

Tri-Valley Developmental Services, Inc.
Board of Director's Meeting
TVDS Administrative Office, 521 W. 35 Ch Pkwy, Chanute, KS/Zoom
November 7, 2024

Present: John McRae, Susan Jones, Georgia Masterson, Matt Morgan, Randy Lemasters, Janet Rash, Connie Hey, Jim Hogan, Sharon Suske, Derrick Payne, Angie Morrison, Rita Cornett

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

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

1. Call to Order

Chair John McRae called the meeting to order at 6:00 pm.

2. Adoption of Agenda

Two adjustments were made to the agenda. Under staff reports, the Operations Report was added. Under Announcements, the next board meeting's date was changed to December 12th. Motion made to adopt agenda as corrected (Sharon Suske/Jim Hogan). Motion passed.

3. Minutes of Last Meeting

The minutes from the September 5, 2024 meeting were presented. Motion made to accept minutes as presented (Susan Jones/Sharon Suske). Motion passed.

4. Treasurer's Report

Lea Chickadonz, VP of Administration, presented the financial report for the period ending September 30, 2024. Motion made to accept financial report as presented (Georgia Masterson/Angie Morrison). Motion passed.

5. Staff Reports

A. Program

- Melissa Cannon-Smith, VP of Programming, reported that Tri-Valley received a grant from the Fort Scott Area Community Foundation. The funds were used to acquire the Friendships and Dating Program which was developed by the University of Alaska Anchorage Center for Human Development. The program focuses on skill building for adults with disabilities in developing healthy relationships and boundaries. Our target date for the project to start is January.
- In October, a group of staff, including the Executive Team, represented Tri-Valley at the annual InterHab conference in Manhattan, KS. It was a great 3-day event and staff hope to incorporate what was learned.
- The dates are set for the 2024 holiday lunches. The dates are:
 - November 26th at the Fort Scott Service Center at Noon.
 - November 27th at the Neodesha Service Center at 11:30 am

- December 6th at Central Park Pavilion in Chanute at 11:30 am

B. Operations

- Joe O'Rourke, VP of Operations, reported on several projects currently underway.
 - The heating and cooling system at Rankin in Moline has been updated and is running well.
 - We have bids to replace the heating and cooling system at Fairway in Fort Scott.
 - The fence at Fairway has been replaced.
 - We have a flooring project underway in Fort Scott. Carpet has been pulled and vinyl luxury planks are being laid.
 - Joe purchased several refrigerators and stoves from Metro Appliance; they should be delivered soon. These new appliances will replace those that are over 20 years old.
 - Several interior painting projects are planned for this winter.
 - Joe is working with Cintas on our fire panel inspections.
 - Tri-Valley KDOT vehicles were inspected in October. Out of 13 vehicles, we only have two to three issues to resolve.
 - With the recent rains, we were able to see how well the new roofs held up at Administration and the Chanute Service Center. No new leaks were discovered.
 - We had water leaks at a few sites.
 - Staff have been clearing out the Eureka Service Center.
 - Two dead trees were removed from the Norris property in Neodesha.
 - Since the September meeting, the maintenance department has completed 112 repair slips.

C. Administration

- Lea Chickadonz, VP of Administration, thanked the maintenance department for their assistance with the KDOT inspections mentioned during the Operations report. Lea is working on our KDOT grant application for FY26. The grant will be submitted before the end of November.
- Sunflower Health Plan has changed providers for their non-emergency medical transportation. One staff in the HR department is busy making sure all drivers and vehicles are in the new system, Safe Ride.

D. CEO Report

- Bill Fiscus, CEO, informed the board that auditors would be present at the December 12th meeting for our annual audit presentation. As far as staff know, the audit went well.
- A holiday bonus was included in the FY25 budget. The checks should go out to staff right before the Thanksgiving holiday.
- Lea took a phone call on Wednesday regarding a former Tri-Valley board member. Gail King was a founding member of Tri-Valley from Bourbon County. She recently

passed away in Wamego. Her husband called to let us know of her passing. A memorial will be made in her honor.

E. Friends of Tri-Valley Foundation

- Tricia Campbell, Special Projects Coordinator, reported that the prize for the 25th annual raffle drawing will be a 2025 Ford F150 Platinum Edition Truck, purchased through Steve Faulkner Ford. Bid requests were sent to our local car dealerships and three bids were returned. At this time, we have 74 entries in the drawing.
- The Foundation board has decided to hold three golf tournaments in 2025. The proposed dates are: June 28th – Fredonia; August 2nd – Erie; and September 13th – Fort Scott.
- The Foundation board has decided to move the annual fundraiser, Boardwalk BBQ to a Friday night. Since its inception, the event has been held on Tuesday evenings. The proposed date for the 2025 event is April 4th at the SEK Impact Center in Chanute.
- Persons served in Chautauqua, Elk, Greenwood, and Wilson counties are once again selling poinsettias as a fundraiser.
- In 2025, Tri-Valley will celebrate its 50th anniversary. Plans are underway for a celebration near our May 1st date of incorporation.

F. CDDO

- Bill Fiscus updated the board on the CDDO contract negotiations with the state. We have a new contract with the state; mediation was not necessary. The state is sending contracts to the CDDOs for signatures. Hopefully, we can get our funding up to date; the state has not sent any CDDO payments since June.
- The state has decided to push back the date of implementation for their new assessment tool, MFEI. The new date is set for March 1st.

6. Old Business

6.1 Eureka Service Center

As was mentioned in the Operations report, the Eureka Service Center has been cleared out. With such a big building, it took seven people and two box trucks to clean it out. We had expected to close on the building at the end of October. However, the buyer asked to delay purchase until the end of November. The agreed-upon price for the building was \$15,000. Anything salvageable was kept. There were numerous Halloween decorations that were put to good use at the residential and service center sites.

6.2 Policy Approval

Policy CSP 17 (Staff Pets) was presented to the board during the September meeting for review. Motion made to approve CSP17 (Staff Pets) as presented (Sharon Suske/Randy Lemasters). Motion passed.

7. New Business

7.1 None

8. Comments from Groups or Individuals

None

9. Announcements

- The next Board Meeting will be December 12, 2024.

10. Adjournment

Motion made to adjourn meeting (Susan Jones/Jim Hogan). Motion passed.

Respectfully submitted,

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| <u>John McRae</u> | <u>12/12/24</u> |
| Chairman | Date |