

Board Meeting 10/28/2013

Location: New Beginnings Board Room – Neodesha

Board Member Attendance: Jim Hogan, Larry Moore, Rachel Clasen, Rochelle Chronister, Janet Rash, Delbert Lampson, Joanie Cain

Board Members Absent: Teresa Kirkpatrick

Staff Member Attendance: Joe O'Rourke, Kirbie Evans, Martha Heffron, Angela Allen

Staff Member Absent: None

I. Routine

- A. Call to Order** – The meeting was called to order by Chairman Hogan at 5:10 PM.
- B. Notice of Quorum** – A Quorum did exist.
- C. Approval of Minutes** – The minutes of 9/23/2013 were reviewed and approved (Jim Hogan, Rochelle Chronister). Motion carried unanimously.
- D. Changes to the agenda**

None

II. Business and Finance

Rochelle Chronister read the September financials.

***Action Item:** Rachel Clasen made a motion to accept the September financials as presented. The motion received a second from Larry Moore. The Board approved unanimously.*

III. Operations Report

A. Operations Report for September

The October CDDO monthly report was presented by Angela Allen. Eighty-seven individuals currently being served in the CDDO area. CDDO has been attending trainings for TCM's and providers for inclusion into KanCare. Martha Heffron, Director of Services, summarized the September monthly report. Chili cook-off in Moline, attending State Fair, and Poinsettia Kickoff in Neodesha. Also highlighted Direct Support Staff recognition week. Joe O'Rourke, Director of Case Management, discussed September totals of \$8,187.48; net decrease of \$1,288.77 over August. Human Resources report reviewed for September. September had 3 new hires (1 FT and 2 PT), 0 resignations, 2 terminations (fired or quit w/o notice), 0 promotions and 1 status changes (PT to FT). Docu-Shred Program collected 9,130.00 lbs. in September (7,370.00 lbs. billable; 1,760.00 lbs non-billable). Eleven paper bales; 9 cardboard currently in storage.

IV. Old Business

A. Update on Jacob Dykes Debt Reduction

Discussion

Letter was sent to parents regarding the arrangement that was discussed with the Board on June 3rd. The NBE, Inc. CSP Late Payment Policy (121.0) that a reminder notice will be sent out requesting payment. If payment hasn't been received within 2 weeks of the reminder, the Director of Finance will call or email. Letter sent September 23rd.

V. New Business

A. BC/BS Update

Discussion

Major changes occurring with insurance due to Affordable Care Act (ACA). The SHOP has been established for companies online with fewer than 50 employees to look for rates. Sent in application for price quote for group. Will continue to provide information as issue develops.

B. Audit Report

Discussion

Randy Hoffman from Yerkes and Michels will be present at November Board meeting to discuss audit findings.

C. MCO Credentialing Update

Discussion

A separate contract must be signed with each of the 3 MCO's. It takes approximately 20 days to get credentialed and another 20 days for contract to be approved. Services must be pre-authorized in advance if a contract hasn't been approved by January 1, 2014.

D. Policy Revision – Sick Leave 30.0

Action

NBE currently offers 10 days of sick per year. Revision requests 7days due to expense of staffing 10 days of sick per employee. Employees will be able to keep current number of sick hours.

Action Item: Rachel Clasen made a motion to accept the Policy Revision – Sick Leave 30.0. The motion received a second from Rochelle Chronister. The Board approved unanimously. Policy will go into affect January 1, 2014.

VI. Adjournment

The Board adjourned at 6:15 p.m. Rachel Clasen made a motion to adjourn and was seconded by Janet Rash.

Respectfully Submitted by: _____

Rochelle Chronister, Secretary/Treasurer