

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

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Held on January 27, 2020 Page 1

Board Members Present: Lisa Benanzer, Nate Counts, Dallas Davis, Tiffany Kemp, Joyce Ruppert and Jackie Ward.

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

Guest Present: Shelby County Commissioner Tony Bornhorst.

***Call to Order***

The Shelby County Board of Developmental Disabilities met for the Annual Reorganizational Meeting on Monday, January 27, 2020, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

***Swearing in Board Member***

Shelby County Commissioner Tony Bornhorst swore in new Board Member Jackie Ward with the Oath of Office. The Board thanked Ms. Ward for her willingness to serve a term of 4 years commencing January 1, 2020, and ending December 31, 2023.

***Introductions***

Introductions of everyone present were made.

***Election of New Officers***

20-01-01 Mr. Davis made a motion that the Board retain Nate Counts as President. Second by Ms. Benanzer. Motion carried.

20-01-02 Ms. Ruppert made a motion that the Board retain Lisa Benanzer as Vice President and appoint Tiffany Kemp as Secretary. Second by Mr. Davis. Motion carried.

***Establishment of Meetings for 2020***

20-01-03 Ms. Kemp made a motion for 2020 Board meetings to be held the third Monday of the month (exception – February 24, 2020, due to President’s Day and January 25, 2021, due to Martin Luther King Day) at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room with the option of participating in up to two shared meetings with Champaign County Board of Developmental Disabilities due to our shared services agreement. Up to 2 additional meetings may be canceled as long as eight total meetings occur annually as required by statute. Second by Mr. Davis. Motion carried.

***Appointment of Standing Committees***

President Counts appointed the following Standing Committees, Ethics Committee: Lisa Benanzer, Nate Counts – Chair, Dallas Davis; Personnel Committee: Tiffany Kemp-Chair, Joyce Ruppert; Jackie Ward; Finance Committee: Lisa Benanzer, Nate Counts-Chair, Dallas Davis.

***Roll Call Votes***

If a Board member remains silent during voting it will be taken as a yes. Continue to review once a year at the organizational meeting in January.

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***Adjourn***

Mr. Davis made a motion to adjourn the Reorganizational Meeting at 12:15 p.m. Second by Ms. Ruppert. Motion carried.

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Board Members Present: Lisa Benanzer, Nate Counts, Dallas Davis, Tiffany Kemp, Joyce Ruppert and Jackie Ward.

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

Guest Present: Shelby County Commissioner Tony Bornhorst

***Call to Order***

The January meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by President Counts at 12:16 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

***Moment of Silence***

President Counts allowed for a moment of silence asking those in attendance to keep the family of Rich Bruns in their thoughts.

***Adoption of Agenda***

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

***Reading of the Mission Statement***

The mission statement was read by all board members present.

***Approval of the November Meeting Minutes***

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

***Financial Report***

Business Director Tyler Davis presented the Financial Report for the months of November and December. As of December 31, 2019, the program had received 110% of budgeted revenues and had expended 88% of budgeted expenditures.

Ms. Kemp made a motion that the Board approve the November and December financial reports including the voucher/expenditure report as presented. Second by Ms. Benanzer. Motion carried.

***Administrative Reports***

- ***Service and Support Administration***  
The SSA report was included in the board packet.

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- **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.

**Superintendent Report**

Superintendent Wenning updated Board Members on:

- Personnel Changes:
  - Resignations
    - Nikki Wilson – SSA
    - Loretta Stroud – SSA
  - New Hires
    - Nick Rowe – SSA Manager
    - Brandi Morrison - SSA
- 2020-2022 Strategic Plan
  - Review and will approve at the February Board meeting
- Annual Action Plan rule change
- Board Survey – feedback for 2020 meetings
- Updates to the 2020 Table of Organization will be presented at the February Board meeting.

20-01-04 Ms. Ward made a motion that the Board formally approves:

Champaign County Board of Developmental Disabilities to contract with Shelby County Board of Developmental Disabilities to cost share for the following positions for calendar year 2020:

- P.L.A.Y. Project Coordinator
- Eligibility Coordinator

Shelby County Board of Developmental Disabilities to contract with Champaign County Board of Developmental Disabilities to cost share for the following positions for calendar year 2020:

- Investigative Agent
- Manager of Medicaid Services

Dual-employment to cost share for the following position for calendar year 2020:

- Superintendent
- Business Director
- Service & Support Administration Director
- Community Education & Outreach Director

Contracts will be effective January 1, 2020, through December 31, 2020. Second by Ms. Benanzer. Motion carried.

20-01-06 Ms. Kemp made a motion that the Board approves to authorize Superintendent Leigh Anne Wenning to approve and authorize:

- Monthly expenditures within the approved annual budget under the amount of \$15,000.00 per item.
- Payments of utilities, board approved contracts, health insurance premiums, Targeted Case Management and Medicaid Waiver related invoices over the amount of \$15,000.00 as billed by the company or the Ohio Department of Developmental Disabilities.

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- Staff attendance at professional meetings and to approve expenditures for that attendance within the approved budget.

Second by Ms. Ruppert. Motion carried.

20-01-07 Ms. Benanzer made a motion that the Board approves the recommendation for appointment of Lenora Randolph to an additional one year term to ease the transition of new board members to Wilma Valentine Childcare. Second by Mr. Davis. Motion carried.

20-01-08 Mr. Davis made a motion that the Board formally approve and adopt the following policies: Policy #84-17 Dress Code and #78-14 Service and Resource Planning. Rescinded policy include: #80-16 Long Term Service Planning Registry. Second by Ms. Ward. Motion carried.

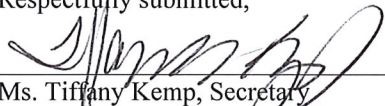
*Next Meeting Date*

The next meeting will be held on Monday, February 24, 2020, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

*Adjournment*

Ms. Kemp made a motion to adjourn the meeting at 1:04 p.m. Second by Mr. Davis. Motion carried.

Respectfully submitted,

  
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Ms. Tiffany Kemp, Secretary

  
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Ms. Darlene Mullen, Administrative Support Manager