

Madison County Service Coordination, Inc. (MCSC) Board of Directors met in open meeting on Thursday, January 18, 2018 at 5:30 p.m. The meeting was held at MCSC's building located at 610 S Chamber Drive, Suite B, Fredericktown, MO 63645.

CALL TO ORDER

Dennis Siders called the meeting to order at 5:30 p.m. A verbal roll call was taken.

Present: Dennis Siders, Mindy Moore, Debby Boone, Shawnett Williams, Anna Berkbuegler, Renee' Sargent-Harrison, and Jeremiah Dietiker

Absent: Eric Hovis and Irvine Rudasill (Board members contacted the office to report they would not be able to attend.)

Other individuals in attendance: Frankie Hahn (Madison County Sheltered Workshop- MCSC Director), Lauren Gibbs (MCSW Consultant), Beth Baugh (Madison County Service Coordination- MCSC Director), Lora Dyess (MCSC Service Coordinator), Angie Moore (MCSC Service Coordinator), and Clyde Clifton (Madison County Council for the Developmentally Disabled- MCCDD Director)

Quorum was established.

AGENDA

A Special Request by Clyde Clifton was added to the agenda. Motion was made by Mindy Moore and seconded by Jeremiah Dietiker to approve the January 18, 2018 agenda. No one opposed. Motion approved.

MINUTES

November 16, 2017 minutes were reviewed. Motion was made by Debby Boone and seconded by Anna Berkbuegler to approve the minutes. No one opposed. Motion approved.

FINANCIAL REPORT

Financial report was presented by Dennis Siders, Chairmen. The report reviewed the months of November and December. Motion was made by Jeremiah Dietiker and seconded by Renee' Sargent-Harrison to approve the financial report. No one opposed. Motion approved.

SPECIAL REQUEST- MCCDD

Clyde Clifton presented a special request. They have an ISL individual that is now personal assistance and her payee with Department of Mental Health, Sikeston Regional Office (SRO) is ending. After auditing her account, it showed that MCCDD was overpaid during her time as an ISL in her room and board account in the amount of \$3,684.33. Clyde requested \$3,684.33 for covering the shortage cost in their account be paid by the SB 40 Board to SRO. This money will then be forwarded to the individual. The board agreed to pay half of the shortage cost. Total cost is \$1,842.16, which will be charged to the code #95600 on the SB40 account. Motion was made by Mindy Moore and seconded by Shawnett Williams to pay \$1,842.16 to Sikeston Regional Office. No one opposed. Motion approved.

WORKSHOP

MCSC board agreed to pay up to \$4,320 for Madison County Sheltered Workshop chairs in November but due to the requested chairs being out of stock, the old request is voided until a new request is presented. Lauren Gibbs explained the improvements at MCSW and answered questions the board had. More tape lines are to be added to MCSW, leading to job openings for certified and uncertified employees.

TCM REPORT

Beth Baugh presented the TCM Report. Beth's Job Description was reviewed, and her performance will be evaluated by the Personnel Committee. A comprehensive view of the annual satisfaction surveys was presented and reviewed. Also presented was a request for an amendment to the special projects budget line item for TCM. This was put on the budget but no amount per year. It was requested that the amount be \$10,000 and that this amount could be subject to internal TCM UR review with Service Coordinator Director approval for emergency needs for clients. A policy to be added and application form were reviewed and approved for guidelines for this money. A motion was made by Debby Boone and seconded by Anna Berkbuegler to approve the amount of \$10,000 for the special projects line item on the TCM budget to be used per the policy and application forms that were presented. No one opposed. Motion approved.

COMMUNITY NEEDS ASSESSMENT PLAN

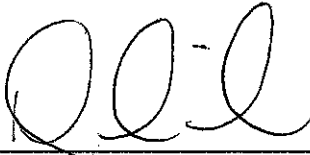
Dennis Siders presented a plan for five focus groups to determine the level of satisfaction and the unmet needs of the developmentally disabled in Madison County. Four focus groups will be for guardians/individuals and one focus group for service providers. The focus groups are scheduled for March 5th- 9th of 2018. Board members are requested to attend one focus group of their choosing. Dennis Siders and Beth Baugh will report back their findings to the board in March.

FUTURE MEETING

The next board meeting is scheduled for Thursday, March 22, 2018 at 5:30 p.m. at 610 S Chamber Drive, Suite B, Fredericktown, MO 63645.

A motion was made by Mindy Moore and seconded by Jeremiah Dietiker to adjourn the meeting.

Meeting was adjourned at 7:02 p.m.

Chairmen's Signature: 

Secretary's Signature: 