

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities

Meeting

Held on February 24, 2020

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Board Members Present: Nate Counts, Dallas Davis, Tiffany Kemp, Betsy O'Leary and Jackie Ward

Board Members Absent: Lisa Benanzer and Joyce Ruppert

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

Call to Order

The February meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by President Counts at 12:02 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 Jack Hines in their thoughts.

Swearing in Board Member

Shelby County Probate Judge Jeffrey J. Beigel swore in new Board Member Betsy O'Leary with the Oath of Office. The Board thanked Ms. O'Leary for her willingness to serve a term of 4 years commencing February 24, 2020, and ending December 31, 2023.

Introductions

Introductions of everyone present were made.

Adoption of Agenda

Mr. Davis made a motion that the Board adopts 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 January Meeting Minutes

Ms. Kemp made a motion that the minutes of the January Board meeting be approved as submitted. Second by Ms. Ward. Motion carried.

Financial Report

Business Director Tyler Davis presented the Financial Report for the month of January. As of January 31, 2020, the program had received 1% of budgeted revenues and had expended 9% of budgeted expenditures. This is typical for the beginning of the year since many expenditures, i.e., insurance, dues, etc. are one time expenditures that occur early in the year.

Mr. Davis made a motion that the Board approves the January financial report including the voucher/expenditure report as presented. Second by Ms. Kemp. Motion carried.

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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.

Superintendent Report

Superintendent Wenning updated Board Members on:

- Personnel Changes
 - Resignations
 - Acacia Knight – WVC
 - New Hires
 - Beth Buening – SSA
 - Genny Ramirez – WVC
- Annual Board Member Training Requirements for 2020.

20-02-01 Ms. Kemp made a motion that the Board formally approve budget amendment 2020-01 request to increasing total expenditures by \$15,600 to cover severance payouts and potential severance payouts for the rest of the calendar year. This budget amendment increases the Budgeted expenditures. Second by Mr. Davis. Motion carried.

20-02-02 Ms. Ward made a motion that the Board formally approve the expenditure of \$49,723 for capital improvement – resurfacing of asphalt in areas that need repair. Second by Ms. O’Leary. Motion carried.

20-02-03 Ms. Kemp made a motion that the Board formally authorize payment to management employees in the following positions (Superintendent, Preschool Director, Early Intervention Director, HR Director, Business Director, Service & Support Administration Director and Community Education & Outreach Director) for the conversion of vacation leave accrued, but not used, during the year in which the leave was accrued. Second by Ms. Ward. Motion carried.

20-02-04 Mr. Davis made a motion that the Board formally approve the updates to the 2020 Table of Organization as presented. Second by Ms. O’Leary. Motion carried.

20-02-05 Ms. Kemp made a motion that the Board formally approve the Strategic Plan for January 1, 2020 to December 31, 2022. Second by Mr. Davis. Motion carried.

20-02-06 Mr. Davis made a motion that the Board formally approve and adopt the following policies: #17-84 Behavior Support, #18-84 Personnel, #23-84 Disciplinary Action-Staff Members and #37-90 Drug/Alcohol-Free Workplace. Second by Ms. O’Leary. Motion carried.

Anything for the Good of the Order

Ms. Ward made a motion to excuse Lisa Benanzer and Joyce Ruppert from the meeting. Second by Ms. O’Leary. Motion carried.

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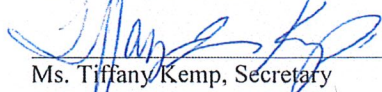
Next Meeting Date

The next meeting will be held on Monday, March 16, 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 12:56 p.m. Second by Mr. Davis. Motion carried.

Respectfully submitted,



Ms. Tiffany Kemp, Secretary



Ms. Darlene Mullen, Administrative Support Manager