

MINUTES
PLATTE COUNTY BOARD OF SERVICES
BOARD OF DIRECTORS MEETING

Tuesday, June 18th, 2024

Members Present: Stuart Anderson, Nancy Felix, Susan Finn, Dr. Jeffrey Kingsley, Dr. Michael Shafe', Blake Sherer, Sandra Thomas

Members Absent: Wendy Fife, Marsha Perry

Staff Present: Diane Bickham, Drew Ehrlich, Martha Jaynes, Jackie Kenworthy, Chad Sinnwell, Richard Vandal

Guests: Kimball Mothershead- VSI

Call to Order: The meeting was called to order at 6:15pm by Dr. Jeffrey Kingsley

Introductions and Public Announcements: Members and guests were welcomed and introduced. No additional public announcements were shared.

Approval of Agenda: A motion was made by Stuart Anderson and seconded by Sandra Thomas to approve the agenda as presented. Motion passed unanimously.

Approval of Board Meeting Minutes: A motion was made by Stuart Anderson and seconded by Sandra Thomas to approve the May 21st, 2024, Board meeting minutes. Motion passed unanimously.

Executive Director's Report: Martha Jaynes presented the report, which highlighted the SB40 Board History, Bylaws Update, and Board Governance. Martha also provided an update on the Strategic Plan and the goals of the plan.

Election of Officers: The annual Election of Officers were assigned, and the slate will remain the same. All current Board officers retain their current positions for the next year. They are as follows:

- President- Dr. Jeffrey Kingsley
- Vice-President- Dr. Stuart Anderson
- Treasurer- Sandra Thomas, CPA
- Secretary- Dr. Michael Shafe'

Finance Committee's Report:

- *Approval of Minutes-* A motion was made by Stuart Anderson and seconded by Sandra Thomas to approve the minutes from the June 11th, 2024, meeting. Motion passed unanimously.
- *Chief Financial Officer's report:* Drew led a review and presentation of the May Financial statements. Drew led discussions on setting the Tax Levy for 2025 and a proposal to expand investment options for funds in the PCBS cash reserve. A motion was made by Stuart Anderson and seconded by Sandra Thomas to approve the financial report as presented. Motion passed unanimously.

Personnel Policy Update: Martha Jaynes shared with the Board updates that were made to the Personnel Policies. Changes were made to the following policies:

- Holidays and Paid Time Off Policy
- Work Hours and Payroll Policy
- Light, Limited, and Modified-duty Policy
- Fitness for Duty Policy

A motion was made by Nancy Felix and seconded by Susan Finn to approve the updates as presented. Motion passed unanimously.

Adjournment: With no further business to discuss, a motion was made by Dr. Michael Shafe' and seconded by Stuart Anderson to adjourn the meeting. The meeting was adjourned at 7:24pm.

Respectfully Submitted:

Board Secretary, Dr. Michael Shafe'

Written by Jackie Kenworthy, Office Facilitator