

Tri-Valley Developmental Services, Inc.  
Board of Director's Meeting  
TVDS Administrative Office, 521 W. 35 Ch Pkwy, Chanute, KS/Zoom  
February 26, 2026

Present: John McRae, Susan Jones, Anna Methvin, Georgia Masterson, Connie Hey, Sharon Suske, Derrick Payne, Janet Rash, Jim Hogan, Randy Lemasters, Rita Cornett

Not Present: Devin Johnson, Steve Sewell, Lindsay Madison, Matt Morgan, Angie Morrison

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

Visitors Present: Ken Olsen

1. Call to Order

Vice Chair Susan Jones called the meeting to order at 6:05 pm.

2. Adoption of Agenda

Motion made to adopt agenda as presented (Janet Rash/Derrick Payne). Motion passed.

3. Enterprise Vehicle Fleet Management

Ken Olsen gave a presentation on the Enterprise Vehicle Fleet Management program. Many other I/DD agencies as well as government entities utilize the program for their vehicles fleets. Ken provided information on the different program models. By utilizing the service, Tri-Valley would benefit with new vehicles that would require less maintenance. KDOT vehicles would not be included. Ken will come to the April board meeting with a formal proposal.

4. Minutes of Last Meeting

The minutes from the December 4, 2025 meeting were presented. Motion made to accept minutes as presented (Susan/Georgia Masterson). Motion passed.

5. Treasurer's Report

Lea Chickadonz, VP of Administration, presented the financial report for the period ending January 31, 2026. Motion made to accept financial report as presented (Sharon Suske/Rita Cornett). Motion passed.

6. Staff Reports

a. Program

- Melissa Cannon-Smith, VP of Programming, updated the board on DSP staffing. We currently have eleven open DSP positions.

- Tri-Valley's two Employment Coordinators are participating in the Kansas ACRE program. The program is a 50-hour training that is provided by the Association of Community Rehab Educators.
- Staff are working on goals established in the 2026 – 2029 Strategic Plan. Key areas of the plan include improving communication and consistency across the agency. One goal is to develop a monthly newsletter that is created by Persons Served for Persons Served.
- Staff in Fort Scott have partnered with Rachel French of The Kitchen Collective. On March 19th, ten persons served will attend a hands-on cooking class at The Kitchen Collective. Tri-Valley's grant committee is looking into grant ideas to help fund this project.
- InterHab's 2026 Advocacy Day is scheduled for Thursday, March 19<sup>th</sup>. Tri-Valley will be represented by 24 persons served and 14 staff. Persons served are working on posters for the day and postcards to give legislators. Austin Bolinger, Horticultural Coordinator, is working on plants that will be given to our legislators and their admin staff. Each plant will have a personalized message.

b. Operations

- Joe O'Rourke, VP of Operations, updated the Board on improvement projects underway in Chanute and Fort Scott.
- Sites in Humboldt and Chanute were visited by the State Fire Marshal's office in January. The marshal's office still need to visit sites in Fort Scott, Iola, Neodesha, and Moline. We have a few minor issues to fix.

c. Administration

- Lea Chickadonz, VP of Administration, thanked programming staff for excelling in filling job vacancies as reported earlier by Melissa.
- Next week, Lea and Bill Fiscus will meet with IMA to discuss health insurance coverage.
- Lea received notification that our Worker's Compensation experience mod dropped to .69 from .88 in 2025.

d. CEO

- Bill Fiscus, CEO, updated the board on the sale of the Eureka Service Center. Per a request from the buyer, the sales agreement was amended to split up the final payment with the first half to be paid by February 1<sup>st</sup> and the second half paid by May 1<sup>st</sup>. As of today, we have not received the first payment. Bill spoke to the buyer, and the payment was mailed last week.
- Tri-Valley's 2026 Awards Ceremony is scheduled for Friday, April 10<sup>th</sup>. Bill presented a nomination for the Winfred Jent Board Award. Motion made to present Joel Norris of

Cardinal Drug with the 2026 Winfred Jent Board Award (Anna Methvin/Susan). Motion passed.

