

**Champaign County Board of Developmental Disabilities  
Shelby County Board of Developmental Disabilities  
Joint Board Meeting Minutes  
Thursday, May 23, 2019**

The Champaign County Board of Developmental Disabilities (CCBDD) and the Shelby County Board of Developmental Disabilities (SCBDD) met in joint session on Thursday, May 23, 2019 at 5:40 p.m. at the Champaign County Board of Developmental Disabilities Board Conference Room. Members present included:

CCBDD Members: Kerry Brugger, Shelly Cushman, Bill Kremer, David Sapp, Jim Smith and Laurie Stickney

SCBDD Members: Kelly Albers, Karen Ballas, Nate Counts, Tiffany Kemp, and Joyce Rupert

Also present were Tyler Davis, Leigh Anne Wenning, and Sharon Wheeland

***Call to Order***

The May joint board meeting was called to order by CCBDD President Laurie Stickney and SCBDD President Nate Counts at 5:40 p.m.

***Moment of Silence***

President Stickney and President Counts allowed for a moment of silence asking those in attendance to keep the family of Dean Jones and Greg Westerheide in their thoughts.

***Adoption of Agenda***

CCBDD – Mr. Smith made a motion that the Board adopt the agenda as submitted. Second by Mr. Kremer. Motion carried.

SCBDD – Ms. Albers made a motion that the Board adopt the agenda as submitted. Second by Ms. Kemp. Motion carried.

***Reading of the Mission Statement***

CCBDD - The mission statement was read by all CCBDD board members and staff present.

SCBDD - The mission statement was read by all SCBDD board members and staff present.

***Introductions of Guests***

No guests in attendance.

***Presentation of Minutes***

CCBDD – Mr. Smith made a motion that the minutes of the April 2019 regular Board meeting be approved as submitted. Second by Mr. Sapp. Motion carried.

SCBDD – Ms. Rupert made a motion that the minutes of the April 2019 regular Board meeting be approved as submitted. Second by Ms. Ballas. Motion carried.

***Presentation of Financial Report***

CCBDD – Mr. Smith made a motion that the April financials and accounts payable be approved as submitted. Second by Mr. Brugger. Motion carried.

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Mr. Davis stated that he and Ms. Wenning will be meeting with Mr. John Doss and Mr. Ed McCall on June 6, 2019 to discuss renovation plans. Once the final building plans are approved we will put an advertisement in the newspaper for contractors to place bids for renovations.

Mr. Smith asked what was in the two storage units we currently have; Mr. Davis replied that there is paperwork which needs to be scanned, as well as, miscellaneous items. Mr. Davis stated once the renovations are complete, we will eliminate the storage units.

SCBDD – Ms. Kemp made a motion that the April financials and accounts payable be approved as submitted. Second by Ms. Rupert. Motion carried.

Mr. Davis stated he appealed a payment request from Medicaid from fall 2018 and the appeal was approved. Medicaid was found to be in error.

### ***Presentation of Committee Report***

SCBDD - Ms. Ballas made a motion that the Ethics Committee minutes be approved as submitted. Second by Ms. Albers. Motion carried.

### ***Presentation of Superintendent Report***

#### Joint County Issues

The 2019 board training schedule was included in the board packet. Ms. Wenning reported that the training schedule listed will satisfy the required training per state rules. The trainings will be program specific as well as State mandated training.

#### Individual County Issues

CCBDD – Ms. Wenning reported that accreditation is scheduled for July 9 and 10, 2019. Ms. Stickney will be a representative from the board.

Ms. Wenning will continue to update the board on the renovation process as progress moves forward.

Ms. Wenning reported that Service and Support Administrator, Jamie Porter, turned in her official letter of retirement. Ms. Porter's last day will be June 30, 2019.

SCBDD – Ms. Wenning reported that two-year agreements were signed with all schools, except for Houston.

