

**The Arc of Sedgwick County**  
**Board of Directors Meeting**  
**May 21, 2007**

ATTENDEES: Steve Fisher, Marge Zakoura-Vaughan, Curtis Tatum, Marlene Sanders, Ken Dannenberg, Linda McCurry, Jana Bleakley, Darcy Eads, Colette Deeds-Conner, Dena Griswold

ABSENT: Jayme Gawith, Tim Reimer, Mary Jane Duling, Dick Keck, Dave McGuire,

PRESIDING: Steve Fisher

STAFF: Kevin Fish, Kristen Phillips, Vonda Bankston, Stacey Evans

GUESTS: Beth Patterson, Deborah Gdisis, Shakila Saifullah, Ronda Maass

**Call to order**

The May 21, 2007 meeting was called to order at 6:06 p.m.

Steve Fisher acknowledged the newly elected board members in attendance and introductions were made by everyone in attendance.

**Self Advocate Report**

Beth Patterson presented the Self Advocate report. She reported on the success of the Celebrity Auction and that some of their funds from the auction was spent hosting a free meal night at Orchard Park – a Mexican meal and pop bingo for over 180 clients. The Self Advocates are donating funds to the Bryan's Fun Fund, sponsoring a trophy for the Car Show, and supporting The Arc's overhead by paying for the Self Advocate Custodian position. June 19 will be the next Self Advocate forum at 6:15 p.m. at Orchard Park

**Agenda Modifications**

1. Under New Business before A. we are adding handouts that Marge brought to discuss.

**Consent Agenda**

**It was moved by Ken Dannenberg and seconded by Colette Deeds-Conner to approve the consent agenda as printed. Motion carried unanimously.**

**Discussion Agenda**

A. Targeted Case Manager (TCM) Update

Kevin recapped for the oncoming board members the Targeted Case Management (TCM) billing changes and the financial impact it has on The Arc serving children.

With the reduction in TCM clients since we are no longer serving children under the age of 14 we were looking at needing to possibly lay off a couple of case managers. But our case management staff reduced without laying anyone off. One case manager left to work for another agency for better benefits and more money, another finished her master's degree and got a job in her field, another received an inheritance and quit and another is moving away. We are hiring a new case manager who will start on May 30.

We have a hold on new referrals until July 1. The Sedgwick County Developmental Disability Organization is working with families on reassigning case management services. With the billing changes the state is removing a caseload maximum.

Ken Dannenberg: We had talked about the TCM budget being tight and Tim's report notes TCM short on billings in January.

Kevin noted that it was due to being short on billings during one month but the case management department has kept expenses down not rehiring for the case managers who left Vonda carrying a large caseload. Billings have been better lately by the case managers.

Steve Fisher: Is the process for billing more than 60 hours established?

Vonda Bankston: Yes, a process is in place. She doesn't think it will be a problem to get extra hours but we will need to justify why the extra hours are needed.

#### B. Strategic Initiative Updates

1. Program Evaluations – Kevin mentioned it was discussed in management meeting to pick a handful of programs. We will have six areas to look at for our next meeting.
2. Facility, Transportation and technology – Enegren Computers is working with us to streamline our email processes so it functions better and give us the ability to access it from home. He is also working on the laptop to work for YESS program. We will be painting offices, halls and Big Room. In the past we have borrowed vehicles from Kapaun Mt. Carmel and Bishop Carroll. Kapaun has purchased new buses and plan to sell us one of their old ones. We'll check its condition first.
3. Arc Awareness and Development – Aug 1 – Nov 7 is the United Way Blackout period. During that time we cannot initiate contact for donations or sponsorships.

The Golf ProAm this year raised around \$39,000 but the downside is that they spent \$21,000. Mike Suellentrop who has chaired the Golf Committee the last 3 years is stepping down. He would still like to be involved in some capacity.

The Westside Story is writing up a follow-up story on the Goertz family.

We are happy to add Shakila Saifullah to the Marketing Committee and Ladies' Luncheon for 2008 is already working hard.

4. Board Governance – There has been no formal meeting lately. Over the past five to six months they have developed a policy on committee structure, a policy on how to nominate officers and directors, and Marlene is drafting a policy for the Executive Director's annual review and salary determination.

5. Staff Productivity and continuity: Personnel Committee met today They are re-evaluating Paid Time Off (PTO)/Vacation and will bring to the board. PTO can be used a recruiting tool

## **New Business**

- A. Handout – Research Brief: Material Hardship, Poverty and Disability among Working-Age Adults

It was passed around along with a copy of an email Marge received from Karole Bradford at Inter-Faith Ministries regarding the McGovern/Emerson “Feeding America’s Families Act”. Marge talked about proposed cut in food stamps. She reminded everyone of ACT meeting on third Thursdays during the summer at 11:30 a.m. at The Arc. Usually is meets every 1<sup>st</sup> and 3<sup>rd</sup> Thursday same time and location.

- B. New Director Information

A handout for the Board Orientation was passed out for feedback. Colette Deeds-Conner suggested adding a page for acronyms and organizational chart. It was suggested to have an top ten list of what to know about The Arc.

- C. Officer Nominations and Elections

Steve Fisher handed out a ballot to board members on the May 07 – June 08 board to elect officers. The ballots compiled the capacities in which current board members are open to serving.

The floor was open for nominations

### President

Ken Dannenberg nominated Steve Fisher seconded by Colette Deeds-Conner. No other nominations followed. It was moved by Jana Bleakley and seconded by Ken Dannenberg to cease nominations. Motion carried unanimously

### 1<sup>st</sup> Vice President

Jana Bleakley nominated Linda McCurry seconded by Ken Dannenberg. No other nominations followed. It was moved by Jana Bleakley and seconded by Colette Deeds-Conner to cease nominations. Motion carried unanimously

### 2<sup>nd</sup> Vice President

Deborah Gdisis nominated Marge Zakoura-Vaughan seconded by Curtis Tatum. Marlene Sanders nominated Jana Bleakley seconded by Colette Deeds-Conner. No other nominations followed. It was moved by Ken Dannenberg and seconded by Jana Bleakley to cease nominations. Motion carried unanimously

### Secretary

Jana Bleakley nominated Darcy Eads seconded by Colette Deeds-Conner. No other nominations followed. It was moved by Ken Dannenberg and seconded by Colette Deeds-Conner to cease nominations. Motion carried unanimously

### Treasurer

Jana Bleakley nominated Tim Reimer seconded by Colette Deeds-Conner. No other nominations followed. It was moved by Colette Deeds-Conner and seconded by Ken Dannenberg to cease nominations. Motion carried unanimously

Votes were counted by Stacey Evans. Results for the officer positions are:

President – Steve Fisher

Secretary – Darcy Eads

1<sup>st</sup> Vice President – Linda McCurry

Treasurer – Tim Reimer

2<sup>nd</sup> Vice President – Jana Bleakley

### **Announcements**

- 1. Our next board meeting in May falls on Memorial Day. It was agreed to move our next board meeting to the **3<sup>rd</sup> Monday, May 21 at 6:00 p.m.****
2. Marty is speaking at the West Lions Club dinner at the West side Spears on May 1 at 7:30 p.m.

Secretary – Darcy Eads

Recorder – Kristen Phillips