

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

---

Held on September 20, 2021

Page 1

Board Members Present: Lisa Benanzer, Tiffany Kemp, Betsy O'Leary, Joyce Ruppert, Jackie Ward and Bill Zimmerman, Jr.

Board Members Absent: Dallas Davis

Staff Members Present: Lisa Brady, Jeff Coaty, Tyler Davis, 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 Vice President Ward at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

***Moment of Silence***

Vice President Ward allowed for a moment of silence.

***Adoption of Agenda***

Ms. Ruppert 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 present.

***Executive Session***

Mr. Zimmerman, Jr. made a motion that the Board go into Executive Session to consider the employment of a public employee or official at 12:02 p.m. Second by Ms. Kemp. A roll call vote was taken as follows: Lisa Benanzer-Yes, Tiffany Kemp-Yes, Betsy O'Leary-Yes, Joyce Ruppert-Yes, Jackie Ward-Yes and Bill Zimmerman, Jr.-Yes. Motion carried.

***Reconvene***

Mr. Zimmerman, Jr. made a motion to return to regular session at 12:06 p.m. Second by Ms. Benanzer. A roll call was taken as follows: Lisa Benanzer-Yes, Tiffany Kemp-Yes, Betsy O'Leary-Yes, Joyce Ruppert-Yes, Jackie Ward-Yes and Bill Zimmerman, Jr.-Yes. Motion carried.

***Approval of the August Meeting Minutes***

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

***Financial Report***

Business Director Tyler Davis presented the Financial Report for the month of August. As of August 31, 2021, the program had received 92% of budgeted revenues and had expended 61% of budgeted expenditures.

Mr. Zimmerman, Jr. made a motion that the Board approves the August financial report including the voucher/expenditure reports as presented. Second by Ms. O'Leary. Motion carried.

## RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities

Meeting

Held on September 20, 2021

Page 2

21-09-01 Ms. Kemp made a motion that the Board formally approve and adopt the following policies: #42-96 Do Not Resuscitate Orders and #56-04 Concealed Weapons. Second by Ms. Ruppert. Motion carried.

21-09-02 Ms. O'Leary made a motion that the Board formally approve budget amendment 2021-01 request to increase Wilma Valentine Childcare fund salary line to cover health insurance expenses through year end. This budget amendment increases the budgeted expenditures. Second by Mr. Zimmerman, Jr. Motion carried.

21-09-03 Ms. Ruppert made a motion that the Board formally approves a purchase order to reimburse Wilma Valentine for a portion of the playground project. The county board used grant dollars this year to cover therapy expenses to free up local dollars for this project. Second by Ms. Benanzer. Motion carried.

21-09-04 Ms. Kemp made a motion that the Board formally approves the updated calendars for 12 month staff to cover through the end of 2022 which includes officially recognizing Juneteenth as a federal holiday. Second by Mr. Zimmerman, Jr. Motion carried.

21-09-05 Mr. Zimmerman, Jr. made a motion that the Board formally support the decision to add a new position of Community Living Specialist to the SCBDD Table of Organization. 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.

Board Member Bill Zimmerman, Jr. excused himself from the meeting at 12:44pm.

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

Human Resource Director Lisa Brady updated Board Members on:

- Personnel Actions
  - New Hire
    - Amber Leftrict - SSA

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

Ms. Ruppert made a motion to excuse Dallas Davis from the meeting. Second by Ms. Benanzer. Motion carried.

### *Comments*

No comments made.

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities

Meeting

Held on September 20, 2021

Page 3

*Next Meeting Date*

The next meeting will be held on Monday, October 18, 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 12:53 p.m. Second by Ms. O'Leary. Motion carried.

Respectfully submitted,



Ms. Tiffany Kemp, Secretary



Ms. Darlene Mullen, Administrative Support Manager