

JCDS GOVERNING BOARD MEETING MINUTES November 19, 2019

1.0 Call to Order

Mr. Dale Chaffin, Chairperson, called the meeting to order at 5:32 p.m. Board members present were: Dale Chaffin, Gayle Richardson, Kyle Russell, Rick Marien, and Debbie Scott Williams. Members absent: Bob Stephan (excused absence) and Bob Duncan. Others in attendance were Chad VonAhnen, Executive Director and staff members Shelly May, Tim Arnold, Mandy Flower, and Shelly Toft. Also in attendance was Michael Ashcraft, Johnson County Commissioner; Joe Connor, Assistant County Manager; and Tara Markley, K-State Extension Director.

2.0 Minutes

Mrs. Scott Williams moved and Mr. Marien seconded to approve the October 22, 2019 minutes as written. Motion carried.

3.0 Financial Reports

Mr. Arnold reported that as the agency gets close to year-end, all financials are on track.

Mrs. Richardson moved and Mr. Marien seconded to accept the October 2019 Financial Report as written. Motion passed.

Mr. VonAhnen discussed the current process being undertaken to secure an electronic health record system for the agency. This system will replace an outdated document records system that has been recently problematic in accuracy and security. JCDS is working with the county's information technology staff and is at the stage of considering which of several programs that were evaluated would be of most benefit to the agency. Additional county departments worked on this endeavor as well and the system chosen will be one that has many additional functions to the one currently used. Additional billing, nursing, and report capabilities will be included and the new system is expected to replace another wage payment system for individuals served that should save several thousand dollars a year.

The board asked to see a vendor presentation when the software is selected.

4.0 Presentations

Ms. Tara Markley introduced herself and provided an overview of her services. Ms. Markley has previously worked with both the Friends of JCDS and the Johnson County Community Developmental Disabilities Organization (JC CDDO). She noted the goal for Friday's retreat would be to identify about three challenges to implementation or changes to service.

5.0 Board Action Items

Mrs. Richardson moved and Mr. Marien seconded to approve the proposed slate of officers to serve in 2020: Chair – Kyle Russell, Vice Chair – Debbie Scott Williams, Treasurer – Rick Marien, and Secretary – Bob Duncan. Motion approved.

Ms. Toft presented the proposed meeting dates for 2020 and commented on a few deviations from the usual fourth Tuesday dates for meeting. The board agreed to the list, noting two changes from the fourth Tuesday to the third Tuesday – April 21 and May 19. Ms. Toft will send the board a list of approved dates.

6.0 Board Committees/Liaisons

Mr. Marien stated the Friends of JCDS organization is looking at the possibility of a 16th house purchase.

Mrs. Richardson commented on a letter the Families for KanCare Reform submitted to the local office of the Centers for Medicare and Medicaid regarding case management conflict of interest. The group was not supportive of the response received.

7.0 Director's Items

Ms. May stated the state licensing process would take place this week at JCDS. The biggest concern is how the state may perceive the issues with the State Fire Marshal.

Ms. Flower stated the CDDO's Peer Review has been conducted and the final report is expected to be received later in the week. However, three of the areas with recommendations included separation of location for the CDDO from a provider; new eligibility trainings; and updates to the list of services open on the website.

A video was shown about Micah Wickstrom, JCDS Employee, instrumental in the development of the Papercrete Works program.

8.0 Executive Session

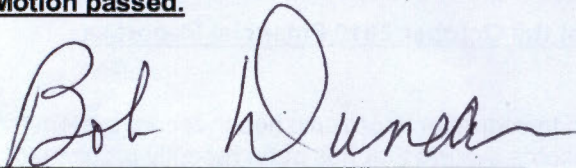
Mrs. Richardson moved and Mr. Russell seconded to adjourn into Executive Session at 6:45 p.m. until 7:00 p.m. to discuss a non-elected personnel matter. Motion passed.

Mrs. Richardson moved and Mr. Russell seconded to return to public session at 6:54 p.m. Motion carried.

Mrs. Richardson moved and Mr. Marien seconded to authorize a 5% increase to the existing salary of the Executive Director in accordance with agency and county policies. Motion approved.

9.0 Adjournment

Mrs. Richardson moved and Mrs. Scott Williams seconded to adjourn the public meeting at 6:56 p.m. Motion passed.



Mr. Bob Duncan, Secretary (Effective 1/1/20)

Recorded by:
Shelly Toft