Harvey-Marion County CDDO

Supporting increased independence, integration, inclusion, and productivity in individual homes and communities.

HARVEY-MARION COUNTY CDDO: BOARD of DIRECTORS

September 21, 2026

Meeting Minutes

Location: HMCDDO Meeting Room, 500 N. Main, Suite 204, Newton, KS 67114 ***(Zoom option also available to anyone that requests access).***

Directors Present: Clarke Dirks, Chair; David Welfelt, Vice-Chair; Lynne Fruechting, Secretary; Todd Weeks, Treasurer; Kristi Berning; Terry Scott
Directors Absent: Kimberlee Jost; Thomas Gill
Harvey-Marion County CDDO Staff Present: Kevin Gaeddert, Executive Director; Nancy Plenert, Meeting Recorder

Call to Order**.** Chair Clarke Dirks called the monthly Board meeting to order at 3:59 p.m.
Proxies: None.
Quorum Status: Quorum present.
Public Comment**:** None. A web link for public access to this meeting was posted with the Newton Kansan and Marion Record. https://harveymarioncddo.com/meetings

Minutes of August, 2026 Board Meeting**.**
ACTION: *Kristi moved to approve the August 17, 2026 Minutes. The motion was seconded by Lynne and passed by unanimous vote.*

Financials: Packets contain the August 2026 Profit & Loss report, the check register report, ICS check register report (balance over $250K), and balance sheet. At 02 of 12 months (17%), total income reflects receipt of County Mill & Assessment funds. The HMCDDO has yet to receive payment for CDDO administration. ***Update:*** Kevin reported that he received confirmation today that our 1st Quarter FY2027 CDDO Admin. and State Aid payments should arrive within a week!

- Balance Sheet dated **09/10/2026** reflects HMCDDO Total Assets at **$304,362.41.**

Kevin presented the following additional Agenda item: Proposal to obtain Suite 215 in place of Suite 206. TCM capacity is currently at 141. We are currently in Suites 206 and 207 which house 4 staff. Because the capacity of HMTCM is continually growing, we are actively seeking a 4th full-time TCM, with Jaci as the HMTCM Director. Suite 215 is for rent as of 10/01/2026. We have expressed interest in swapping our lease for Suite 206 with Suite 215. 215 would be the main TCM office with the current full-time TCMs, eventually the additional 4th TCM once that individual is hired.

- Jaci would remain in 207 with the TCM conference room.

- Currently we pay $650/month for 206 for two offices. Suite 215 is $1000 with the 4 office spaces, **an additional cost of $7,875 for FY27**. a. We have to add internet in 215 (Currently we all share the cost of one internet charge due to the close proximity of each office).
- b. Electricity cost will increase due to the size of the office, that being similar to the CDDO office.
- c. Additional rent of $350 a month on top of the budgeted $650 (totaling $1000)
- Proposing that we simply subtract these costs from the HMTCM line item that was originally budgeted to provide $16,766 in discretion funding. After the move to suite 215, HMTCM would only be providing $8,891, taking the Discretionary Funding from $90,962 down to $83,087. The HMCDDO continues to keep all current discretionary funded services (current FY27 obligation is around $60,000), as well as a $20,000 cushion for the remainder of FY27.

Kevin recommended that the Board approve a deposit of $1,000 to secure Suite 215, and bring this item to the Board for final approval at the October, 2026 Board meeting.

ACTION : *Todd moved to pay $1,000.00 to secure Suite 215, and bring this item to the Board for final approval at the October, 2026 meeting. The motion was seconded by Kristi and passed by unanimous vote.*

ACTION : *Clarke moved to approve the Financial report as presented. The motion was seconded by Todd and passed by unanimous vote.*

National, State (KDADS/KDHE/InterHab) & Local Updates:

