

Adair County SB40 Developmental Disability Board

Executive Director's Report – June, 2020

Service Coordination – Current caseload = 426. Logging for May up slightly from April at 997 hours. This was an average of 90.6 hours per 11 service coordinators, which is still down from normal with SCs unable to visit people face to face or bill for travel time. Service coordinators continue working to contact every person on their caseload each month to ensure their wellbeing during this time. We hope to begin doing some “distance visits” per DMH guidelines effective 8/1 as well as continue telehealth visits for the foreseeable future.

Infrastructure – Our facilities remain closed through July. We hope that we'll begin returning to the office on August 1st. We will evaluate the pandemic numbers as we get closer. Tiffany continues to set things up for when the rest of the staff return to the office, whether it be daily or in rotating shifts. She has been working to acquire needed Personal Protective Equipment (PPE) and cleaning supplies, which has been a challenge and will delay the reopening of our facilities. We have had maintenance done on the HVAC systems. The new door locks will be installed as soon as the parts come in. We have the water bottle fillers and are waiting for the plumber to install them. Our custodian has not yet returned to work, but will return with a job coach to learn the enhanced cleaning safety guidelines, hopefully before the end of the month.

Outreach – The MACDDS conference for October has been cancelled. Our local Community Engagement Conference is working on going virtual with the structure still being determined. I met with the Greenwood Center committee and discussed the current environment. Preferred is still interested in doing the pilot project; however, their services are being delivered virtually at this time. We will revisit in six months to determine where we stand with the pandemic and work on next steps. Julie Lochbaum, Janet Gooch and I will present at the virtual COPLAC conference on June 30th about our partnership with the Greenwood Center.

MACDDS – MACDDS will continue to hold shorter virtual meetings until we are safely able to be together again. MACDDS Executive Director Connie Cunningham has resigned, as has the office assistant, so as Secretary/Treasurer I am busy working with the President and President-Elect to manage the office functions and our audit until new staff is hired.

Community Development – ATSU and FLATS have their proposals ready for the May board meeting. The Aquatic Center proposal will be presented early in the next fiscal year. Julie Lochbaum is putting together a proposal for Julie, Janet Gooch and I to present at the COPLAC virtual conference in June about our partnership with the Greenwood Center. Physical improvements continue to happen on the facility and we hope for an update on the operational side of things soon.

Community Learning Center – Kim and Melissa continue to host Facebook Live events twice daily to share programming on our SB40 Facebook page. They have also launched the Circles class and Informed Citizen class online through Google Classroom. More information about CLC outreach can be found in their monthly report.

Meetings/Events attended:

- 5/12/20 Board Meeting
- 5/13/20 All-Staff Meeting
- 5/13/20 Budget Prep Mtg
- 5/14/20 UR Meeting
- 5/14/20 Tiffany-KV Leadership Institute
- 5/15/20 DMH Conference Call
- 5/15/20 Friday Happy Half Hour
- 5/19/20 CLC Team Mtg
- 5/20/20 Area Scene
- 5/20/20 MACDDS Exec Committee Mtg
- 5/21/20 UR Meeting
- 5/21/20 MACDDS Board Mtg
- 5/21/20 CASSP
- 5/21/20 System of Care
- 5/22/20 DMH Conference Call
- 5/22/20 Friday Happy Half Hour
- 5/25/20 HOLIDAY-Office Closed
- 5/27/20 MACDDS Conference Committee Mtg
- 5/27/20 Greenwood Center Meeting
- 5/28/20 UR Meeting
- 5/28/20 MACDDS Meeting
- 5/29/20 DMH Conference Call
- 5/29/20 Friday Happy Half Hour
- 6/1/20 Monthly TCM Call
- 6/2/20 Employee Relations Mtg
- 6/2/20 Chamber Governmental Affairs Mtg
- 6/2/20 Management Team Mtg
- 6/3/20 TCM Team Meeting
- 6/3/20 Due Process Meeting
- 6/4/20 MACDDS Board Meeting
- 6/4/20 UR Meeting
- 6/4/20 Webinar
- 6/5/20 DMH Conference Call
- 6/5/20 Friday Happy Half Hour
- 6/5/20 Work from Home Webinar
- 6/8/20 Finance Committee Meeting
- 6/9/20 Conference Planning Meeting
- 6/9/20 Webinar
- 6/10/20 MACDDS Board Meeting
- 6/11/20 UR Meeting
- 6/12/20 DMH Conference Call
- 6/12/20 Friday Happy Half Hour
- 6/16/20 CLC Team Meeting
- 6/16/20 UR Meeting
- 6/16/20 Conference Planning Meeting
- 6/17/20 Area Scene
- 6/18/20 MACDDS Board Meeting
- 6/18/20 CASSP
- 6/18/20 System of Care
- 6/18/20 MACDDS Governmental Affairs
- 6/18/20 Webinar-Remote Workforce
- 6/19/20 DMH Conference Call
- 6/19/20 Friday Happy Half Hour

Upcoming Meetings/Events:

- 6/22/20 State of the District
- 6/22/20 Tiffany-Kirksville Leadership Institute
- 6/22/20 COPLAC Practice Session
- 6/23/20 Board Meeting
- 6/24/20 All-Staff Meeting
- 6/24/20 MACDDS TCM Meeting
- 6/25/20 UR Meeting
- 6/25/20 MACDDS Meeting
- 6/26/20 MACDDS Board Meeting
- 6/26/20 DMH Conference Call
- 6/26/20 Friday Happy Half Hour
- 6/29/20 Management Team Meeting
- 6/29/20 Supported Decision Making Consortium
- 6/30/20 COPLAC Conference Presentation
- 7/3/20 HOLIDAY-Office Closed
- 7/7/20 Employee Relations Meeting
- 7/7/20 Chamber Governmental Affairs Mtg
- 7/9/20 UR Meeting
- 7/10/20 DMH Conference Call
- 7/10/20 Friday Happy Half Hour
- 7/13/20 Monthly TCM Call
- 7/14/20 Board Meeting?
- 7/15/20 All-Staff Meeting?
- 7/15/20 Area Scene
- 7/16/20 CASSP
- 7/16/20 UR Meeting
- 7/16/20 System of Care
- 7/16/20 MACDDS Governmental Affairs
- 7/17/20 Community Opportunities Bd Mtg
- 7/17/20 DMH Conference Call
- 7/17/20 Friday Happy Half Hour
- 7/20/20 Quarterly Mtg with KSRO
- 7/21/20 CLC Team Meeting
- 7/21/20 Candidates' Forum
- 7/23/20 UR Meeting
- 7/23/20 Tiffany-Kirksville Leadership Institute
- 7/23/20 MACDDS
- 7/24/20 DMH Conference Call
- 7/24/20 Friday Happy Half Hour
- 7/30/20 Management Team Meeting
- 8/1/20 Tentative "Reopen" Date
- 8/11/20 Board Meeting/Public Hearing??
- 8/18/20 Board Meeting/Public Hearing??