Attendees:

1. Jason Whisenand
2. Don Yoxismer
3. Bart Buxton
4. John Munez
5. Teresa Madrid
6. Mario Figueroa
7. Mark Henson
8. Nicole O’Harra

Call to order: 12:30pm

* Request to move public comment before start of meeting
  + Public comment attendee: Stacie Perkins
    - Stated that her separation from SDS was not done correctly
    - SDS keys were returned
    - She was banned from SDS
    - Request to release funds from Principal 401K account to her
      * Mark, Nicole and Jason offered explanation which was refused to be heard
    - Stacie exited room
* Mark: Stated actions that have been taken into releasing funds to Stacie
  + Board: Request for correspondence to Stacie of actions taken to release funds.
* Financials
  + Non present for meeting due to invoices not being turned in on time.
    - Board requests to have financials for monthly meetings and also have pay increases listed on reports
* Operations Report
  + Incident reports
    - Saturday night client had a behavior. Staff and a different client were hit. No ER visits were needed. Client woke up in a bad mood and progressed into.
    - violent behavior.
    - 19 GER’s and 2 behaviors
      * Fall and seizures have been higher due to heat.
      * Documentation is being done correctly and employees have been responding appropriately
  + Department Updates
    - Residential
      * Changes have been made to schedules to accommodate staff requests and needs
      * Previous weeks scheduling was bad
        + Board requests reports that were previously presented on overtime frequency and reasons
      * Sleep staff
        + Considering removal of sleep staff in homes.
        + Homes that currently have sleep staff will receive an extra DSP for Graveyard shift in case of emergency. Does not apply to all homes.
        + Still in the works- Trying to find out how to implement change
      * 12th ST
        + Eliminated 2 DSP’s In the home as is not required per case management as no client in the home has a rights restriction.
        + 2 hour check ins are being implemented
      * Oak ST
        + 3 Clients in the home who have no restriction of rights
        + Clients are allowed to move freely in community without supervision
        + DSP’s have concerns about JS being unsupervised at home. He has no restrictions of his rights
    - Day program
      * Ran well while manager was away at convention
      * ISSP and Comm Connections are being put in place and being done on time.
      * Snack Shack will be open soon to SDS clients and employees
        + Need for more for someone to run it. Not enough staff at this time
        + Hours of operation are to be determined- Needs to run with day program meal times
    - SLS
      * Staff not doing their part
      * Staff need to be encouraged when they are scheduled to do their part in the homes
      * Concerns about SLS Clients hygiene when coming in for day program.
      * Billing issues:
        + Not completing billing
        + EVV- Miscommunication with Therap
        + Need to call Therap and resolve issues
    - Maintenance
      * Nonstop work on homes, vehicles and shop are being done.
      * Discussions about creating another wall have been had for area that clients are crushing cans in.
        + Need to maintain area, cleanliness and to avoid accidents
      * Board members asked if the state was notified of the new wall in the shop and mentioned that it looked very professional
    - CIE
      * Employment first training Classes will start this afternoon for CIE and again on Thursday.
        + Training for supported employment so that individuals have an idea on what the State is expecting from us.
        + Competitive supported employment from SDS
        + Lucia and Shane to attend trainings
    - HR
      * Department heads are now being involved in interview process vs previously they had no say in who was hired
        + 1 new hire- Chanel Tirado
        + 1 termination
      * 2 resignations Openings- Residential (ft)/ Day program (pt) and CIE (summer crew has returned to school)
      * Change over from Principal to One America is in progress
      * Employee handbook in progress
        + Hoping to have a draft by next meeting for review
    - Training
      * Chanel and Leticia to start training academies
      * First academy start date: 9/9/2024
      * Training Chicas-
        + Employee see a need and want the training
        + $17,500 3 day launch, starting with Management

Board requests a syllabus before decision can be made

* + - Medical
      * Tessa has been on leave
        + She will be entering protocols for seizures and falls when she returns
        + Copies are being placed in clients medical books
    - Construction/ Remodeling
      * Motion made by John Munez to go with Hernandez Masonary in the amount of $19,500 at 12th st
        + Motion seconded by Don Yoxismer
        + All in favor
      * Board requests that the City of Lamar inspectors to stop by 20 days after start on remodel to make sure that we are complying
    - Billing
      * 252,000 billed to Medicaid for month of JULY
        + Board- Does that cover cost of labor?

Yes, Barely

All depts to make sure billing is being done on time and correctly

* + - Clients moves
      * Moves have been made for clients to ensure they are receiving the correct care.
      * Staff have been moved to accommodate certain clients’ needs
    - Annual picnic went well
    - Corn Roast was not a success
      * Will look into Fundraisers more going forward
* Public comment
  + None at this time

Meeting called to completion at 2:05pm