**SOUTHEASTERN DEVELOPMENTAL SERVICES**

BOARD OF DIRECTORS MEETING MINUTES

June 3, 2024

**Call to Order**

**Roll Call**

**Members Present**

**Members Absent**

**Staff Present**

**Approval of Minutes**

**Executive Directors Report**

Maintenance Report & CIE/CP Report

MC – Master of Ceremonies

**Financial Report**

Mr. Todd Hillstad of Ark Valley Bookkeeping.

**Residential Managers Report**

Mike Trout, currently on his second month with SDS, welcome!

**Day Program Managers Report**

Megan Kirmer, with SDS for # years now, thank you Megan!

**SLS Managers Report**

MacKenzie Stornetta, with SDS for # years now, thank you MacKenzie!

**Medical Managers Report**

Tessa Navarrette, with SDS for # years now, thank you Tessa! Thank you Tessa for putting together the awesome tacos!

**Director of Operations Report**

Congratulations Kristina Fiene on her return as our Director of Operations!

**Director of Human Resources Report**

Director of Human Resources, Kristina’s report.

**New Business**

New hires include # DSP’s

Toggled residential ideas of 5 House Supervisors vs 2 Residential Manager Assistants. Decided on 2 Residential Manager Assistants – Vivian Cave and Susan Kirk

Mary Atencio from residential to medical assistant

Sue Lawrence from CIE/CP consultant to Training/QA assistant

Sonia Naverrette hired as the Admin Asst/Finance, this is a welcome back! Currently in Trinidad at LACRC training on how to run payroll on Paycom, cross training wasn’t available.

Letisia Garcia is currently our part-time Training/QA Manager and will soon be available full-time.

Kristina Fiene has been hired back as the Director of Operations – Congratulations to all new hires, moves, and promotions!

**Old Business**

Hiring Event – very successful pull of community members seeking employment, very busy and positive day.

Survey POC continues with monitoring.

Seamless and positive transition in the majority of departments through May with new administrative changes.

**Events and Fundraising**

Walter Ely Scholarship – Winners notified. Invite to the Open House and/or here at the agency with Board members and photos to give checks.

SDS Bombers fundraiser brought in $1500.00 for new gloves, bats, and uniforms for the season. Thank you Shane Aguilera and staff for their work to make this happen.

June 13th SDS to Garden City Zoo.

Open House will be June 20th from 11 AM to 6 PM with potato bar and refreshments.

Wiley Hay Days June 28th and 29th SDS Corn Roast booth.

Lamar Pride Day June 29th

**Executive Session**

**Public Comment**

Adjourn: PM

Recorded by: