

Minutes of the Services Committee Meeting
Developmental Disabilities Resource Board of Clay County

August 5, 2014

The Chair of the Services Committee Linda Thomas called the meeting to order at 2:00pm. At the meeting were Bob Boydston, Pat Schoenrade, Linda Thomas and Brian O'Malley. Bill Taylor was excused.

Linda reviewed the agenda with the committee. Pat expressed her support for Linda following such a difficult several months. Since the agenda included the monitoring of agencies Brian invited Anita Hartman to address the Committee about the monitoring process that CHS performs with the agencies. There are 5 broad areas of concern for the CHSS Staff: Environment, Health and Safety, Finances, Staff Services and Consumer's Rights. Anita explained each of these areas.

The Committee then discussed at length the role of the Services Committee regarding the Board's overall need to be aware of how agencies are operating. It was agreed to ask the agencies to express quality improvement goals in their annual goals presented at the time of the budget. And, the quarterly reports agencies submit should come before the Services Committee.

The Committee then examined a form for site visits with the agencies and discussed trying to perform all the agency site visits by the end of October. In addition, Brian distributed a list of all the agencies and their contacts. The Committee members agreed to submit their reports through Brian. A date for the next meeting has not been set but is targeted for the first week of November.

Respectfully submitted,

Brian O'Malley, Administrative Director