



# Harvey-Marion County CDDO

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

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## HARVEY-MARION COUNTY CDDO: BOARD of DIRECTORS

500 Main Place; Suite 204; Newton, KS 67114

February 24, 2020

### Meeting Minutes:

**Location:** Harvey-Marion County CDDO Meeting Room

**Directors Present:** Jared Jost, Chair; Craig Simons, Vice-Chair; Mary Gill (joined at 4:10 p.m.); Marilyn Loganbill; Anita Unruh; Jennifer Dies (joined at 4:03 p.m.)

**Directors Absent:** Greg Nickel, Secretary; Kristi Berning, Treasurer; Randy Dallke

**Harvey-Marion County CDDO staff Present:** Kevin Gaeddert, Executive Director (by phone); Nancy Plenert, Meeting Recorder

**Call to Order.** Chair Jost called the meeting to order at 4:01 p.m.

Proxies: Jared Jost proxy for Greg Nickel; Craig Simons proxy for Kristi Berning.

Quorum Status: Quorum present.

Additions to Agenda: None

**Public Comment:** None.

**Minutes of January 27, 2020 Board Meeting.** Opportunity for review and discussion of the January 27, 2020 Board Meeting Minutes was given. Jared noted a correction to the Minutes: The grant for Project Search is not in jeopardy; rather, the general funding for the Special Ed. program is in jeopardy. As funds tighten, there is less available for the various funded entities within the Special Ed. program. **ACTION:** *Craig moved to approve the January 27, 2020 minutes, with Jared's correction noted above. The motion was seconded by Anita and passed by unanimous vote.*

**Financial Report:** Packets contain the July 2019 through January 2020 Profit & Loss by Class report, the check register report, and balance sheet. At 7 of 12 months (58%), total Income reflects receipt of first and second quarters of State Aid, CDDO Admin & County Mill from both counties, plus revenue from functional assessments.

Expenses: General Operating Expenses total 59.27%. 5500 remains elevated (67.51%) due to Executive Director transition (severance package and vacation payout). 6005, 6100 & 6112 are all elevated due to the transition to the new phones & IT systems, programs and software that were all previously approved by the HMCDDO Board. Some of these payments were annualized and therefore have elevated the budget percentage for the month and should stabilize in the

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### Harvey-Marion County Community Developmental Disability Organization

500 N. Main; Suite 204 • Newton, KS 67114 • Phone: 316-283-7997 • Fax: 316-283-7969



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coming months. 6040 is elevated as we had some color copy overages and we have since transitioned to a new copier lease and this will level out in the near future as expenses normalize. 6050 is elevated is a bit higher than anticipated and we are working to lower these costs in the coming months. Balance Sheet reflects Total Assets at \$205,915.27 - Check register report includes regular expenses. **ACTION:** *Jennifer moved to accept the financial report as presented. The motion was seconded by Marilyn and passed by unanimous vote.*

**Selection of Audit Vendor:** Of the four requests for audit proposal sent out, we received one bid – from Lindburg Vogel Pierce Faris, Chtd. This firm has conducted our audit for the past 6 years. Audit firm Knudsen Monroe sent a response declining to submit a bid. In discussion of the bid amount, Anita suggested contacting CDDO's of similar size to check on their audit cost. It was also suggested that Kevin follow up with Swindoll, Janzen, Hawk and Loyd, since they perform audits for the Marion Co. Spec. Ed. coop, as well as local school districts. Discussed Greg's comments from an e-mail dated 2-19-20. Greg noted that he would like to see an expanded explanation by the audit firm on their opinion on the financial statements, as well as their methods for testing financial data. Marilyn said that the reporting from our FY2019 audit is typical language for auditors. **ACTION:** *The selection of audit vendor was tabled to next months' meeting, pending inquiry to CDDO's of like size regarding audit cost, and follow-up with Swindoll, Janzen, Hawk and Loyd.*

**Service Management Report:** Kevin reviewed the monthly service data showing that as of 01/31/20, the total number in the database is 293, Eligibility: Packets requested: 4; Packets returned: 3; Determined Eligible: 3; Determined In-Eligible: 0 Total number for TCM: 233; Day Supports – 122; Residential Supports – 93; and Personal Care Services – 56; Total waiting – 116 **Adverse Incident Reports (AIRS):** Other – Victim: 2 Medical Hospitalization: 8 Psychiatric Hospitalization: 1

**National, KDADS/KDHE/InterHab & Other State & Local Updates:** Federal: Block Granting Medicaid and the effects on those who support our population as well as potential future consequences moving forward. State: Invisible Kansans: SB 348 & HB 2550 which deals specifically with provider rates and how that leads to support worker (DSP) wages. InterHab has focused on this issue and is following (along with many other issues related to our work) these bills through their "Bill Tracker" that is reviewed with the InterHab GA group every Friday. Medicaid expansion is stalled out again! If Medicaid expansion was to pass, it would result in many DSP's being eligible for Medicaid. CMS Final Rule Assessments have all been completed by HMCDDO affiliated service providers. Local: Continue to review all HMCDDO Service Area Policy & Procedures for upcoming Peer Review (06.03.2020). There is only a minor change that I

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will be reviewing with our Affiliated Provider Network in 03/20 and hopefully bringing to the HMCDDO for review in 04/2020.

**HMCDDO Service Network Capacity:** All affiliated providers of HCBS IDD Day and Residential Supports are accepting referrals. We continue to have no providers available for agency-directed Personal Care Services. Self-directed Personal Care Services are available with five different Financial Management Providers from which to choose. Five of five affiliated TCM providers are available options. Maxim Healthcare Services has inquired about affiliating in our area to support persons with Specialized Medical Care. We are currently in the process of obtaining all needed documentation to get this in place by 03/2020.

2020 Affiliate Meetings had their first combined meeting, relating to Law Enforcement. Mike Yoder with the Newton Police Department and David Yoder with the Harvey County Attorney's office were the guest speakers providing information and answering questions as it relates to the I/DD population. Our next meeting topic will be incorporating the Early Childhood coalitions for Harvey & Marion counties. There was further discussion about the Law enforcement meeting. Craig asked what the main message from Law Enforcement was. Kevin replied, Mike Yoder with NPD stressed that "we are here as a last resort". Providers are struggling as they are supporting more individuals with dual diagnosis. Using 911 at times becomes a crutch in dealing with individuals who have escalated behaviors. Kevin is following up with the Dir. of Emergency Dispatch in Salina. They maintain a database of specific information that individuals/guardians have consented to provide. This is helpful to have on file when police respond to 911 calls, or otherwise encounter in the community. Craig: Do police officers get any training specific to our population? Kevin: Yes, and Mike Yoder is willing to work with our providers to provide specific training. Anita: Does this discussion need to happen with Marion County law enforcement? Kevin: Once the program is established with the Newton Police Dept., plans are to work with Sheriff's departments of both counties. Newton Police Department currently meets with Prairie View on a quarterly basis for training and collaboration. **ACTION:** Anita moved to accept the Service Management Report and Director's Report. The motion was seconded by Jennifer and passed by unanimous vote.

**Other:** Jared announced that Dr. David Sheppard, Administrator for Marion County Special Ed. Coop, has submitted his resignation. Plans are underway to find his replacement.

**Adjourn:** The meeting was adjourned at 4:47 p.m.

**Next Meeting:** Monday, March 16, 2020 @ 4 pm @ 500 Main Place, Suite 204, Newton, KS

Minutes recorded by: \_\_\_\_\_ Nancy Plenert \_\_\_\_\_

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