

## RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

Held on September 16, 2019

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

Board Member Absent: 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 September meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by President Counts at 12:42 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

### *Moment of Silence*

President Counts allowed for a moment of silence.

### *Adoption of Agenda*

Mr. Davis made a motion that the Board adopts the agenda as submitted. Second by Ms. Benanzer. Motion carried.

### *Reading of the Mission Statement*

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

### *Introductions of Guests*

No guests in attendance.

### *Approval of the August Meeting Minutes*

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

### *Financial Report*

Business Director Tyler Davis presented the Financial Report for the month of August. As of August 31, 2019, the program had received 98% of budgeted revenues and had expended 64% of budgeted expenditures.

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

### *Administrative Reports*

- ***Service and Support Administration***  
The SSA report was included in the board packet.
- ***Community Education and Outreach***  
The CEO report was included in the board packet.
- ***Early Childhood***  
The SHEC report was included in the board packet.
- ***Early Intervention***  
The EI report was included in the board packet.

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### ***Superintendent Report***

Superintendent Wenning updated Board Members on:

- Strategic Planning
  - Stakeholder Survey
  - Culture Survey
- Levy Account Balance of \$17,856.91
- Building Update
  - WestCON Lease Agreement

### ***New Business***

19-09-01 Ms. Ballas made a motion that the Board formally approve and adopt SCBDD Policy #9-84 Professional Leave and Mileage Reimbursement. Second by Ms. Benanzer. Motion carried.

19-09-02 Mr. Davis made a motion that the Board formally approve the purchase of a wheelchair accessible minivan fully converted and delivered. Second by Ms. Albers. Motion carried.

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

Ms. Ballas made a motion to excuse Tiffany Kemp from the meeting. Second by Mr. Davis. Motion carried.

### ***Comments from visitors relative to the agenda***

No comments made.

### ***Executive Session***

Ms. Albers made a motion that the Board go into Executive Session to consider the employment of a public employee or official at 1:30 p.m. Second by Mr. Davis. A roll call vote was taken as follows: Kelly Albers-Yes, Karen Ballas-Yes, Lisa Benanzer-Yes, Nate Counts-Yes, Dallas Davis-Yes and Joyce Ruppert-Yes. Motion carried.

### ***Reconvene***

Ms. Benanzer made a motion to return to regular session at 1:40 p.m. Second by Ms. Albers. A roll call was taken as follows: Kelly Albers-Yes, Karen Ballas-Yes, Lisa Benanzer-Yes, Nate Counts-Yes, Dallas Davis-Yes and Joyce Ruppert-Yes. Motion carried.

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

The next meeting will be held on Monday, October 7, 2019, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

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*Adjournment*

Ms. Benanzer made a motion to adjourn the meeting at 1:41 p.m. Second by Ms. Albers. Motion carried.

Respectfully submitted,

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Mrs. Kelly Albers, Secretary

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Mrs. Darlene Mullen, Administrative Support Manager