

Tri-Valley Developmental Services, Inc.  
Board of Director's Meeting  
TVDS Administrative Office, 521 W. 35 Ch Pkwy, Chanute, KS/Zoom  
May 30, 2024

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

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

Staff Present: Bill Fiscus, Melissa Cannon-Smith, Lea Chickadonz, Tricia Campbell

Staff Not Present: Joe O'Rourke

1. Call to Order

Chair John McRae called the meeting to order at 6:12 pm.

2. Adoption of Agenda

We made one correction to the proposed agenda. We will remove 6.2 from the agenda. Motion made to adopt agenda as presented (Anna Methvin/Susan Jones). Motion passed.

3. Minutes of Last Meeting

The minutes from the February 22, 2024 meeting were presented. Motion made to approve minutes as presented (Connie Hey/Derrick Payne). Motion passed.

4. Treasurer's Report

VP of Administration Lea Chickadonz presented the financial report for the period ending April 30, 2024. Motion made to accept treasurer's report as presented (Randy Lemasters/Connie). Motion passed.

5. Staff Reports

a. Program Report

- i. VP of Programming Melissa Cannon-Smith reported on the new DSP+ Apprenticeship Program through the US Department of Labor. Tri-Valley was accepted into the program three months ago. At this time, three DSP staff are participating full-time in the program while getting paid for on-the-job training. They are also completing a series of "badge" courses through Wichita State University. They have just wrapped up the spring semester and enrolled for the summer online classes, which kick-off June 3<sup>rd</sup>.

- ii. Tri-Valley has been approved by Rehabilitation Services to provide pre-Employment Transition Services in Neosho and Bourbon Counties from January 1, 2024 through August 31, 2024. Pre-ETS is a summer paid work base learning program for students with disabilities from 14 to 21 years of age. Tri-Valley job coaches will work with the students on the skills needed to secure and maintain a job.. We have one referral in Bourbon County; the student is interested in health care. The job coach has been visiting healthcare facilities. We have no one interested in the program in Neosho County.
  - iii. Jeanne Davied, Surveyor from Kansas Department of Aging and Disability Services, visited Tri-Valley on May 7<sup>th</sup> for our annual licensing review. We are waiting on feedback.
- b. Administration Report
- i. VP of Administration Lea Chickadonz reported that we have begun a new staff evaluation tool. Supervisors are to meet with their staff at least once a quarter. The evaluation's first quarter is April through June.
  - ii. Tri-Valley did not receive any new KDOT vehicles for 2024. We will apply again next year.
  - iii. Starting in January 2025, the US Department of Labor is introducing a new wage limit for salary exemption status. This change may affect two or three staff. We are waiting to see what happens but are preparing for the change.
  - iv. Lea was pleased to announce that there will be no premium change for staff enrolled in Tri-Valley' BCBS health insurance.
- c. CEO Report
- i. CEO Bill Fiscus reported that effective March 1<sup>st</sup>, all persons served working in Chanute are being paid at least minimum wage. The remainder of the Service Centers will transition to minimum wage by the target date of July 1<sup>st</sup>. The plan is to eliminate our sub-minimum wage by July 1<sup>st</sup>.
  - ii. Bill gave an update on the 2024 Legislative Session
    - 1. Kansas Legislators are looking to increase the rate for the Supported Employment waiver. Currently, it is \$17 an hour. The legislature approved an increase to \$40 an hour. While Tri-Valley does not have anyone under this funding source, we will look further into the waiver.
    - 2. Over the last 15 to 20 years, we have seen a reduction in the state aid funds. It went from 19 million dollars to 5 million dollars; of which our share is \$97,000. This year, the legislature has put in an additional 1 million to the fund; our increase would be \$15,000.
    - 3. The legislature has approved removing 500 people from the waiting list. The Tri-Valley CDDO should have 17 individuals coming off the list. New

Beginnings CDDO might have three to four individuals come off as well. The longest wait time for services is 11 years. There are 5,300 people on the wait list.

- iii. VP of Operations Joe O'Rourke was unable to attend the meeting; Bill presented the operations report.
  - 1. We have several projects in process. Both Administration and Chanute Service Center roof repairs have been completed.
  - 2. At the Administration building, we had an issue with erosion near both driveways. We have fixed the erosion and poured new concrete for both driveways. At the Chanute Service Center, we had to tear out a section of concrete in the front parking lot.
  - 3. A concrete pad will be poured for the new greenhouse to be located at the Chanute Service Center.
  - 4. The roof repair has been completed at the Eureka Service Center.
  - 5. Three vehicles will be purchased prior to the June 30<sup>th</sup> deadline.
  - 6. We have concrete work in Fort Scott as well. The driveway at Fairway needed to be torn out. There was no rebar in the drive so a new driveway has to be poured. The entire driveway will cost between \$13,000 to \$15,000. At Jent, we had to tear out and pour a new front sidewalk.
- d. Friends of Tri-Valley Foundation
  - i. Special Projects Coordinator Tricia Campbell reported on the Foundation's recent fundraising events.
    - 1. On April 16<sup>th</sup>, the Foundation held its annual spring fundraiser, Boardwalk BBQ. The event was held at the new SEK Impact Center in Chanute. Approximately 150 people attended and raised \$12,000.
    - 2. On May 18<sup>th</sup>, the Foundation held its annual Erie Golf Tournament at the Prairie Ridge Golf Course. Seven teams played the event. We made approximately \$2,414,71.
    - 3. We still have three more golf tournaments for 2024. The dates are:
      - a. Fredonia Golf Tournament – June 29<sup>th</sup>
      - b. Chanute Golf Tournament – August 10<sup>th</sup>
      - c. Fort Scott Golf Tournament – September 14<sup>th</sup>
    - 4. The 24<sup>th</sup> Annual Drawing is set for Friday, June 21<sup>st</sup>. The prize is in. We have been able to display it when the weather has been nice. Right now, we have 1,280 entries. A mailing was sent out last week. We have a license for FY25.
    - 5. On May 10<sup>th</sup>, Tri-Valley held the annual Awards Ceremony in Chanute at Central Park Pavilion. Awards were given to:

