

Southeastern Developmental Services

Board Meeting Minutes – March 5, 2026

Members' Present

Bart Buxton

Jason Whisenand

Teresa Madrid

JoAnn Orozco

Colleen Tines

Others Present

Don Yoxsimer

MacKenzie Stornetta

Call to Order –12:07 pm on March 5, 2026

Approval of Minutes from January 29, 2026. Teresa Motioned to approve Minutes. JoAnn Seconded. Passed.

Don asked about Quorum, Conflict of Interest and Confidentiality. None at this time.

Meetings are set for the last Tuesday of each month going forward.

MacKenzie is going to post for our empty Board seat.

Financial

Acumatica paused until the end of fiscal year.

Kiesha is working on past due financials.

Jason informed the Board that Tax Returns must be done by May 15, 2026, for fiscal year 2024-2025 or incur huge fines.

Operations

HR

RESIDENTIAL

1 transfer out

3 hires (1 full-time graveyard, 2 prn)

1 promotion

Moving to 12-hour shifts to combat overtime.

DAY PROGRAM

2 separations

1 transfer in

Increased Supported Community Connections (higher billing rate).

VOCATIONAL

2 hires

New and returning supported employment recipients have pushed us to 2 work crews, we can have 3 if we have enough work for all members with units.

SLS

Billing has increased but cannot further grow without Class B license.

MEDICAL

Ordered new equipment (lifts, medical supplies, etc.) utilizing the endowment we were bestowed for that purpose.

MAINTENANCE

Staff on-leave return.

Manager will be taking leave beginning March 9, 2026 (approximately 3 months).

TRAINING

Training Manager will bring mandatory trainings up to date. Requesting investigator training for all managers (this is in line with what is occurring at other PASA's).

ADMINISTRATION

Rodeo renewed.

1099's sent out on time.

5500 completed.

Charts of Accounts reviewed and updated.

Acumatica training completed.

DIRECTOR'S REPORT

Review the new Organizational Chart.

Full-time – 45

Job Coaches and Work Crew 25

Class B license needed for more revenue.

Colleen Motioned to take Sonia off and add Ashleigh to Accounts at GN Bank, Frontier Bank, Community State Bank and any other appropriate needs for her position to Accounts Payable. JoAnn Seconded. Passed.

JoAnn Motioned for Executive Session. Colleen Seconded. Passed. Enter the Executive Session at 1:17 pm.

JoAnn Motioned to exit Executive Session at 2:05 pm. Colleen Seconded.

Adjourn at 2:07pm on March 5, 2026. Next meeting March 31, 2026, at 12:00pm.