

Motion made to adjourn meeting (Max/Steve). Motion passed.

Respectfully Submitted,


Ruth Spangler, Secretary Date

