

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

Held on August 16, 2021

Page 1

Board Members Present: Dallas Davis, Betsy O'Leary, Joyce Ruppert, Jackie Ward and Bill Zimmerman, Jr.
Board Member by Zoom: Lisa Benanzer
Board Members Absent: Tiffany Kemp

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

Call to Order

The August 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 Bey family in their thoughts.

Adoption of Agenda

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

Reading of the Mission Statement

The mission statement was read by all board members present.

Approval of the June Meeting Minutes

Mr. Zimmerman, Jr. made a motion that the minutes of the June Board meeting be approved as submitted. Second by Ms. O'Leary. Motion carried.

Financial Report

Business Director Tyler Davis presented the Financial Report for the months of June and July. As of July 31, 2021, the program had received 60% of budgeted revenues and had expended 46.84% of budgeted expenditures.

Ms. Ward made a motion that the Board approves the June and July financial reports including the voucher/expenditure reports as presented. Second by Ms. O'Leary. Motion carried.

Administrative Reports

- ***Superintendent***
The Superintendent report was included in the board packet.
- ***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 Preschool report was included in the board packet.
- ***Early Intervention***
The EI report was included in the board packet.

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities

Meeting

Held on August 16, 2021

Page 2

Human Resource Director Lisa Brady updated Board Members on:

- Personnel Actions
 - Resignations
 - Tabitha Hughes
 - Brandi Morrison
 - Genny Ramirez
 - Renee Epperson
 - Holly Middendorf
 - New Hires
 - Douglas Davis – Facilities Technician
 - Mary Rodriguez – Childcare Assistant
 - Sara Mann – Assistant Childcare Program Coordinator
 - Lucinda Morgan – Preschool Supervisor
 - Tori Bensman – Preschool Assistant
 - Alisha Holtzapple – Preschool Instructor
 - Drew Renner – Preschool Paraprofessional
 - Kirstie Dennis – Preschool Paraprofessional
 - Janessa Stewart – Childcare Assistant
 - Lizzie Barr – Part-time Childcare Assistant
 - Aja Dugan – SSA
 - Elaine Kerns – SSA Administrative Assistant

21-08-01 Ms. Ruppert made a motion that the Board formally approve and adopt the following policies: #62-07 Service and Support Administration, #63-07.1 Financial Policy for County Procurement Cards and #86-17 Confidentiality & Computer Security. Rescinded policies included: #48-03 Confidentiality, #55-04 Electronic and Technology and #68-08 Electronic Signature. Second by Mr. Bill Zimmerman, Jr. Motion carried.

21-08-02 Mr. Zimmerman, Jr. made a motion that the Board formally support the decision to add a new position of Service and Support Administrator (SSA) to the SCBDD Table of Organization. Second by Ms. Ward. Motion carried.

Anything for the Good of the Order

Ms. O'Leary made a motion to excuse Tiffany Kemp from the meeting. Second by Ms. Ruppert Motion carried.

Comments

President Davis asked for those in attendance to keep Wilma Valentine Childcare Program Coordinator in their thoughts.

Next Meeting Date

The next meeting will be held on Monday, September 20, 2021, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

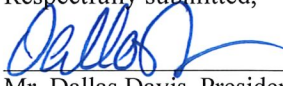
Held on August 16, 2021

Page 3

Adjournment

Ms. Ruppert made a motion to adjourn the meeting at 1:01 p.m. Second by Mr. Zimmerman, Jr. Motion carried.

Respectfully submitted,



Mr. Dallas Davis, President



Ms. Darlene Mullen, Administrative Support Manager