

Tri-Valley Developmental Services, Inc.
Board of Director's Meeting
TVDS CDDO Office, 115 E. Main, Chanute, KS/Zoom
December 15, 2022

Present: John McRae, Susan Jones, Karen Vallier, Sharon Suske, Jim Hogan, Van Bettega, Angie Morrison, Janet Rash, Connie Hey, Rita Cornett

Not Present: , Steve Sewell, Devin Johnson, Anna Methvin, , Derrick Payne, Lindsay Madison,

Staff Present: Bill Fiscus, Joe O'Rourke, Rachel Crigger, Tricia Campbell, Lea Chickadonz, Melissa Cannon-Smith

1. Call to Order

Chair John McRae called the meeting to order at 6:30 pm.

2. Adoption of Agenda

Motion made to adopt agenda as presented (Angie Morrison/Van Bettega). Motion passed.

3. Audit

Neil Phillips, of Jarred, Gilmore & Phillips, presented Tri-Valley's financial audit for FY22. The auditors gave an unmodified/clean opinion for the FY22 audit. Motion made to approve audit report as presented (Susan Jones/Rita Cornett). Motion passed. John thanked the staff who worked to make sure this year's audit went smoothly. Bill Fiscus complimented Lea Chickadonz and the financial department staff for their work to resolve our past issues.

4. Introductions

Bill Fiscus introduced Melissa Cannon-Smith, Tri-Valley's new VP of Programming. Rachel Crigger announced her resignation effective February 3, 2023 during the October 27th meeting.

5. Minutes of Last Meeting

The minutes from the October 27, 2022 meeting were presented. Motion made to approve minutes as presented (Karen Vallier/Susan Jones). Motion passed.

6. Treasurer's Report

CEO Bill Fiscus presented the financial report for the period ending October 31, 2022. Motion made to approve financial report as presented (Rita/Angie). Motion passed.

7. Staff Reports

A. CEO Report

- a. Some changes have been made to Tri-Valley's organizational structure. Lea has moved to VP of Administration and has taken over the supervision of the case management department. Susan Knapp, Accounting Clerk – Payables, retired in early December. We have moved Lisa Clawson into that position and rehired Michelle Reddick as Finance Director. We feel positive with these moves.
- b. With this being Rachel's last meeting with the Tri-Valley Board, Bill wished to thank her for all the work she has done. Rachel came to Tri-Valley prior to the merger with New Beginnings. She stepped in when needed and did a wonderful job.

B. Program Report

- a. VP of Programming Rachel Crigger updated the board on COVID. All service centers are open; though, we have had cases in all of our communities. Staff continue to follow protocols.
- b. Our staff vacancies continue to improve. We are down to 17 openings. At our highest point, we were near 45 openings.

C. Operations Report

- a. VP of Operations Joe O'Rourke is working on an assessment of all Tri-Valley and Foundation properties. He is looking into the age of the roofs, applicants HVACs, and water heaters. Appliances remain a hot issue for us.
- b. We recently had a HUD inspection at the Brentwood residential site in Moline. We have a few deficiencies to address. HUD uses a point system for their inspection process. Inspections are conducted annually, biennial, or triennial depending on property's score from previous inspections. We fell under the annual inspection mark. Our goal is to reach the biennial level.

D. Friends of Tri-Valley Foundation

- a. Tricia Campbell, Special Projects Coordinator, received word that prize for the 23rd Truck Raffle Drawing should be to Steve Faulkner Ford in December. If we get an earlier delivery date, we will be able to display the truck for a majority of the drawing. As of today, we have received 273 entrants.
- b. Tri-Valley will hold three award ceremonies in spring 2023. The tentative dates are: April 28th in Neodesha; May 5th in Fort Scott; and May 12th in Chanute.
- c. Dates have been set for the 2023 fundraisers. Cruise Night will be April 18th at Central Park Pavilion in Chanute, KS. The dates and locations for the golf tournaments are as follows: June 17th – Erie; July 15th – Fredonia, and September 16th - Fort Scott. Tricia is waiting to hear back from Stone Creek Golf Course in Chanute.
- d. Tri-Valley finished another successful Poinsettia fundraiser in Eureka, Moline, and Neodesha. We sold 600 plants. The plants were delivered in late November and early December. Austin Bolinger, Horticultural Specialist in Fort Scott, offered to sell the remaining few plants in Fort Scott through the greenhouse. All money raised goes back to the clients and the Service Center. The money is split by sales and the individuals decide how they wish to spend the money. In 2022, they purchased televisions and fish tanks and supplies.
- e. Along with the poinsettia fundraiser, Tri-Valley also held their annual holiday card fundraiser. We had a good season, though we were slightly down from previous years. As of today, we have sold 105 sets of cards. All money from the holiday cards goes back to life enrichment services for clients.

E. CDDO Report

- a. In March 2022, Tri-Valley reorganized the CDDO when we entered into an arrangement with New Beginnings CDDO and DPOK. Effective January 1, 2023, Tara Cunningham will be employed by DPOK. She will continue to work with New Beginnings CDDO. With this

