

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

Held on October 15, 2018

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Board Members Present: Kelly Albers, Karen Ballas, Lisa Benanzer, Dallas Davis and Joyce Ruppert.

Board Members Absent: Nate Counts and Tiffany Kemp.

Staff Members Present: Lisa Brady, Jeff Coaty, Tyler Davis, Kathie Lammers, Travis Mayabb, Darlene Mullen, Krista Oldiges, Nancy Stiefel and Leigh Anne Wenning.

Call to Order

The October meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by Vice President Lisa Benanzer at 12:36 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

Moment of Silence

Vice President Benanzer allowed for a moment of silence.

Adoption of Agenda

Ms. Albers made a motion that the Board adopts the agenda as submitted. Second by Ms. Ballas. Motion carried.

Reading of the Mission Statement

The mission statement was read by all board members present.

Introductions of the Public

There were no people from the public in attendance.

Approval of the August Meeting Minutes

Ms. Ruppert made a motion that the minutes of the August Board meeting be approved as submitted. Second by Mr. Dallas. Motion carried.

Financial Report

Business Manager Tyler Davis presented the Financial Report for the month of September. As of September 30, 2018, the program had received 95% of budgeted revenues and had expended 69% of budgeted expenditures.

Ms. Albers made a motion that the Board approves the September financial reports including the voucher/expenditure reports as presented. Second by Ms. Ballas. Motion carried.

18-10-01 Ms. Albers made a motion that the Board formally approves the Board's commitment to pay the nonfederal share of calendar year 2019 Medicaid expenditures in the projected amount of \$1,455,079.50. Second by Ms. Ballas. Motion carried.

18-10-02 Ms. Ruppert made a motion that the Board formally approves authorizing the purchase of competitive retail natural gas service from the lowest responsible bid submitted to Southwestern Ohio Educational Purchasing Council for the period commencing July 2020 and terminating no later than June 2025. Second by Mr. Davis. Motion carried.

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Ethics Committee

Mr. Davis made a motion that the minutes of the October 15, 2018 Shelby County Board of Developmental Disabilities Ethics Committee meeting be approved as submitted. Second by Ms. Albers. Motion carried.

18-10-03 Ms. Ballas made a motion that the Board approves the recommendation from the Ethics Committee meeting for Vehicle Maintenance that was held on October 15, 2018. Second by Ms. Ruppert. Motion carried

Finance Committee

Mr. Davis made a motion that the minutes of the October 3, 2018 Shelby County Board of Developmental Disabilities Finance Committee meeting be approved as submitted. Second by Ms. Albers. Motion carried.

18-10-04 Ms. Ballas made a motion that the Board formally approves the annual budget for calendar year 2019. The budget must be submitted to the Shelby County Commissioners by November 1st. Second by Ms. Ruppert. Motion carried.

18-10-05 Mr. Davis made a motion that the Board formally approves a 1% annual salary increase and a 1% annual performance based increase for the 2019 calendar year commencing January 2019, for 12 month staff including management positions in reference to the 2019 calendar year and a 1.5% annual salary increase and 1.5% annual performance based increase for the 2019-2020 program year commencing August 2019, for 9 month staff in reference to the 2019-2020 program calendars. Second by Ms. Albers. Motion carried.

Administrative Reports

- **Community & Support Services**
The Community & Support Services report was included in the board packet.
- **Early Childhood**
The Early Childhood report was included in the board packet.
- **Early Intervention**
The Early Intervention report was included in the board packet.

Superintendent Report

Superintendent Wenning updated Board Members on:

- OACB Conference and Delegate Assembly
- Meetings attended by Superintendent Wenning during September and October
- Shelby Hills Early Childhood – preparing to meet with Superintendents from the school districts across the county to review information related to budgets. SCBDD has requested an opinion from the Assistant Prosecuting Attorney regarding SCBDD levies and the language within each based on a question from one of the districts.
- Highlights from provider meetings.
- Person Center Services (PCS) – actively looking for a space to lease.
- Accreditation letter from Director Martin from the Ohio Department of Developmental Disabilities
- Upcoming tours and plans: Tours of ICF's, RSSI homes, focus on supporting providers.
- Annual Action Plan – will need updated.

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18-10-06 Ms. Ballas made a motion that the Board formally authorize Superintendent Wenning to be the Board representative at the Ohio Association of County Boards Delegate Assembly and to vote on proposed resolutions 2018-01 in accordance with the Board consensus. Second by Ms. Ruppert. Motion carried.

18-10-07 Ms. Albers made a motion that the Board formally approves the Superintendent Professional Plan presented for 2018-2019. Second by Mr. Davis. Motion carried.

18-10-08 Mr. Davis made a motion that the Board formally approve and adopt CCBDD-SCBDD Joint Policy: #41-92 Waiting List for Home and Community Based Services Waivers. Second by Ms. Ruppert, Motion carried.

18-10-09 Ms. Ballas made a motion that the Board formally approve the following resignation:

- Ms. Ashley Homan, Service and Support Administrator, effective October 24, 2018;

The Board thanked Ashley for her years of service and dedication to people with disabilities. Second by Ms. Albers. Motion carried.

18-10-10 Ms. Albers made a motion to approve Board pick up of seventy percent (70%) of the statutorily required contributions to the Public Employees Retirement System of Ohio and that said pick up shall be paid as a fringe benefit by the Shelby County Board of Developmental Disabilities for the Business Director, Human Resource Director, Community Education and Outreach Director and Support Services Director. Second by Mr. Davis. Motion carried.

Anything for the Good of the Order

Ms. Ruppert made a motion to excuse Nate Counts and Tiffany Kemp from the meeting. Second by Ms. Ballas. Motion carried.

Comments from visitors relative to the agenda

No comments made.

Next Meeting Date

The next meeting will be held on Monday, December 3, 2018, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

Adjournment

Mr. Davis made a motion to adjourn the meeting at 1:27 p.m. Second by Ms. Albers. Motion carried.

Respectfully submitted,

Ms. Kelly Albers, Secretary

Mrs. Darlene Mullen, Administrative Support Manager