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