Ms. Wenning reported that the preschool last day was May 16, 2019 and staff last day was May 22, 2019. Ms. Wenning reported that this has been a bittersweet time for everyone as staff were cleaning out.

Ms. Wenning reported that the ESC is not interested in renting space from SCBDD. The Wilma Valentine Childcare will be moving over to the school, so all childhood programs will be in one building. Ms. Wenning reported that WestCON COG may be interested in renting the empty space in the administrative offices at SCBDD.

Ms. Wenning reported that there are two retirements, Sherry Watson and Susan Kinsella, from Shelby Hills Early Childhood Center and two resignations, Karen Weinschenk and Hannah Starkey, from the Wilma Valentine Childcare.

Mr. Counts asked if we knew the reason(s) for the resignations. Ms. Wenning reported that one individual is getting married and moving out of state and the other individual took a position within a bank. Ms. Wenning also reported that she has scheduled exit interviews with both individuals.

Ms. Wenning reported that on June 12, 2019, the SCBDD will be conducting an emergency operations exercise.

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### ***New Business***

#### Shared Policies

Ms. Wenning reported on changes to the MUI/UI and Behavior Support Policies following rule changes. The policies were updated to clarify language and align with the rule. Ms. Wenning stated that the MUI/UI policy further defines who are mandated reporters.

These policies will rescind all previous directives and memoranda on its subject.

Mr. Smith asked if we have any policies that address training for providers. Ms. Wenning stated providers receive training through the Ohio Department of Developmental Disabilities.

CCBDD – 19-05-01 Mr. Brugger made a motion to approve the policies as presented. Second by Mr. Kremer. Motion carried.

SCBDD – 19-05-01 Ms. Rupert made a motion to approve the policies as presented. Second by Ms. Albers. Motion carried.

#### SCBDD

Ms. Wenning reported that an Occupational Therapist (OT) who has been providing services has created her own LLC. This OT had her hours reduced and the Leadership Team agreed on a set schedule of hours; if she would be unavailable to provide the service she will have another certified OT available. Mr. Davis stated the rate was negotiated.

The contract will be effective August 1, 2019 through December 31, 2019.

SCBDD - 19-05-02 Ms. Ballas made a motion to approve the contract as presented. Second by Ms. Kemp. Motion carried.

Ms. Wenning reported that the preschool would like to purchase a new curriculum. Ms. Wenning stated school curriculums typically last five to six years. Mr. Davis reported this purchase is calculated into the 2019 budget will be reimbursed through a grant with the Ohio Department of Education (ODE).

SCBDD - 19-05-03 Ms. Kemp made a motion to approve the purchase as presented. Second by Ms. Rupert. Motion carried.

### ***Anything for the Good of the Order***

CCBDD - Mr. Kremer made a motion to excuse Mr. Tim Cassady from the board meeting. Second by Mr. Smith. Motion carried.

SCBDD – Ms. Albers made a motion to excuse Ms. Lisa Benanzer and Mr. Dallas Davis from the board meeting. Second by Ms. Ballas. Motion carried.

### ***Comments***

Mr. Counts thanked the Champaign County Board of DD for hosting the joint board training and meeting.

### ***Next Meeting Date***

CCBDD - The next meeting will be held on Thursday, June 27, 2019 at 5:00 p.m. at Champaign CBDD Conference Room.

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SCBDD - The next meeting will be held on Monday, June 17, 2019 at 12:00 p.m. at Shelby CBDD Conference Room.

*Adjournment*

CCBDD - Mr. Kremer motioned to adjourn the meeting at 6:10 p.m. Mr. Brugger seconded the motion. Motion carried.

SCBDD – Ms. Rupert motioned to adjourn the meeting at 6:10 p.m. Ms. Kemp seconded the motion. Motion carried.

Respectfully submitted,

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Ms. Kelly Albers - SCBDD Secretary

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Mr. Bill Kremer - CCBDD Secretary

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Ms. Sharon Wheeland, Executive Support Specialist