

Adair County SB40 Developmental Disability Board

Executive Director's Report – October, 2020

Service Coordination – Current caseload = 419. Logging for September was 1,149 hours, which is an average of 104.5 hours per 11 service coordinators. We had several absences during the month and were still primarily doing remote visits, so this is a great result. Several SCs continue to work remotely to limit the amount of people in the office each day. We have now had several individuals test positive for the virus, and the sheltered workshop has shut down for two weeks. We continue working on the ISP project through FileBound are excited about the increased efficiencies this project will bring. We also had our annual review with Judy Satterfield, our DMH Technical Assistance Coordinator, to go over our audits and trends for the year. This went very well with only minor findings to be corrected.

Infrastructure – Our facilities remain closed to the public. The management team is looking for us to be in “green” status before we reopen. And if we should move up to “red” status, we anticipate having the team work remotely again. Our new outdoor cameras have been installed and allow us to monitor the McPherson building remotely if the need arises. We may want to look at incorporating the Country Club building in the future. We are exploring “RingCentral”, an internet-based calling and meeting system, which would provide the infrastructure to improve our communications and looks like it will save us money.

Outreach – The Community Engagement Conference has been postponed until spring as no one had signed up to attend. Hopefully by then, it will be able to be held in person or in a hybrid format. We received several thank yous from DSPs in our area for their recognition gift. We continue working with ATSU to get their Community Mentors program established and are now in the process of recruiting standardized patients. It has been much more difficult to recruit mentors than anticipated due to the pandemic.

MACDDS – At the last MACDDS virtual meeting, we worked on our strategic plan and legislative priorities and received an update from Val Huhn, Division Director. Also, Val has been promoted to the Deputy Director for the Department of Mental Health. She will continue to serve also as Division Director until her position is filled. We did receive some good news this past week as the Governor has released some funding to begin removing people from the waitlist. However, many providers are still stretched way too thin and it is uncertain how many people will be able to receive services until the DSP crisis and rate issues are addressed. As MACDDS treasurer, I have been working on our 2018-2019 audit, which should be coming to an end in the next week. I have also been selected as President-Elect for the coming year, which is a great honor. I believe the relationships that we have formed through our membership in the Association have benefitted us greatly and will continue to help us advocate at a state level on behalf of the people we serve. MACDDS is sponsoring a training by Robert Cox on 10/22 from 9-11 on Trauma Informed Care for staff and individuals.

Community Learning Center – Kim's last day will be Friday, 10/16, and we wish her the best with her new position at Preferred Family Healthcare. We are working to transition her duties to Melissa and me moving forward. Melissa continues to host Facebook Live events twice daily to share programming on our SB40 Facebook page. There were several Mandt trainings held during September. These are now on hold again as our local virus numbers continue to climb. More information about CLC outreach can be found in their monthly report.

Meetings/Events attended:

- 9/9/20 All-Staff Meeting
- 9/13-19/20 DSP Recognition Week
- 9/14/20 Monthly TCM Conference Call
- 9/15/20 Mtg w/IMS re ISP Project
- 9/16/20 CLC Team Meeting
- 9/16/20 TCM Team Meeting
- 9/16/20 Area Scene
- 9/16/20 HIPAA Huddle
- 9/16/20 ATSU Clinical Experience Interview
- 9/17/20 CASSP
- 9/17/20 MACDDS Board Meeting
- 9/17/20 System of Care Meeting
- 9/17/20 Supported Decision Making Small Group
- 9/18/20 Heartland Task Force
- 9/21/20 Mandt Training
- 9/21/20 Due Process Meeting
- 9/22/20 Mandt Training
- 9/22/20 ATSU Clinical Experience Interview
- 9/22/20 HIPAA Webinar
- 9/22/20 Tiffany – Kirksville Leadership Institute
- 9/23/20 Social Committee Meeting
- 9/23/20 Demo – CARITY Software
- 9/23/20 MACDDS Executive Committee Meeting
- 9/24/20 MACDDS
- 9/24/20 ISP Project Mtg w/IMS
- 9/25/20 DMH Call
- 9/28/20 Mandt Training
- 9/28/20 Annual Review with Judy
- 9/28/20 Reverse Job Fair Meeting
- 9/29/20 Mandt Training
- 9/29/20 Supported Decision Making Symposium
- 9/29/20 Mtg for ATSU Community Mentors Prog
- 9/29/20 Chamber of Commerce Town Hall
- 10/1/20 Management Team Meeting
- 10/1/20 MACDDS Board Meeting
- 10/2/20 UR Committee Meeting
- 10/2/20 ATSU Clinical Experience Interview
- 10/5/20 Monthly TCM Conference Call
- 10/6/20 Employee Relations Mtg
- 10/6/20 Chamber Governmental Affairs Mtg
- 10/6/20 Social Committee Meeting
- 10/7/20 TCM Team Meeting
- 10/7/20 TASH Legal Symposium
- 10/8/20 ISP Project Mtg w/IMS
- 10/8/20 MACDDS Finance Committee Mtg
- 10/8/20 ATSU Clinical Experience Interview
- 10/9/20 UR Committee Meeting
- 10/9/20 Interagency Meeting
- 10/9/20 DMH Conference Call
- 10/9/20 RingCentral Demo
- 10/9/20 Friday Happy Half Hour
- 10/12/20 HOLIDAY – Office Closed
- 10/13/20 CLC Transition Meeting
- 10/13/20 High Hope Grand Opening
- 10/13/20 Board Meeting

Upcoming Meetings/Events:

- 10/14/20 All-Staff Meeting
- 10/14/20 ATSU Clinical Experience Interview
- 10/15/20 CASSP
- 10/15/20 MACDDS Board Meeting
- 10/15/20 State of Education Address
- 10/15/20 Provider Relief Fund Webinar
- 10/15/20 UR Committee Meeting
- 10/15/20 System of Care
- 10/15/20 MACDDS Governmental Affairs
- 10/16/20 Heartland Task Force
- 10/16/20 All-Staff Virtual Lunch Celebration
- 10/19/20 Due Process Mtg
- 10/20/20 CLC Team Meeting
- 10/21/20 TCM Team Meeting
- 10/21/20 Area Scene
- 10/22/20 Robert Cox Training
- 10/22/20 Tiffany-KV Leadership Institute
- 10/22/20 ISP Project Mtg w/IMS
- 10/23/20 UR Committee Meeting
- 10/23/20 HIPAA Training
- 10/23/20 Friday Happy Half Hour
- 10/27/20 ATSU CMP Presentation re SB40
- 10/30/20 UR Committee Meeting
- 10/30/20 HIPAA Training
- 11/2/20 Monthly TCM Conference Call
- 11/3/20 Employee Relations Meeting
- 11/3/20 Chamber Governmental Affairs Mtg
- 11/3/20 Management Team Mtg
- 11/4/20 TCM Team Meeting
- 11/5/20 MACDDS
- 11/6/20 UR Committee Meeting
- 11/10/20 Board Meeting
- 11/11/20 All-Staff Meeting
- 11/12/20 Tiffany-KV Leadership Graduation
- 11/17/20 State of the County Address
- 11/24/20 Present @ Joint Service Club Lunch
- 11/26-27/20 HOLIDAYS-Office Closed