

**FRANKLIN COUNTY SB40
RESOURCE BOARD**

Date: August 8, 2022

Time: 7:00 pm

Place: meeting held via WebEx

Board Present via WebEx: Ms. Katherine Chambers, Ms. Laura Conley, Mr. Steve Wilmesherr, Mr. Larry Sikes, Mr. Paul LaVigne., Ms. Elaine Holladay, Ms. Linda Sentivany, Ms. Colleen Kuenzel

Board Absent: Mr. Walter Murray Jr.

Staff Present via WebEx: Ms. Kimberlyn MacDonald-Executive Director, Ms. Anne Barry, Ms. Amanda Sammet, Ms. Diane White

Agenda-MOTION was made by Ms. Katherine Chambers, seconded by Ms. Laura Conley, to approve the agenda. Motion carried (7-0).

Public Comments-none

Minutes-MOTION was made by Mr. Larry Sikes, seconded by Ms. Katherine Chambers, to approve the June 13, 2022, meeting minutes. Motion carried (7-0).

Treasurer's Report- Ms. Amanda Sammet, Accountant, presented the June and July financial reports.

MOTION was made by Ms. Colleen Kuenzel, seconded by Ms. Elaine Holladay, to accept the Treasurer's report. Motion carried (7-0).

Retirement Resolution- Ms. Kimberlyn MacDonald reported that the retirement plan has come due for restatement and the attached resolution will require the board's review and approval.

MOTION was made by Ms. Colleen Kuenzel, seconded by Ms. Katherine Chambers, to adopt the retirement resolution as written. Motion carried (7-0).

Executive Director's Report- Ms. Kimberlyn MacDonald presented MACDDS updates including the extension of the COVID public health emergency, the targeted competition of the MACDDS salary survey, and the announcement that MO Department of Mental Health is in the process of outsourcing about 2,200 cases to keep state Service Coordinators at manageable Medicaid caseloads of no more than thirty-seven. Ms. MacDonald reported that she was chosen as a participant in the Value Based Purchasing Targeted Case Management Workgroup. Ms. MacDonald also reported on COVID-19 and Monkey Pox numbers in Missouri. Ms. MacDonald stated that all consumers that had received temporary transportation services from area provider agencies have been transitioned back to OATS effective August 8th. Ms. MacDonald announced that the CARF virtual survey will be held on August 22 and 23rd, and that our agency was

selected as the Union Chamber of Commerce business of the month in July. Ms. MacDonald presented the FY2023 Executive Director's FY 2023 Strategic Placemats to address SB40 internal stakeholders, workplace mental health, and operational excellence. Ms. MacDonald further clarified that **Internal Stakeholders** are our SB40 employees as they are in need of the following supports:

1. Greater work/life balance
2. Continued robust recruitment efforts from leadership, such as the utilization of indeed, social media (job posting on our website and Facebook); MACDDS/MARF multi-media campaign (SB40 has hired a total of three Service Coordinators in the months of July and August)
3. Comprehensive retention incentives such as competitive salaries and benefits packages, annual raises, and continued teleworking/telecommuting flexibilities

Mental Health Wellbeing

1. Again, greater work/life balance
2. Ongoing workplace wellness and EAP services through H&H Health Associates paid by SB40 and free to employees, with at least twice a year onsite or virtual engagement trainings to be put in place
3. Continued mental health day off vouchers during annual performance evaluation
4. Lower caseload numbers (carrying 52-58 cases and should be at 35-37; Roughly 72-74 Non-Medicaid cases have been assigned to the TCM Leadership team in order to get the Service Coordinators to manageable caseloads
5. Allow opportunities for employees to attend networking/professional growth trainings and conferences

Operational Excellence can be achieved despite internal staffing shortages as Service Coordinators begin to feel rejuvenated and demonstrate more work/task engagement. Service Coordinators can regain that higher level of commitment once work/life balance can be obtained, and these small investments will improve the overall productivity and presentism for all IDD individuals we serve.

Ms. MacDonald also presented board workshop dates to consider.

Agency Presentations-

- a. TCM-Ms. Diane White, Director of Service Coordination, presented 4th quarter reports including audit results, goals, assessments completed, and numbers served. Ms. White also reported that due to staffing shortages service availability and ISL placements have been affected. Ms. White also reported that TCM is preparing for the upcoming CARF Accreditation survey.

Public Hearing on Tax Rate- Ms. Amanda Sammet presented details of the 2022 Tax Rate.

MOTION was made by Mr. Larry Sikes, seconded by Ms. Linda Sentivany, to set the tax rate at the highest level possible for 2022. Motion carried (7-0).

Nominations/Election of Officers-Mr. Steve Wilmesherr stated that all officers of the board can be reappointed with the exception of the Treasurer, who has served two terms.

MOTION was made by Ms. Katherine Chambers, seconded by Ms. Elaine Holladay, to reappoint the Chair, Vice Chair, and Secretary to serve another term. Motion carried (7-0).

MOTION was made by Mr. Larry Sikes, seconded by Ms. Linda Sentivany, to appoint Ms. Colleen Kuenzel as Treasurer. Motion carried (7-0).

Code of Ethics, HIPAA/Confidentiality- The members of the board reviewed these documents.

a. **Conflict of Interest Resolution-** The members of the board reviewed the resolution.

MOTION was made by Ms. Linda Sentivany, seconded by Ms. Laura Conley, to approve the Conflict-of-Interest Resolution. Motion carried (7-0).

New Business-none

MOTION was made by Ms. Colleen Kuenzel, seconded by Mr. Paul LaVigne, to adjourn the meeting. Motion carried (7-0).

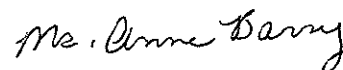
Meeting adjourned.

Respectfully submitted,



Ms. Laura Conley

Recorded by,



Ms. Anne Barry

ATTACHMENTS

June/July Financial Reports

Retirement Resolution

Executive Director Report

TCM Reports

Code of Ethics/ HIPAA/Confidentiality

Conflict of Interest Resolution

Missourian Publications