

# **DEVELOPMENTAL SERVICES OF NORTHWEST KANSAS, INC.**

## **2008-2010 Strategic Plan**

Highlights of the Third Quarter Progress Report  
Fiscal Year 2008 - 2009  
January 1 to March 31, 2009

Following is a list of highlights from the Third Quarter Progress Report for Fiscal Year 2008 - 2009. This information will be presented to staff, legislators, state officials, affiliates and other interested individuals. Complete copies of the quarterly progress report are shared with the DSNWK Board of Directors. Each director and each DSNWK office location will have a complete copy of the report. *Some of the information contained in the Quarterly Report is confidential and may only be shared with Board members and staff due to the HIPAA Regulations.*

### **SERVICE DELIVERY IMPROVEMENT PLAN**

#### **1.0 Recruit, develop, and retain a skilled and satisfied workforce.**

- No highlights this quarter.

#### **2.0 Maximize use of available resources (financial, staff, facilities/equipment) to meet the needs of persons served.**

- Policy 1.G.27 Outside Employment was written and approved which states staff need to notify and receive permission to provide like job duties for another organization or individual while employed by DSNWK. This policy was written because staff were being given opportunities to provide like jobs for other organizations or on an individual basis and it was difficult for the community and persons served to distinguish when the staff was representing DSNWK or another organization.
- On February 2, 2009 a switch in residences took place between the occupants of 207 S. 3rd street and 719 W. Cherry Street in Hill City, Kansas. The females once residing within the 3rd Street home moved to the Cherry Street location and in return the men once residing within the Cherry Street home moved to S. 3rd. Street. The details of the move included guardian contact/approval, installation of an alarm system at the Cherry Street home, deep cleaning of the homes, furniture and carpets, packing, decorating, etc. To date all parties involved have adjusted well to their new environment. The woman at the Cherry Street location are enjoying the second living area provided for by the basement. In addition, the women have enjoyed the opportunity to walk to and from work due to this site being located near Kobler Developmental Center. In regards to the S. 3rd Street home, the move will allow for expansion of services to several males who are on the waiting list, if funding can be secured.

#### **3.0 Secure and develop resources to position DSNWK toward greater financial stability.**

- Due to the loss of the primary funding source, American Family Insurance, Fallfest has been canceled for 2009. For the past seven years, DSNWK has been able to hold Fallfest due to the generosity of American Family Insurance. However, due to the economy, American Family has eliminated their granting opportunities for this year. Ed Graham, District Sales Manager with American Family, notified Steve Keil, Director of Development, that due to the uncertain economic times, there would be no money available in 2009. Keil met with DSNWK President, Jerry Michaud, and it was decided to cancel the event for 2009 and then see if a new business or organization will come forward and sponsor the event next year.

#### **4.0 Enhance and/or expand service delivery models to be responsive to the changing needs of persons with disabilities.**

- DSNWK's specialized country homes continue to offer and build support systems that emphasize the teaching of new/and or replacement skills and behaviors, along with supporting the men as they live their preferred lifestyle. Activities that occurred during the 3rd quarter of this reporting period include but are not limited to: Efforts made toward the development of a community Oversight Committee. The Oversight Committee will be responsible for review of Relapse Prevention Plans, Polygraph testing, Critical Incidents, etc. Members of the Oversight Committee include personnel from law enforcement, mental health consultants and Ellis Co. Community Corrections. The first meeting of the Oversight Committee is scheduled for May of 09, at which time additional updates will be provided. In addition to the Oversight Committee, policy additions and revisions were submitted and approved by the management team related to Relapse Prevention Behavior Management Plans, Data Sheets, Activity Logs, etc. Finally, on February 23 & 24, Rebecca K. Schoencker-Stitch, of Southwest Kansas Polygraph Services, completed the first round of maintenance polygraph assessments for three of the individuals served by DSNWK. The overall results of the polygraph assessments were very positive, which is an indication that staff and persons served are doing a fine job of following all lapse and relapse plans. The maintenance polygraph will be conducted every 6 months or more often as needed.

#### **5.0 Develop a new life planning process: 1) that is user friendly and streamlined; 2) focuses on a person's preferred lifestyle, separate from the routine daily supports in each service area; 3) where the outcome documents are clear and concise based on the user's need; 4) is a tool that helps staff cover all the aspects of the person's life; and 5) identifies progress.**

- No highlights this quarter.

#### **Other Highlights:**

- Vicki Runge, Director of Family Support or Children & Youth, announced her retirement, effective February 27, 2009. In honor of her retirement, during the General Board Meeting on February 9th, a video presentation was shared with quotes and pictures from Vicki's 25 years with DSNWK. In addition, a picture of handprints of children from Kid-Link was presented to Runge. Michaud also noted that a social gathering will be held on February 27th at Gutch's (in Hays) from 5 to 7 p.m. for those

wishing to attend.

Nancy Duffy, Director of Service Coordination for Adults, will be assuming the responsibilities of Runge's position, with the assistance of Lance VanKooten who has been hired as the Manager of Service Coordination. These two departments, effective March 1, 2009, will be consolidated into the new Department of Service Coordination, Children and Youth Services.

- A grant was received from the Dane G. Hansen Foundation for the following: install ramps at 129 East 16th Street and 1212 Krug Street (Russell); remodeling of bathroom at 1326 Douglas Street (Hays); and replacement of the front door at Prairie Developmental Center. There will be additional accessibility projects in the new future.
- The Development Department is coordinating the fund-raising portion of DSNWK's Unified Softball Games. A letter was distributed to businesses and donors asking them to sponsor the event. Along with contributing to the Children's Special Needs Fund, sponsors will eliminate the costs associated with providing T-shirts and trophies for each member of the four teams being created. A program with team rosters is also being created to distribute to all those who attend the games.
- The DSNWK's Sports and Celebrity Auction concluded in January, 2009. Approximately \$5,500 was raised through various auctions and corporate sponsorships. The auction was conducted through Ebay with a link from DSNWK's website to the items currently up for bid. A variety of new items were auctioned off each week. Bidders were able to view the items, read about them and then place a bid. Payment for most of the items were made through a Paypal account that was established. The sports auction also was registered with Mission Fish, a nonprofit confirmation organization affiliated with Ebay.