



## Board of Directors Meeting Minutes

November 13, 2023

**BOARD MEMBERS PRESENT:** Dave Holder, President; Jeff Luthy, Vice –President; Ryan Riess, Secretary/Treasurer, Diane Schoenbeck, Danny Valleroy and Gail Letcher

**OTHERS PRESENT:** Shea Haury, Executive Director; Beth Nortin, Director of Personnel; Rachael Fields, Director of Behavioral Health; Sarah Ward, Director of Developmental Disabilities; Kendra Kennedy, Director of Quality Assurance & Development

**ABSENT:** – Kimber Browne, Director of Finance; Amy Wunderlich, Director of Care Coordination and Scott Rust, Board Member

Dave Holder called the meeting to order at 5:30 pm.

Compliance with Legal Requirements - As a result of the IDOT audit we need to document in the board minutes the approval of a Reasonable Modification Request Form and amended policy. If someone needs a modification we have a documented request. This can protect the organization should someone request a modification of their transportation, we can document that we were able to accommodate the request or if we are unable to provide the accommodation, the reasoning behind that. Sarah stated that we added modifications to the CILA home in case someone needed a modification for that also so we made it into one form. A description of the policy changes are in the ED Report.

Gail Letcher made a motion to approve the Reasonable Modification Request Form per the Department of Transportation and Managerial Policy - 3.1.16.1 – Person Centered Planning. Danny seconded the motion and all were in favor.