- On January 20<sup>th</sup>, we had a situation during a shredding pick-up in Chanute. After a review by our internal investigation committee, our attorney was contacted and a response letter was drafted. Pick-up policy and procedure were reviewed and updated. The company has since discontinued our shredding service.
  - Both the House of Representatives and Senate have included a rate increase for I/DD in the 2027 budget. The House approved a 3% rate increase. The Senate is still working on their budget but has included a 10% increase. If it passes next week, the budget should head to conference committee.
- e. Friends of Tri-Valley Foundation
- Tricia Campbell, Special Projects Coordinator, reported that Tri-Valley staff have applied for 14 grants and have received 6.
    - Fort Scott Community Foundation - \$2,934 for AED Trainers
    - Rita J. Bicknell Circle of Friends - \$297 for a diabetic training kit
    - AEDGrant - \$460 for a traveling AED
    - Frontier Farm Credit - \$15,000 for upgrading the Fort Scott Greenhouse
    - Walmart Community Grants - \$500 from both Chanute and Fort Scott stores to purchase first aid kits
  - The 2026 Ram 1500 Crew Cab Truck (26<sup>th</sup> Annual Raffle Drawing prize) should arrive in Chanute around April 15<sup>th</sup>. It will roll off the assembly line on March 3<sup>rd</sup>. As this time, we have received 507 entries.
  - Due to a conflict, the date of the awards ceremony and Boardwalk BBQ have switched. The Annual Awards Ceremony will now be Friday, April 10<sup>th</sup> at Central Park Pavilion. The date for the Fredonia Golf Tournament has changed as well; it is now June 27<sup>th</sup>.
  - The dates for the 2026 Events are:
    1. April 10<sup>th</sup> -TVDS Awards Ceremony, Central Park Pavilion
    2. May 1<sup>st</sup> – Boardwalk BBQ, SEK Impact Center, Chanute
      - RSVPs will go out in mid-March. Entertainment is set as is photography, décor, and emcee.
    1. June 26<sup>th</sup> – 26<sup>th</sup> Annual Truck Raffle Drawing
    2. June 27<sup>th</sup> – Fredonia Golf Tournament -
    3. August 1<sup>st</sup> – Erie Golf Tournament
    4. September 12<sup>th</sup> – Fort Scott Golf Tournament

f. CDDO

- Bill reported that the state is working on a new funding methodology for CDDOs. The current structure is over 10 years old. The larger CDDOs are pushing for the new methodology.

7. Old Business

7.1 Policy Approval

As per our policy, the board voted upon policies reviewed during the December 4, 2025 meeting: Medical Policy 19 (Bruise Protocol); Medical Policy 20 (Head Injuries); Technology Policy 1 (Workstation Use and Security); and Technology Policy 8 (Use of Artificial Intelligence (AI)).

- Motion made to approve Medical Policy 19 (Bruise Protocol)(Susan/Sharon). Motion passed.
- Motion made to approve Medical Policy 20 (Head Injuries)(Susan/Rita). Motion passed.
- Motion made to approve Technology Policy 1 (Workstation Use and Security) (Anna/Susan). Motion passed
- Motion made to approve Technology Policy 8 (Use of Artificial Intelligence) (Susan/Janet Rash). Motion passed.

8. New Business

8.1 Policy Review

Bill introduced a new policy – CSP Policy 29. This policy would establish guidelines for the document destruction program. It has been reviewed by our attorney. The second policy under review is Personnel 305 (Holidays). The proposed changes clarify the definition of a part-time employee as well as add guidelines for holiday pay. The board will vote upon these policies at the next meeting.

8.2 Executive Session

Motion made to move to executive session to discuss matters relating to a person served, to include the CEO, Bill Fiscus, and the Vice President of Administration, Lea Chickadonz, for 5 minutes, to return at 7:31 pm (Susan/Rita). Motion passed. Following return to open session, no action was taken.

8.3 Executive Session

Motion made to move to executive session to discuss matters relating to a person served, to include the CEO, Bill Fiscus, and the Vice President of Administration, Lea Chickadonz,

for 15 minutes, to return at 7:48 pm (Susan/Rita). Motion passed. Following return to open session, no action was taken.

9. Comments from Individuals

None

10. Announcements

- Awards ceremony is April 10<sup>th</sup> at Central Park Pavilion
- The next meeting is scheduled for April 23<sup>rd</sup>.

11. Adjournment

Motion made to adjourn the meeting (Susan/Anna). Motion passed.

Respectfully submitted,

 3/30/2026

Anna Methvin, Secretary

Date

