

## **Board Meeting 2/24/2014**

**Location: New Beginnings Board Room – Neodesha**

**Board Member Attendance:** Jim Hogan, Larry Moore, Teresa Kirkpatrick, Rachel Clasen, Rochelle Chronister, Janet Rash, Joanie Cain

**Board Members Absent:** Delbert Lampson

**Staff Member Attendance:** Joe O'Rourke, Kirbie Evans, Tara Cunningham, Donna Schoonover

**Staff Member Absent:** Martha Heffron

### **I. Routine**

**A. Call to Order** – The meeting was called to order by Chairman Hogan at 5:03 PM.

**B. Notice of Quorum** – A Quorum did exist.

**C. Approval of Minutes** – The minutes of 1/27/2014 were reviewed and approved (Rochelle Chronister, Larry Moore). Motion carried unanimously.

**D. Changes to the agenda**

### **V.**

**B. Policy Change 3.3**

**C. Director of HR**

### **II. Business and Finance**

Rochelle Chronister read the January financials.

*Action Item: Teresa Kirkpatrick made a motion to accept the January financials as presented. The motion received a second from Joanie Cain. The Board approved unanimously.*

### **III. Operations Report**

#### **A. Operations Report for January**

The February CDDO monthly report was presented by Tara Cunningham. Eighty-nine individuals currently being served in the CDDO area; 4 eligibility determinations currently in process. KDADS and CMS came to an agreement on the inclusion of I/DD long-term supports and services within KanCare beginning February 1<sup>st</sup>. With the inclusion of I/DD in KanCare, individuals on the underserved waiting list should receive additional services prior to July 31, 2014. on information from CMS. Need to determine underserved in our CDDO area. Joe O'Rourke presented Martha Heffron's January monthly report. Sad to report the passing of Lyle Farley. Lyle lived in Neodesha before transferring to Eureka. Numerous Day Hab activities reported at all 3 sites. Joe O'Rourke, Director of Case Management, discussed January totals of \$8,555.70; net increase of

\$1,072.17 over December billing. Human Resources report provided by Donna Schoonover, Director of Human Resources. January 2014 totals: 2 new hire (1 FT and 1 PT), 1 resignations, 1 terminations (fired or quit w/o notice), 0 promotions and 3 status changes (PT to FT, PT to FT, and LOA to PT). Docu-Shred Program collected 7,544.00 lbs. in January (6,972.00 lbs. billable; 572.00 lbs non-billable). Seventeen paper bales; 12 cardboard currently in storage.

#### **IV. Old Business**

##### **A. Credit Line Update**

##### **Action**

Proposals for setting up a credit line were discussed. Proposals were collected from all 3 banking institutions in Neodesha and compiled in a spreadsheet for review on select areas.

*Action Item: Rachele Clasen made a motion to wait until April's Board meeting to make selection. The motion received a second from Joanie Cain. The Board approved unanimously.*

#### **V. New Business**

##### **A. MCO Update**

##### **Discussion**

Board notified that I/DD services officially carved in as of February 1, 2014. Began billing thru MCO's and have received 1 weeks of billing information since billing is 2 weeks behind.

##### **B. Policy Change 3.3.**

##### **Action**

Policy update on 3.3 Other Benefits. Change from 90 days to 60 days in terms of eligibility for health insurance benefits. This change reflects policy change from BC/BS.

*Action Item: Rochelle Chronister made a motion to approve the policy revisions. The motion received a second from Larry Moore. The Board approved unanimously.*

#### **Executive Session**

A motion was made by Janet Rash to enter into Executive Session at 5:50 pm for a period of 15 minutes to discuss personnel matters. The motion received a second from Rachel Clasen.

The Board came out of Executive Session at 6:05 pm with no action taken.

**C. Director of Human Resources**

**Action**

Change in title for Donna Schoonover from Assistant Director of Human Resources to Director of Human Resources effective January 1, 2014.

*Action Item: Rochelle Chronister made a motion to approve the policy revisions. The motion received a second from Janet Rash.*

**VI. Adjournment**

The Board adjourned at 6:07 p.m. Rochelle Chronister made a motion to adjourn and was seconded by Larry Moore.

**Respectfully Submitted by:** \_\_\_\_\_

**Rochelle Chronister, Secretary/Treasurer**