

# WACOSA Program Committee Agenda

Monday February 19, 2024 @ 5:00pm – 6:00pm via Zoom

Present: Lynn, Mary, Jeanie, Mollie, Jennifer 5:10-6:05

Agenda:

General program updates: North, South, Annex, Whitney, Sauk Centre, 1<sup>st</sup> Avenue, ThriftWorks, DocuShred

- Day at the Capitol March 19, 2024.
- Starting intakes again. Starting with 1<sup>st</sup> Ave and Whitney
- Accessibility Report: 2023 year end and looking into 2024
- 14C discussion. New end date of 2028. How long should we keep our certificate? Pros vs Cons of keeping certificate. Continue to keep certificate as long as possible. What WACOSA plans on doing for clients if/when work is no longer available- focus on quality activities in center and in community. Can people work and not get paid- to see if they like it or not. Discussion on cost effectiveness of paying someone that is a 10% worker minimum wage. How much does it cost to renew 14c? Find out and send to group. Further discussion warranted.
- Sauk Centre building. Do we continue to pay rent (about 2600 per month)? Purchase different building? Build one? Discussion on if properties/space to build are available. Discussion on layout of building and number of clients in building at one time. Can site move to another town if space/property is available- Have to be careful with transportation due to rural area. Do building owners want to sell? Further discussion warranted.
- Sauk Centre finishing up painting with Dan.

## KPI Recommendations

- Number of clients served monthly – 506 as of 2/6/24
- Client funding utilization rate – average utilization rate is 92%
- Employment Exploration Services (EES) – 4
- Employment Development Services (EDS) – 4
- Employment Support Services (ESS) – individual: 90  
Group: 94

## Vulnerable Adult/Abuse Prevention Review

### 2023 trends

- **Consumer Complaint trends:**
  - No formal complaints filed.
- **VA trends:**
  - No trends observed
  - 1 internal report- client left property without staff being aware, 12 external reports- care providers not providing cares as required.
- **Emergency incident trends:**
  - 2 incidents were seizures where 911 was called per protocol.
  - The rest were injuries with no pattern observed.
- **Therapeutic error trends:**
  - None to report.

- **Medication error trends:**
  - Majority of medication errors appear to be due to staff forgetting to administer medication at correct time. Errors are happening at all different sites. Met with all supervisors to ensure staff are getting support needed to administer medications on time. Discussed steps that can be taken, example: timer set on phone, etc.
- **Death or Serious Injury trends:**
  - None to report.

2024 meeting dates: Mondays from 5-6pm. February 19, April 22, August 12, September 23, November 4 (**wait and see as it gets closer**)

*THANK YOU FOR ALL YOU DO FOR WACOSA – YOU ARE APPRECIATED!*