

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

Held on February 22, 2021

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Board Members Present: Dallas Davis, Tiffany Kemp, Betsy O’Leary, Joyce Ruppert, Jackie Ward and Bill Zimmerman, Jr.

Board Members by Zoom: Lisa Benanzer

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

Guest Present: Shelby County Commissioner Tony Bornhorst

Call to Order

The February meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by President Davis at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

Moment of Silence

President Davis allowed for a moment of silence asking those in attendance to keep the families of Alvin Plas and Mark Gates in their thoughts.

Adoption of Agenda

Ms. Ruppert made a motion that the Board adopts the agenda as submitted. Second by Ms. O’Leary. Motion carried.

Introductions

Introductions of everyone present were made.

Swearing in Board Members

Shelby County Commissioner Tony Bornhorst swore in Board Member Joyce Ruppert with the Oath of Office. The Board thanked Ms. Ruppert for her willingness to serve a second term of 4 years commencing February 22, 2021 and ending December 31, 2024.

Shelby County Commissioner Tony Bornhorst swore in new Board Member Bill Zimmerman, Jr. with the Oath of Office. The Board thanked Mr. Zimmerman, Jr. for his willingness to serve a term of 4 years commencing February 22, 2021 and ending December 31, 2024.

Appointment of Standing Committees

President Davis appointed the following Standing Committees, Ethics Committee: Dallas Davis – Chair, Jackie Ward, Betsy O’Leary; Personnel Committee: Tiffany Kemp-Chair, Betsy O’Leary, Jackie Ward; Finance Committee: Dallas Davis – Chair, Joyce Ruppert, Bill Zimmerman, Jr.

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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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, 2021, the program had received 2% of budgeted revenues and had expended 7.5% 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.

Ms. Ward made a motion that the Board approves the January financial report including the voucher/expenditure report as presented. Second by Mr. Zimmerman, Jr. 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.

21-02-01 Ms. Ruppert made a motion that the Board formally approve the recommendation for re-appointment of Annette Lochard and Danielle Yinst as Board Members for the Wilma Valentine Childcare effective January 1, 2021 for a term as outlined in their code of regulations. Second by Ms. Ward. Motion carried.

21-02-02 Mr. Zimmerman, Jr. 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. Kemp. Motion carried.

Human Resource Director Lisa Brady updated Board Members on:

- Personnel Actions
 - New Hires
 - Renee Epperson – Administrative Assistant in the Service and Support Administration Department (SSA)
 - Amy Kerrigan – Community Education Specialist in the Community Education and Outreach Department (CEO)

Superintendent Wenning updated Board Members on:

- Covid-19

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Anything for the Good of the Order

Shelby County Commissioner Tony Bornhorst requested SCBDD contact him directly if there are any issues with the Covid19 vaccine.

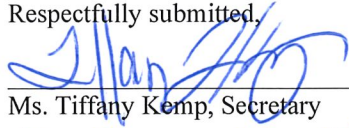
Next Meeting Date

The next meeting will be held on Monday, March 15, 2021, 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 1:01 p.m. Second by Ms. Ruppert. Motion carried.

Respectfully submitted,



Ms. Tiffany Kemp, Secretary



Ms. Darlene Mullen, Administrative Support Manager