

Scioto County Board of Developmental Disabilities
Regular Board Meeting Minutes
January 17, 2019

STAR, Inc. @ 5:05 P.M.

1. **Roll Call:** All present from the Organizational Meeting. J. Michael Thoroughman was absent and excused.
2. **Agenda:** No changes as presented
3. **Minutes:** Minutes for the Finance Committee, and Regular Board meetings, both conducted on 12/20/18 were approved collectively in a motion made by Mr. Kleha and seconded by Mr. Bolin. The motion carried unanimously.
4. **Expenses and Fiscal Report:** Superintendent Matt Purcell reporting for Finance Director Lynn Webb, who was unable to attend the meeting. He stated December's general fund started with slightly over \$4.2 million, and ended with just over \$3.7 million after revenue and expenditures. He noted Mrs. Webb had completed the five-year forecast which he would review under New Business. Mr. Purcell added the five-year forecast, and year-end reports were included in the Board packet for review. Mr. Kleha made a motion to accept the oral and written reports and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. Mr. Purcell stated he would elaborate on a couple of items in his report under *New Business*. He informed the Board that flowers were sent to the funeral home on behalf of the Board and SCDD staff for Carla's mother. Mr. Purcell also expressed his appreciation for Carla's efforts in preparing the Board packets each month. There were no other questions or comments.
6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Director's and Community Relations Coordinator Lori McNelly for their reports. There were no questions or comments.
7. **Old Business:** Recommend approval of Policy 2.10-*Credit Card Usage*. Mr. Purcell stated no additional changes had been made since the Board received the policy in December, and the updates were made so the language more closely aligned with ORC rules and state codes. Mr. Kleha made a motion to approve the updated policy and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.
8. **New Business:**
 - A. **Update on Capital Improvement Fund from Safety and Operations Consultant, Darin Porter.** This will include information on installing a fence around the VRS buses as discussed in the December meeting. Mr. Porter distributed the *SCDD Capital Improvement Plan* draft to the Board, which summarized both completed and future projects. It included the estimated vs. actual cost of each project, and year of completion. He reviewed the projects

that had been successfully completed. Mr. Porter noted there were several improvements that had received contributions through various sources to aid in payment. He added future endeavors included updating the gymnasium and replacing florescent lighting with LED lighting at both Carousel Center and VRS. He also discussed the situation with people getting in the buses after hours and on weekends. He and Mr. Purcell had checked the buses and both the front and back emergency doors could be opened from the outside. Mr. Porter explained he would be researching to see if there were any code-compliant ways for locking buses when not in use; however, he was unaware of any school districts that had locks on their bus doors. He stated he would be checking on options to resolve the issue and would update the Board with the information.

B. Discuss, review and recommend approval of:

1. **The 2019 Budget Appropriations:** Mr. Purcell stated the budget appropriations were included with the Board packet and had been approved by the County Commissioners. He added the appropriations were pulled directly from the five-year forecast, and all the budgets came very close to the estimated forecasts.
2. **The proposed five-year forecast:** The forecast was based on 2018 actuals and some formulated increases and decreases, as well as forecasts based on what is known at the present moment. Mr. Purcell stated 2018 ended within 6% (in the black) of what was projected, and this surplus was rolled back into the five-year forecast to use in other forecasted expenditures. Mr. Kleha made the motion to accept the forecast and budget appropriations, and it was seconded by Mr. Bolin. The motion carried unanimously.

C. Review the Community Needs and Assessment Survey Results. The Board received copies of the report at the meeting. Mr. Purcell noted this survey was used in preparing the Annual Action Plan, which would be presented at the February Board meeting. There were 107 respondents, and with the exception of a few items that need addressed, the vast majority of the responses were positive.

D. Review the 2019 Annual Action Plan. Mr. Purcell stated the Annual Action Plan was nearing completion, and would be presented at the February Board meeting. He also mentioned the Annual Staff Satisfaction Survey concluded last week, and he and Ms. McNelly would be compiling those results which aid in moving forward with continued improvements.

E. Review and recommend allocation of IDEA Part B Funds (Federal Awards) Mr. Purcell explained that through IDEA (Individual's with Disabilities Education Act) Part B, funds are awarded to school districts to assist with education costs provided to students with disabilities. The recommended use of the awarded funding (approximately \$35,000) is to put it towards teacher's salaries to offset costs. This also serves as the SCBDD's formal method of accepting public comment regarding the intended use of these funds. It was noted the funding had

decreased by approximately half from last year, and this cut affected all DD schools. Mr. Kleha made a motion to accept the allocation of the award to the instructor's salaries and Mrs. Gibson seconded. The motion carried in a unanimous roll call vote.

- F. **Recommend approval of Resolution 2019-1.01 Regarding Non-Federal Share of Medicaid Expenditures.** Approval of this Resolution is in compliance with Ohio Revised Code Sections 5126.059 and 5126.0510 which mandate County Boards pay the Non-Federal share of Medicaid expenditures for certain services to eligible individuals. The Resolution appropriates up to \$1,000,000 of the SCBDD CY 2019 budget for the expense. Mr. Purcell noted even though SCDD no longer provide waiver services, it is still required they pay approximately 40% of private Day Hab costs. It was explained Day Hab providers supply the services, and are then reimbursed 100% of the cost. It was noted that an analysis was conducted when STAR was being privatized, and even with the high match amount, the Board is still projected to save money. Mr. Kleha made the motion to approve the Resolution and it was seconded by Mr. Bolin. The motion carried unanimously. The six Board members present signed the Resolution.
 - G. **Selection of OACB Advocacy Chair.** The Board nominated Mr. Thoroughman to serve as the Board's Advocacy Chair for the Ohio Association of County Boards (OACB), contingent on his acceptance.
 - H. **Discussion of \$65,219 contribution from the Scioto County Commissioners for STAR bathroom project.** Mr. Purcell stated he had recently met with the Commissioners to confirm their contribution towards the STAR bathroom renovation. He commended the Commissioners for continuing to actively participate in assisting STAR and VRS buildings in their improvements. The Commissioners donated \$65,219 towards the project.
 - I. **Recommend adding the position of Substitute Janitor/Maintenance.** Mr. Purcell explained there was only one maintenance person covering both VRS and the Carousel Center at this time. He stated a sub was needed to cover mid-level maintenance requests at times the regular maintenance person was unavailable. He added this was a non-permanent, intermittent, "at will" position. Mr. Purcell also noted there was someone who was being considered for the position, who had previously done some work via STAR at the VRS building. Mr. Kleha made a motion to add the position of Substitute Janitor/Maintenance and Mrs. Gibson seconded. The motion carried unanimously.
9. **Committee Reports: Ethics Committee** – J. Kleha, Chair. The Committee met at 4:30 P.M. to discuss a Direct Service contract that affected 31 individuals/families that are eligible to receive services in 2019. There were no conflicts found. Mr. Kleha made a motion to approve the contract and it was seconded by Mrs. Gibson. The motion carried unanimously.

10. **Other: None**

11. **Comments from the floor:** Speakers are required to state their name and address for the record. Additional speaking rules are on the back of the public agenda.

EI/HMG Director Tammy Nelson stated she had received written notification that the *Help Me Grow* Program, (recently taken over by SCDD) had received national accreditation. Mr. Purcell commended Mrs. Nelson, and added there would be a press release available soon.

Mr. Bolin noted he had attended the VRS Christmas Program and it had been a fantastic presentation.

14. **Adjournment:** On a motion made by Mr. Bolin and seconded by Mrs. Gibson, the Board adjourned at 5:38 P.M. The motion carried.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Michael Arnett
Recording Secretary