



# Harvey-Marion County CDDO

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

---

## HARVEY-MARION COUNTY CDDO: BOARD of DIRECTORS

June 17, 2024

### Meeting Minutes

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

**Directors Participating: In Person:** Kristi Berning, Chair; Marilyn Loganbill, Vice-Chair; Craig Simons, Secretary

**Present via Zoom:** Kimberlee Jost; Don Schroeder; Todd Weeks; Thomas Gill

**Directors Absent:** Randy Dallke

**Harvey-Marion County CDDO Staff Present:** Kevin Gaeddert, Executive Director; Nancy Plenert, Meeting Recorder

Call to Order. Chair Kristi Berning called the monthly Board meeting to order at 4:00 p.m. Thomas Gill was welcomed to the meeting as a new Board member. Thomas lives in Marion County and serves as a representative of Parents/Guardians/Persons with I/DD.

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 May 20, 2024 Board Meeting.

**ACTION:** Marilyn moved to approve the May 20, 2024 Minutes. The motion was seconded by Kristi and passed by unanimous vote.

Financials: Packets contain the May 2024 balance sheet, Profit & Loss by Class report, the check register report, & the ICS account report (above \$250k). At 11 of 12 months (92%), total Income reflects receipt of all County Mill, State Aid, CDDO Admin Funds, & BASIS Assessment payments.

- Balance Sheet dated **06/06/2024** reflects HMCDDO Total Assets at **\$307,583.69**
- Current Budget Overages:
  - 6005 - Communications (phone/internet): A few payments went to this line item that were eventually switched over to 6111, this put this line over budget but has since been corrected.
  - 6090 – Audit: Two payments went to this line item that were eventually switched over to 6111, this put this line over budget but has since been corrected.
  - 6110 - Tech Support: This will be over this year due to the cost to restore our account through Microsoft regarding our email outage back in 01.2024
  - 6111 - Software Subs: This will be over due to moving our Microsoft subscription & annualizing that payment to New Era Technology.



# Harvey-Marion County CDDO

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

---

- 6530 - Trinity Heights: THRP will be over budget, however the Resource Allocation Committee developed the funding plan for THRP to mitigate this issue for FY25 (review last month).

***ACTION:*** *Craig moved to accept the financial report as presented. The motion was seconded by Todd and passed by unanimous vote.*

## National, State, & Local Updates:

### **State/Local:**

- **Waiting List:** The HMCDDO continues to work with the 32 identified families by scheduling Functional Assessment meetings, and providing education to those that have questions about HCBS and the process moving forward.
- The **CDDO/KDADS FY25 Contracting Process:** At this time, we still do not have a contract that has been agreed to for FY25. Kimberlee asked what a normal time frame is for having an approved contract. Kevin said that we have had contract extensions since he was hired in 2019. At this point, CDDO's are hoping for another contract extension. No contract = no payments from the state. Todd asked what happens when there is a delay in getting an approved contract. Kevin replied that last year, we didn't receive payments from the state until November. Statewide, there is support from Senators and Legislators for KDADS to be more responsive, but it hasn't made a difference.
- Our office recently met with the **Harvey & Marion County Commission** for our annual budget requests.
- Entering pilot phase regarding **Behavioral Health Supports** with Goodlife Innovations & Healthy Behavioral Practices. They gave their initial presentation to our affiliate group last month and will be presenting to the TCM group this month. This service will provide tiered behavioral supports: Tier one is a general education of healthy behavioral practices for all of our providers. The second tier will be training geared towards effective behavioral support plans for our TCM providers. And the final tier will be reserved for individuals with extremely high behaviors and complex needs. The identified individuals will receive remote behavioral supports with a Goodlife Behavioral Specialist, in hopes of coordinating care with the medication provider to have a comprehensive behavioral support system in place for each of these individuals.
- The ABLERoadshow: The State Treasurer's Office will be coming to Newton on 06/27/2024 @ 3:30pm. The meeting will be at the Newton Public Library and the intent will be to provide tailored insights into ABLERaccounts and empower communities with essential information. Registration (below) for the Newton ABLERoadshow 06/27/2024 @ 3:30pm  
<https://www.surveymonkey.com/r/6YLJMM8>
- HMCDDO meeting with City of Newton to discuss possible options of including Individualized Justice Plans for individuals with frequent law enforcement involvement, as well as those on probation.
- Elizabeth Schmidt will step down from her role as Quality Assurance Specialist to fully retire. Our office will begin the process of evaluating the options regarding this position with more to come in the near future.

