

Scioto County Board of Developmental Disabilities
FINANCE COMMITTEE MEETING
MARCH 21, 2019-4:00 P.M. @ STAR, INC.

Agenda & Minutes

1. **Roll Call** – Present were Chairman J. Michael Thoroughman, Michael Arnett and Rodney Barnett. Attending ex-officio was Superintendent Matt Purcell.
2. **Agenda** – Discussion of Capital Improvement Plan projects for VRS and Carousel Center.
3. **Renovations** – The following items were discussed:
 - A. A proposal from Cincinnati Floor Company estimated the VRS gym renovations at \$52,500. Improvements include replacing the floor (\$39,000), adding wall mats (\$4,000), re-sanding the stage (\$3,000) and furnish and install new volleyball set, with sleeves and cover. (\$6,500).
 - B. Remove old lighting and update to LED lighting in the VRS and Carousel Center at a cost of approximately \$42,000 (\$21,000 per building). It was noted this renovation would pay for itself in approximately three years as AEP guarantees the use of LED lighting will save \$8,604 on electricity per year along with the anticipated savings of approximately \$2,500 per year on maintenance and light bulbs, as well as a one-time energy rebate of \$7,750. Those savings will continue for the remainder of ten years when the bulbs will need replaced.
 - C. Replace flooring and furniture in classrooms at VRS and Carousel Center (as needed) at a cost not to exceed \$50,000. It was noted these revisions would include upgrades of work stations, desks, etc. to create the best learning environment possible for the students.
 - D. The total amount requested is approximately \$150,000, which leaves roughly \$150,000 appropriated in the Capital Improvement Plan for 2019. This amount does not reflect future annual savings of around \$11,000 per year for six years (for a total of approximately \$66,000) the Board would receive "back" as a result of the lighting upgrades, and any costs coming in lower than expected for flooring and furniture in the classrooms. The net amount may be considerably less once the savings are calculated in the equation.
4. **Recommendations to the Full Board** - The Committee agreed to recommend approval of the full amount of \$150,000 to the Board for the renovations.
5. **Adjournment** - The Committee adjourned at approximately 4:15 P.M.

STAR, Inc. @ 4:45 P.M.

**Scioto County Board of Developmental Disabilities
Board Meeting Minutes
March 21, 2019**

Prayer & Pledge - Richard Bolin

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, Richard Bolin, Cindy Gibson, C. William Rockwell, Jr. and Jeffrey Kleha
2. **Agenda:** Superintendent Matt Purcell requested an Executive Session be added to the agenda *in accordance with ORC 121.22 Public Meetings - Exceptions (G) (I), the Board will enter into executive session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official.* He also requested an item be added under New Business as # 9F- Discuss and recommend approval for Narcan (an opioid reversal medication) to be available for emergency use in the VRS and Carousel Center buildings. There were no objections.
3. **Minutes:** Minutes for the Personnel Committee, Ethics Committee and Regular Board meetings, all conducted on 2/21/19 were approved collectively in a motion made by Mr. Arnett and seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Finance Director Lynne Webb reporting. Mrs. Webb thanked the Board for signing ten *Then & Now Certificates* and four *Moral Obligations*. She stated February's general fund started with slightly over \$3.5 million, and ended with just over \$3 million after revenue and expenditures. There were no questions or comments. Mr. Bolin made a motion to accept the oral and written reports and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. Mr. Purcell stated that March is *Developmental Disabilities Awareness* month, and several events were in progress to celebrate. Activities include a resolution being signed by the Scioto County Commissioners, the VRS Cardinals victory over their main rival "Open Door School", the upcoming Hardwood Heroes game on March 30, and various other outreach endeavors. Mr. Kleha made a motion to accept the written and oral report and it was seconded by Mr. Thoroughman. The motion carried unanimously.
6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Directors and Community Relations Coordinator McNelly for their reports. Programs Director Guthrie commented the United Commercial Traveler's Group had made a donation of \$900 to Vern Riffe School. The group uses the STAR building for their monthly group meetings. Mr. Barnett asked that the group be formally thanked for the generous donation. There were no other questions or comments.
7. **Committee Reports:**
 - A. **Finance Committee** – M. Thoroughman, Chair. The Committee met at 4:00 P.M. prior

to the Board meeting. Chairman Mike Thoroughman stated the Committee had three recommendations for the full Board which would allocate funds from the Capital Improvement Plan.

