

**YELLOWSTONE-WEST/CARBON COUNTY
SPECIAL SERVICES COOPERATIVE**

***Management Board Meeting
May 13, 2026 10:00 a.m.
Virtually via Google Meet***

CALL TO ORDER

ADJUSTMENTS TO AGENDA

CONSENT AGENDA:

Minutes from April 14, 2026 Board meeting

Claims

INFORMATION ITEMS:

Director's Report

ACTION ITEMS:

Negotiations for the office staff are complete

The negotiations team recommended insurance premium increases for both the Business Manager and Administrative Assistant positions of \$2,215 for the 2026-27 school year in lieu of wage increases.

A new Payroll Clerk job description was created to describe Denise's portion of the shared contract with Roger. The Business Manager job description was also updated.

Rock Creek Teletherapy contract ready for renewal

I recommend amending our service delivery model from fully in-person to a hybrid with every other session being provided via teletherapy. See Director's report for details.

The Central Montana Learning Resource Center (CMLRC) requested an agreement for our Coop to provide limited school psychologist services to a few outlying districts nearer to our area.

Those schools are Lavina, Ryegate, and Melstone. CMLRC had a school psychologist resign and has not been able to fill the position. They are planning to outsource some of their evaluations so their remaining staff can keep up with the needs.

The new contract is included in the board packet for review. It has been adapted from the contract we had with them several years ago for speech and PT services.

The hourly rate for psych services will be \$125 plus mileage.

Disposal of Personal Property notices

2016 Chevy Equinox

Computers, laptops and other obsolete equipment

Computers to be offered for sale to staff for \$50 each

Security system

Attached is a proposal from Pye Barker for security cameras on the perimeter of the office building and for key fob entry at the front door.

The cameras will record movement so we can track activity on the property during off hours. The key fobs will provide greater access to the office by all coop staff and track who is entering the building and when.

CRISS audit: The final report has been issued. There was only one finding requiring correction. Two of our last three hired staff did not have a copy of the NCPA/VCA document retained in our records. A statement guaranteeing that we will retain a copy in the future satisfied the correction requirement.

Second Reading of revised Program Narrative

2026-27 Child Find Clinic schedule

Board canvassing of ballots:

One current board member was nominated to serve another term beginning in July of 2026. The nominee was Jennifer Hickok.

Two board members were nominated to fill vacant seats for members Doug Pfau and Jim Goltz who are not seeking re-election. The nominees were Clark Begger and Nick Gallagher.

Thirteen votes were cast by the 16 eligible joint advisory board members.

All votes were in favor of Jennifer Hickok, Clark Begger, and Nick Gallagher

Swearing in of new board member

Restructuring of the Cooperative Board

ASSOCIATION ITEM(S):

Topic to be provided 48 hours in advance of the meeting

NEXT MTG.: Tuesday June 9, 2026 at 10:00 am, in person at the Coop office