

Adair County SB40 Developmental Disability Board

Executive Director's Report – August, 2018

Service Coordination – Current caseload = 397. Service coordinators have logged a total of 998 hours for the month, which is an average of 91 per service coordinator when divided by 11 SCs. The 2 leads are making the transition to doing half-time case management and half-time supervisor duties. The new service coordinators are still in training mode but are becoming more skillful. Dana has returned from maternity leave and is learning the Quality Assurance position while assisting with training for the new coordinators and helping to cover for the one that resigned. Hopefully, we will be able to fill the vacancy quickly.

Human Resources – The service coordinator performance appraisal has been revised to align with the service coordinator core competencies. We will be transitioning to the new format with the 9/1 anniversaries and hope to use a similar format for other positions within the organization. The employees all met to discuss health insurance for the 9/1 renewal and the option to add additional plans. Everyone chose to remain on the current insurance plan. There was a great response to the enrollment for the Medical Leave Bank. The employees are very appreciative of the board's decision to match the initial donations of time, as well as to contribute toward the cost of dependent health insurance.

Equipment/Property – We are currently still awaiting a second bid for the remodeling project at the McPherson office. This remodel would create a larger conference room and divide existing offices to ensure we have enough office space for our staff.

Marketing Update – Jordan Worcester is finishing up the project for our new logo and related materials. We should have this by the end of the week. Once received, we will be ordering our new marketing materials, letterhead, business cards, shirts, etc.

MACDDS – There was conversation regarding each agency's allocation from the state and how it is calculated. Concerns were raised that the allocation is not adjusted when new people enter services, which results in a shortfall in the allocation. Discussions will be held with the Division on this issue. The Missouri Business Acumen group continues to learn about Managed Care in order to define statewide outcomes with the goal of maintaining targeted case management at a local level with no waitlists.

Community Learning Center (CLC) – The summer youth program has wrapped up after a successful summer. Project STIR graduation took place in July with 4 graduates for this class. Kim and Melissa have been working hard on the committee for the Community Engagement Conference. Materials will be available very soon. See the CLC monthly report for more information.

Community Development – I continue to work with Janet Gooch from Truman and Andy Grimm from the Health Council regarding getting Autism Services started in our community. Our next step will be visits with DMH staff in Autism Services and the director of the Thompson Center in Columbia. I have met with and provided information to Rodney Sadler with Kirksville Parks and Rec regarding accessibility for the new Aquatic Center as well as other Kirksville parks. We will meet again when they are a bit further along with the project. I have also met with Sheryl Ferguson at the Kirksville Vo-Tech School. She is excited about the possibility of a program to train Direct Support Professionals. We will be scheduling a meeting with providers to discuss what this type of program could look like.

Upcoming Outreach Events – Planning continues for our Annual Meeting and Community Celebration to be held on September 25th at Cornerstone Church. We will be recognizing the DSP of the Year as well as Community Partners, Employers and Educators.

Meetings/Events attended:

- 6/25-29 (Kim) National AAIDD Conference
- 6/27/18 All-Staff Meeting
- 7/3/18 Employee Relations Meeting
- 7/3/18 (Krista) Project THRIVE Provider Mtg
- 7/4/18 Holiday
- 7/12/18 CLC Staff Meeting
- 7/12/18 (Nancy) CIT Meeting
- 7/13/18 Nancy meet w/Jack M
- 7/16/18 Project STIR Graduation
- 7/17/18 (Krista) Project THRIVE Provider Mtg
- 7/18/18 Area Scene
- 7/19/18 (Krista) CASSP
- 7/19/18 (Nancy) System of Care
- 7/20/18 (Nancy) Comm Opp Bd Mtg
- 7/24/18 (Nancy) APSE Leadership Conference
- 7/25-26/18 APSE Conference-Columbia
- 7/25-26/18 (Nancy) MACDDS-Columbia
- 7/25/18 (Virgie) Regional Interagency Council
- 7/26/18 (Nancy) Mt w/Rodney Sadler, KV Parks
- 7/27/18 (Nancy) Autism Center Meeting
- 7/30/18 (Nancy) Mt w/Sheryl Ferguson, KVT
- 7/31/18 CLC Staff Meeting
- 7/31/18 Conference Planning Meeting
- 7/31/18 (Nancy) Moderate Senate Forum
- 8/2/18 Meeting w/Todd Dublin re Insurance
- 8/2/18 Management Meeting
- 8/6/18 Monthly TCM Conference Call
- 8/7/18 Employee Relations Meeting
- 8/7/18 All-Staff Meeting
- 8/7/18 (Krista) Project THRIVE Provider Mtg
- 8/7/18 Quarterly Provider Meeting
- 8/9/18 Poverty Simulation
- 8/13/18 Brown Bag Lunch Managed Care
- 8/14/18 (Nancy & Dana) Excel Training
- 8/15/18 (Kim) Area Scene
- 8/15/18 TCM Inservice – Mary O’Haver
- 8/15/18 Conference Planning Meeting
- 8/15/18 Imperative Training Webinar
- 8/16/18 (Krista) CASSP
- 8/16/18 (Nancy) Project THRIVE Governing Bd
- 8/16/18 (Nancy) System of Care
- 8/17/18 (Nancy) Community Opp Bd Mtg
- 8/20/18 (Nancy) Meet w/Jack M?
- 8/21/18 Conference Planning Meeting
- 8/21/18 Board Meeting/Public Hearing

Upcoming Meetings/Events:

- 8/22-23/18 Imperative Purpose Training
- 8/24/18 Quarterly Meeting w/KRO
- 8/27/18 Canva Training
- 8/27/18 Vocational Rehabilitation Meeting
- 8/28/18 Brown Bag Lunch Managed Care
- 8/29/18 TCM Inservice MO Housing
- 8/30/18 (Nancy) Pryor Training-Quincy
- 8/30/18 ARC Meeting
- 9/3/18 Holiday-Office Closed
- 9/4/18 Employee Relations
- 9/4/18 Management Meeting
- 9/4/18 Project THRIVE Meeting
- 9/5/18 TCM Inservice-MO Mentors
- 9/6/18 CLC Staff Meeting
- 9/7/18 Charting the LifeCourse-Columbia
- 9/10/18 Monthly TCM Conference Call
- 9/11/18 ARC Summit-Columbia
- 9/11/18 Board Meeting
- 9/12/18 Supported Decision Making Symposium-Columbia
- 9/13/18 All-Staff Meeting
- 9/13/18 (Nancy) CIT Meeting
- 9/13/18 United Way Kickoff
- 9/18/18 Project Thrive Meeting
- 9/19/18 Area Scene
- 9/20/18 (Krista) CASSP
- 9/20/18 (Nancy) Project THRIVE Gov Bd
- 9/20/18 (Nancy) System of Care
- 9/21/18 (Nancy) Pryor Trng-Columbia
- 9/24-28/18 Virgie’s Vacation
- 9/24/18 (Sean) Vocational Rehabilitation
- 9/24/18 Pryor Trng-HR Law, KV
- 9/25/18 Annual Meeting & Awards Night
- 9/26/18 (Toni) TCM Meeting-Columbia
- 9/26-27/18 (Nancy) MACDDS-Columbia
- 9/28/18 (Nancy) Comm Opp Bd Mtg
- 10/1/18 Monthly TCM Conference Call
- 10/2/18 (Nancy) Governmental Affairs
- 10/2/18 Employee Relations Meeting
- 10/2/18 Management Meeting
- 10/4/18 CLC Staff Meeting
- 10/4-5/18 MOPELRA Conference-Columbia
- 10/8/18 Columbus Day Holiday – Office Closed
- 10/9/18 Board Meeting
- 10/10/18 All-Staff Meeting
- 10/12/18 Midwest Autism Conference
- 10/16/18 Community Engagement Conference
- 10/17/18 MACDDS Pre-Conference
- 10/18-19/18 MACDDS Conference