### Service Provider Capacity:



# Harvey-Marion County CDDO

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

---

- Our service area currently has two available providers for residential services, four available day service providers, and two available providers for TCM services. Our service area also has six fiscal management providers (assists individuals/guardians with self-directed Personal Care Services).

**Action on Service Management and Director's Report.** Marilyn moved to acknowledge receipt of and accept the Service Management and Director's Report as presented. The motion was seconded by Kristi and passed by unanimous vote.

Note: a copy of the Service Management and Director's Report is available upon request.

**Approve HMCDDO FY2025 Draft Budget & FY24/25 Funding Requests.** Kevin presented the DRAFT FY2025 Budget. The budget includes the requested budget amounts for Project SEARCH (\$35,000) and Trinity Heights Respite Program (\$70,000). There are no hybrid interns for next year, so nothing is budgeted for Expense Item 6560. Trinity Heights Respite Expense Item 6530 receives an increase of \$26,000 to account for their overspending in FY2024, based on program growth and increase in hourly reimbursement. No amount was budgeted for Expense Item 6535, Trinity Heights Summer Program. Expense Item 6112, Equipment Upgrades and Replacement includes funds to upgrade to a new server. Although the Budget contains a 4% Cost of Living Adjustment, Wages decreased overall, due to a part-time staff leaving. Four individuals receiving Discretionary-Funded Direct Supports will be offered wait list funding in FY2025. Since this process takes some time, their supports are budgeted for 5 months. The decreased Discretionary-Funded Direct Supports amount made it possible to restore some funds to Transportation. To Finalize the FY2024 Budget, the Resource Allocation Committee has the following recommendation: It is estimated that HMCDDO will have an excess of approximately \$40,000 in Expense Item 6560, Discretionary-Funded Direct Supports in FY2024. We have historically funded Tabor Project Search at \$30,000.00 per year. *The Resource Allocation Committee's recommendation to the Board is to funnel the \$4,912.00 remaining in Expense Item 6560 Tabor SEARCH Intern Scholarships to Tabor SEARCH Program Support. Along with the \$13,000.00 that was budgeted for Program Support, an additional \$12,088 from Discretionary-Funded Direct Supports will be paid to Tabor SEARCH for Program Support, bringing the FY2024 Tabor SEARCH Program Support total to \$30,000.00.*

**Approval of FY2024 Tabor SEARCH budget recommendation.** Craig moved to approve the recommendation for the FY2024 Tabor SEARCH Program Support funding increase, to \$30,000.00. The motion was seconded by Kristi and passed by unanimous vote.

**Approval of FY2025 Draft Budget.** Craig moved to approve the DRAFT FY2025 Budget as presented, which includes a 4% COLA. The motion was seconded by Marilyn and passed by unanimous vote.

**Recognition of HMCDDO Board Member: Randy Dallke.** Kevin expressed appreciation to outgoing Board member, Randy Dallke. Randy completed two terms of service, from 2018 to



# Harvey-Marion County CDDO

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

---

2024. He was also involved in the early formation of the CDDO, serving an additional two terms of service, from 2007 to 2012. Thank you, Randy!

Jonah Gehring, Marion Co. Commissioner, has been appointed to serve on the Board beginning next month.

Kevin expressed appreciation to HMCDDO Board members for their dedication and support.

Adjourn: the meeting was declared adjourned at 4:48 p.m.

Minutes recorded by:           Nancy Plenert          

**Next Meeting: Monday, July 15, 2024**  
**HMCDDO Board Room; Newton, KS**  
<https://harveymarioncddo.com/meetings>