**WACOSA Program Committee Agenda**

Monday April 22, 2024 @ 5:00pm – 6:00pm via Zoom

Members Present: Lynn, Mary, Sandie, Jennifer, Mollie, and Jeanie

Meeting length 5:00-5:30

Agenda:

General program updates (North, South, Annex, Whitney, Sauk Centre, 1st Avenue, ThriftWorks, DocuShred)

* Traveling art exhibit at WACOSA June 10-21
* WACOSA play 1st rehearsal/group meeting in March. 20ish people interested so far... want to cap around 18-20 people.  June 27, 10:30 at the Paramount.
* Shifting some jobs from the Annex to the South, new job in Sauk from Alex Industries – working out the details/ job specs
* Arc Earth Day event on 4/22 at Quarry Park- group making video, interviewing people at event.
* Staffing crisis- putting new procedures in place to get people hired and starting sooner. Discussion had about new HR Manager and strategies she will use to hire more DSP’s
* Client Managers training on DHS 245D Licensing – Before, During, After. Last DHS licensing in 2018; Last CARF survey was in July2022 (every 3 years)
* Updating Computers at all sites
* Relias Staff Training (online)
* Fish Fry at Sal’s May 17th
* Stakeholder Picnic/Staff In-Service day June14th. Discussion had about what was planned for the staff in-service day

KPI Recommendations

* Number of clients served monthly – as of 4/15/24- 514
* Client funding utilization rate – average utilization rate is 92%
* Employment Exploration Services (EES) – 3
* Employment Development Services (EDS) – 4
* Employment Support Services (ESS) – individual: 96

Group: 111

Vulnerable Adult/Abuse Prevention Review:

None to report

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

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