1. A recommendation to approve approximately \$52,500 for renovations on the VRS gym was presented for approval. Improvements included replacing the floor (\$39,000), adding wall mats (\$4,000), re-sanding the stage (\$3,000) and upgrades to the volleyball equipment (\$6,500). Mr. Thoroughman asked for comparison pricing for the wall mats to see if those could be purchased for less.
 2. A recommendation to remove old lighting and update to LED lighting in the VRS and Carousel Center at a cost of approximately \$42,000 (\$21,000 per building) was presented for approval. It was noted this renovation would pay for itself in approximately three years as AEP guarantees the use of LED lighting will save \$8,604 on electricity per year, along with the anticipated savings of approximately \$2,500 per year on maintenance and light bulbs, as well as a one-time energy rebate of \$7,750. Those savings will continue for the remainder of ten years when the bulbs will need replaced.
 3. A recommendation to replace flooring and furniture in classrooms at VRS and Carousel Center (as needed) at a cost not to exceed \$50,000 was presented for approval. It was noted these revisions would include upgrades of workstations; desks, etc. to create the best learning environment possible for the students.
 4. The total amount required for approval is approximately \$150,000, which leaves approximately \$150,000 appropriated in the Capital Improvement Plan for 2019. This amount does not reflect future annual savings of approximately \$11,000 per year for six years (for a total of roughly \$66,900) the Board would receive "back" as a result of the lighting upgrades, and any costs coming in lower than expected for flooring and furniture in the classrooms. The net amount may be considerably less once the savings are calculated in the equation.
 5. Mr. Thoroughman made a motion to approve the amounts requested for each project collectively and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.
 6. Mr. Barnett stated approving the funding for these projects will be valuable to many people, as well as a great investment for the individuals and community. He expressed his appreciation to those who gathered the information and assembled the figures for the presentation. He added this project would be money well-spent as it benefits "us" as a group, rather than one individual or classroom.
- B. Ethics Committee – J. Kleha, Chair. The Committee met at 4:30 P.M. to discuss four Direct Service contracts. There were no conflicts found. Mr. Kleha made a motion to approve the contracts and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.
8. **Old Business:** Recommend approval of revised Policy 4.12-*Addressing Major Unusual Incidents and Unusual Incidents to Ensure Health, Welfare and Continuous Quality Improvement*. The policy was amended to reflect the Ohio Administrative Code changes that became effective 1/1/19. The Board was given the Policy for review at the last Board

meeting. Mr. Thoroughman made a motion to approve the revised policy and it was seconded by Mr. Bolin. The motion carried unanimously.

9. New Business:

- A. Recommend extending the part-time Behavior Support contract through the end of the school year (April 1 -June 1) Mr. Purcell stated the Board had approved a 90-day contract for Behavior Support assistance for school aged children in January. He noted he had spoken with the full time Behavior Support Coordinator and she had expressed the part-time assistant, Andrea [McClellan], had proven extremely valuable. Mrs. Guthrie stated Andrea had been very well received by students, staff and parents and was considered an asset to the program. Mr. Kleha made a motion to extend the contract through June 1, and it was seconded by Mr. Arnett. The motion carried unanimously.
- B. Recommend approval of the 2019-2020 VRS and 12-Month Programs calendars. The Board was given the calendars for review. It was noted instructional and staff hours all met requirements needed. Mr. Bolin made a motion to accept the calendars and it was seconded by Mr. Thoroughman. The motion carried unanimously.
- C. Recommend approval contract directly with therapist and agencies to provide Early Intervention therapy services to begin July, 2019. Mr. Purcell explained over the past few years SCDD has been utilizing EI therapy services, including speech, physical therapy, and occupational therapy, under a *Pilot Program* directed by SOCOG. Other counties team together within the program to help pay for the services, as well as some payment being covered by DoDD. As the program expires June 30, and therapy services are still very much needed, SCDD will need to pay for these services directly to the therapy provider. SCDD's cost with the Pilot Program was approximately \$50,000, and Mr. Purcell stated cost for the services paid directly will likely be less, and at the very least be cost-neutral. Mr. Thoroughman made a motion to approve the recommendation and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.
- D. Board Members will receive section six of the OACB Board Member Reference Manual regarding *Local Funding-Levies*. The Board was given updated copies to replace section six in their current Board manual.
- E. Recognize a resolution from the Scioto County Commissioners proclaiming March, 2109 as *Developmental Disabilities Awareness Month*. The Board received a copy of the signed resolution urging everyone to get to know someone with a disability and celebrate their abilities!
- F. Discuss allowing the drug "Narcan" to be housed in both the VRS and Carousel Center buildings. EI/Help Me Grow Director Nelson explained the health department does make Narcan available in the form of a nose spray to area businesses and agencies. She added with the epidemic of opioid drug use in Scioto County, having trained personnel on staff who could administer the Narcan in case of an overdose could save a life until paramedics arrived. Mrs. Nelson stated she is hoping, since the Narcan would be coming from the City Health Department, there would be no cost to the

SCDD. Mr. Arnett asked if SCDD could be held liable if there was an overdose in the building and the available Narcan was NOT used, and Mr. Kleha responded it was possible SCDD could be held accountable in that instance. Mr. Purcell stated he would look into ensuring any liability risks would be reduced to a minimum Mrs. Nelson noted there were no known negative side effects if Narcan was administered to someone who had not overdosed. Following further discussion, Mr. Kleha made a motion to approve Narcan to be available in the VRS and Carousel Center buildings at the discretion of the Superintendent, pending legal counsel review and approval, and it was seconded Mr. Thoroughman. The motion carried in a six to one roll call vote with Barnett, Thoroughman, Bolin, Kleha, Rockwell, and Gibson voting YEA and Arnett voting NO.

10. **Other:** Mr. Bolin noted "Perry's Pizza Barn" in Scioto Dale was collecting donations for STAR, Inc. for the month of March in recognition of "DD Awareness Month".
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. There were no comments from the floor.
12. **Executive Session:** On a motion made by Mr. Arnett and seconded by Mr. Bolin, the Board entered Executive Session *in accordance with ORC 121.22 Public Meetings-Exceptions (G) (1), the Board will enter into executive session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee(s) or official* at 5:47 P.M. The motion carried unanimously.
13. **Adjournment:** The Board reconvened into regular session at 5:59 P.M. No action was taken. On a motion made by Mr. Thoroughman and seconded by Mr. Rockwell, the Board adjourned at approximately 6:00P.M. The motion carried.

Minutes Prepared by:
Carla Nelson-White
Board Clerk

Respectfully Submitted by:
Michael Arnett
Recording Secretary