

Adair County SB40 Developmental Disability Board

Executive Director's Report – February, 2018

Service Coordination – Current caseload = 389. The service coordinators have continued to be very responsive to the need to cover additional people while one SC has a reduced caseload. They have been working hard to meet the needs of the individuals. They have logged a total of 999 hours for the month which is an average of 99.9 hours per SC. They have also started to use the new templates for the ISPs for the non-Medicaid and waiver individuals. They appear to like the new plans. The workgroup to help determine a plan to provide case management to individuals without Medicaid continues to work on a proposal for the board that addresses services, funding and eligibility. We are preparing to send letters to affected individuals to let them know that their services will be changing.

Equipment/Property – Huber & Associates has installed our new firewall and CableOne replaced our modem. Tiffany is investigating options for additional heating/cooling for the lounge room at the Community Learning Center as it is difficult to regulate the temperature. Quotes for electronic card locks at the Country Club location, which would enable us to allow groups to access the building at their approved times, have been posted as part of the board packet.

Non-Medicaid Case Management – The committee met to begin discussing what our program will look like. They plan to model our program after Camden County's program for Community Resource Coordination. Service Coordinators have already begun using a scaled-down version of the Individual Support Plan (ISP) template for those without state-funded services. The state has shared that it will be using a rate of \$36/hour for a set number of hours (still being negotiated) to reimburse TCM entities for services for individuals receiving Autism Services (PAC) or Purchase of Services (POS). This rate is similar to one that would be paid for therapies to individuals. The committee discussed using this \$36 rate for our Non-Medicaid Case Management rather than our cost of \$75 as previously discussed, which would allow for more services to individuals in outlying counties. The state has completed their letter to individuals without Medicaid but has asked TCM entities to send the letters out, so our committee has decided to include our own letter in the same mailing to further explain what will happen in terms of services we will be providing.

Human Resources – The newly formed Employee Relations Committee has met both in person and via email. They have also added a suggestion box upstairs to gather feedback anonymously. Employees were invited to sign up for leadership development training opportunities at a reduced rate through Fred Pryor Seminars. We had eight different people sign up for trainings including: Leadership, Team-Building and Coaching Skills for Managers and Supervisors, HIPAA Compliance for Healthcare Professionals, Managing Emotions Under Pressure, Making the Transition from Staff to Supervisor, How to Deal with Employee Behavior, Managing Multiple Priorities, Projects and Deadlines, and Dealing with People. Krista was also invited to join the Kirksville Schools in their Trauma Informed Training. We have renewed our memberships in MOPELRA (Missouri Public Employers Labor Relations Association) and SHRM (Society for Human Resource Management).

Marketing Update – Julie Lochbaum identified a Design student from Truman who is interested in developing our Marketing Plan as her capstone project. Emily LaMarche met with Kim, Melissa and Nancy to discuss our needs and has agreed to take on the project. She will be working on a new logo and a comprehensive marketing plan including messaging, color palette and a brand book. Feedback will be solicited from the board and staff as pieces are developed.

Community Learning Center (CLC) – Kim and Melissa are continuing to inform individuals and providers about the changes to the Center operations. Melissa is working on details for the Summer Youth Program based on feedback received from the surveys. Kim, Melissa and Nancy will be holding regular team meetings to make sure all duties are divided in an appropriate manner. They will be attending a Project Management seminar to help with managing all of the events they will be coordinating, including the upcoming Art Show that we have taken the lead on after the Regional Office was no longer able to do so. Melissa has also been asked to present at the Charting the LifeCourse Showcase in Kansas City coming up in April.

Meetings/Events attended:

- 1/10/18 All-Staff Meeting
- 1/10/18 Non-Medicaid Case Mgmt Workgroup
- 1/10/18 (Nancy) Project THRIVE Gov. Bd.
- 1/10/18 Meraki Firewall Installation
- 1/11/18 Close early due to Ice
- 1/12/18 (Andy, Nancy) Mtg @ KRO re Provider
- 1/15/18 Holiday-Closed
- 1/16/18 Non-Medicaid Case Mgmt Workgroup
- 1/16/18 (Virgie) Project THRIVE
- 1/17/18 Judevine Inservice
- 1/17/18 (Kim) Area Scene
- 1/18/18 (Nancy) System of Care
- 1/18/18 Chamber of Commerce Banquet
- 1/19/18 (Nancy) Community Opp Bd Mtg
- 1/22/18 (Tonya) Due Process Mtg
- 1/24/18 PPL Self-Directed Inservice
- 1/24-25/18 (Nancy) MACDDS-Columbia
- 1/29/18 Management Meeting
- 1/29/18 Marketing Meeting
- 1/29/18 (Virgie) Vocational Rehabilitation
- 1/31/18 (Virgie) Regional Interagency Coordinating Council
- 2/5/18 Monthly TCM Call
- 2/6/18 (Nancy) Governmental Affairs
- 2/6/18 Quarterly Provider Meeting
- 2/7-8/18 (Krista) Trauma Training
- 2/8/18 (Virgie) Forms Committee
- 2/8/18 (Nancy) Crisis Intervention Team
- 2/9/18 (Tonya) Interagency Meeting
- 2/9/18 Mtg with CVA
- 2/12/18 State of the City – EDA Building
- 2/13/18 Aflac Open Enrollment
- 2/13/18 Art Show Meeting

Upcoming Meetings/Events:

- 2/13/18 Board Meeting/Mixer
- 2/14/18 All-Staff Meeting
- 2/15/18 (Nancy) System of Care
- 2/16/18 (Melissa C) Heartland Task Force
- 2/19/18 Holiday-Closed
- 2/20/18 STEAM Summit
- 2/20/18 Kirksville Day at the Capitol
- 2/20/18 (Virgie) Project THRIVE Provider Mtg
- 2/21/18 LOQW CARF Meeting
- 2/21/18 (VS & TB) TCM Meeting - Columbia
- 2/21/18 (Melissa C) Area Scene
- 2/21-22/18 (Nancy) MACDDS-Columbia
- 2/26/18 (Virgie) Vocational Rehabilitation
- 2/26/18 (Virgie) Due Process Meeting
- 2/27/18 (Tonya & Dana) MOCABI Training
- 2/28/18 Management Meeting
- 3/2/18 (Nancy) Dealing w/People Trng – STL
- 3/5/18 Monthly TCM Call
- 3/6/18 (Nancy) Governmental Affairs
- 3/6/18 Leadership & Team-Building Training
- 3/6/18 Legislative Education On-the-Road
- 3/6/18 (Virgie) Project THRIVE
- 3/8/18 (Nancy) Crisis Intervention Team – Victimization Presentation by Ed Thomas
- 3/9/18 (Tonya) Interagency Meeting
- 3/13/18 Disability Rights Legislative Day-JC
- 3/13/18 Board Meeting
- 3/14/18 All-Staff Meeting
- 3/15/18 System of Care
- 3/16/18 Community Opportunities Board Mtg
- 3/20/18 Project Management Training
- 3/28-29/18 MACDDS
- 4/19/18 Art Show Gala