- **HMCDDO:**
  - **IDD Modernization & the Community Support Waiver (CSW):**
    - The Community Support Waiver (CSW) launches on October 1, 2026. Currently, our only secured provider is the Financial Management Services provider for Self-Directed PCS – GT-Independence. Moving forward, our primary focus is recruiting providers for all other CSW services; we have already initiated the affiliation process with several candidates and will continue active outreach. Internally, our team is fully prepared for the rollout, with updated choice forms finalized and staff fully trained in the new onboarding process.
    - Kevin noted that KDADS has sent out 1,000 offers statewide for the Community Support Waiver. Locally, that amounts to 25 individuals per the waitlist dates outlined by KDADS.
  - **QA Policy/Protocol for Service Monitoring:**
    - The new HMCDDO Policy 010 revised & Service Monitoring protocol, effective 09/18/2026, has successfully passed all approvals and is now an active policy and will be implemented on 10/01/2026. We look forward to implementing this ongoing oversight, as it will provide our office with deeper insight into the real-time

challenges faced by both service providers and the individuals utilizing these services.

- **START Advisory Board:**
  - To represent the Harvey and Marion County region on the Kansas START advisory board, our office engaged five local agencies, resulting in nine appointed individuals. The collaborating agencies are:
    - NMCHealth
    - Newton Police Department
    - Newton DCF/Adult Protective Services (APS)
    - Prairie View
    - HMCDDO

- **HMTCM:**
  - **<u>Annual Report from Jaci Schrag (TCM Director):</u>**
    - **Team Status & Caseloads** We currently serve 140 active clients, a number that reflects 18 successful closures this year. Our team operates at high capacity, with three full-time TCMs managing full caseloads alongside my partial caseload. **A Board member asked what "18 successful closures" means. Kevin will clarify what that includes and report back to the Board.*
    - **Key Accomplishments & Service Metrics** Since January, we have provided over 2,100 documented hours of TCM services—with our actual impact tracking even higher as we finalize our data. Over the past year, our specific milestones include at least:
      - **7** Crisis Requests
      - **5** Parsons DDT&TS Requests
      - **3** Discretionary Funding requests
      - **6** Institutional/Waiver transfers to I/DD (including 3 returning to previous placements)
  - These metrics represent only a fraction of our daily operational workload, which heavily involves:
    - Provider transitions and residential transfers (including PCS to residential).
    - Managing behavioral issues, ER visits, and hospitalizations requiring AIR reports.
    - Facilitating IEP meetings, Transition meetings, Home Visits, and referrals (VR, Trinity Heights, Heidi's Helpers).
    - Ongoing development and coordination of PCSPs, BSP/PMPs, addendums, MFEIs, and general resource provisioning.
  - **Committees & Professional Development**
    - **Workgroups:** I participated in the PCSP workgroup, TCM training updates workgroup, CSW workgroup, and budget workbook testing, while also providing direct input for the TCM manual updates.
    - **Continuing Education:** Virginia and I attended the Charting the LifeCourse training in Kansas City, and Joyce and I are currently in the TCM trainings for CSW. The entire team is also looking forward to attending InterHab in October.
    - **Acknowledgments** I am incredibly grateful for the collective support that has made this year a success. While we have navigated our share of natural growing pains, my team has been

absolutely amazing. We truly could not have accomplished all of this without the dedication of each and every one of you.

Service Provider Capacity:

- ***Comprehensive Waiver:*** 3 residential, 1 shared living, 4 day service, 4 TCM, 1 agency directed PCS, and 5 FMS service providers are currently available for new referrals.
- ***Community Support Waiver:*** 4 TCM & 1 FMS service providers are currently available for new referrals.

Action on Service Management and Director's Report. *Kristi moved to acknowledge receipt of and accept the Service Management and Director's Report as presented. The motion was seconded by Lynne and passed by unanimous vote.*
Note: a copy of the Service Management and Director's Report is available upon request.

Other: Kevin gave a shout-out to Todd for arranging eligibility determination sessions for four students at Centre Schools. Todd's commitment to assisting students in this way is appreciated!

Adjourn: the meeting was declared adjourned in a motion made by Clarke and seconded by Kristi at 4:47 p.m.

Minutes recorded by: Nancy Plenert

Next Meeting: Monday, October 19, 4:00 p.m.
HMCDDO Board Room; Newton, KS
https://harveymarioncddo.com/meetings