- a. Employer of the Year – Sonic Drive In of Chanute and Neice Products of Kansas
- b. Achievement Award – Ben Lewis, Matt Ornstein, and Gay Purdy
- c. Ed Bideau Advocacy Award – Nikki Jacobs
- d. Masterson Family Award – James Hogan
- e. Friends of Tri-Valley Foundation Visionary Award - Max McReynolds
- f. Winfred Jent Award – Barbara McCord
- g. Lifetime Achievement Award – Knights of Columbus Council 1046 of Chanute
- h. Employee of the Year Award – Roxann Maloney

e. CDDO Report

- i. Bill reported that the state CDDOs are in negotiation with the state on the annual contract. There are still 15 issues to work out: five are close to agreement; the CDDOs are confident about six items; and four issues that will probably end up in mediation. The four issues are:
  1. CDDO Administration Funding. It was written that any increase in the waiting list would increase the CDDO Admin fund by 2.4 %. The state wishes to eliminate the wording for the 2.4% increase. It is their responsibility to get funding from the legislature. This year, it fell to the CDDOs to work with the legislature for an increase in funding for the waiting list. The state continues to say that funds are not available. This is the biggest issue.
  2. Assessment Tool. The state wants to change the assessment tool. Our current tool is tied to the funding mechanism. The state wants to change the funding mechanism to where they can figure out the rates.
  3. CDDO Physical Sites. The state wants all CDDOs to have physical sites. Most CDDOs have staff that work from home and have no physical offices. This is not a major issue.
  4. Online Referral System. The state wants the CDDOs to start using an online referral system. The issue is that none of the CDDOs know this system. The state will not provide the CDDOs with information on the system.

At this time, the current contract will probably be extended; this is the contract's third year. Our best course of action is to extend the current contract and go to mediation.

6. Old Business

- 6.1 Time Change – Board Meeting

At the February meeting, it was proposed that we move the meeting time for the board meetings. Bill sent out a poll to the Board of Directors for their thoughts. The tally was: nine wished to keep the current time; two suggested another time; two were fine with any time; and three did not vote. We will keep the Board of Director meetings at the 6:00 pm start time.

## 7. New Business

### 7.1 Eureka Service Center

Currently we have two individuals that attend the Eureka Service Center. One individual receives both residential and day services. They travel to Moline's Service Center three days a week. The second individual receives day only. They live in their own apartment without our support and have a job in the community. They attend Eureka Service Center sporadically; they work their community job four days a week. We were providing transportation for the jobs, but they have started to use the transportation service based in Eureka. It was staff's recommendation to close the Eureka Service Center and to sell the building. The first individual would move to Moline Day Services five days a week. The second individual would be included in all Moline activities and outings. At this time, there is no potential for growth in Eureka. We have one staff person in Eureka and they provide transportation to Moline. There will be no change in their job duties. John McRae asked that staff put together a cost analysis of the Eureka Service Center for the next board meeting in June. We would save around \$9,000 a year in insurance and utilities.

### 7.2 Staff Bonus

FY24 is coming to an end shortly. We are having a good year; our revenue at the end of April is \$308,000. In December, we also looked good and increased the approved December bonus. Bill would like to do a second bonus for all staff before the end of the fiscal year. A second bonus was not included in the budget. It was Bill's recommendation for the following

- \$750 bonus for staff who have been employed for over 6 months
- \$500 bonus for staff who have been employed from one to six months
- \$250 bonus for staff who have been employed for one month.

The bonus would cost \$109,000 and Tri-Valley would pay for all taxes. Motion made to approve a second staff bonus for FY24 (Georgia Masterson/Sharon Suske). Motion passed. A note will be sent to staff with the bonus to explain the reasoning and that this is a one-time bonus.

8. Comments from Groups or Individuals

None

9. Announcements

- The next board meeting will be June 27<sup>th</sup> at the Administrative office. The FY25 budget will be discussed.

10. Adjournment

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

Respectfully submitted,

*Anna Methvin*

Secretary

6-20-24

Date