

**Scioto County Board of Developmental Disabilities**  
**Board Meeting Minutes for May 29, 2018**  
**(Rescheduled from May 17, 2018)**

STAR, Inc. @ 4:30 P.M.

President Rodney Barnett called the meeting to order at 4:30 P.M.  
Prayer & Pledge – Richard Bolin

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Richard Bolin, Jeffrey Kleha and C. William Rockwell Jr. Recording Secretary Michael Arnett and member Cindy Gibson were unable to attend.
2. **Agenda:** There were no changes to the revised agenda.
3. **Minutes:** Mr. Rockwell made a motion to approve the regular Board minutes from 4/19/18 and it was seconded by Mr. Bolin. The motion carried unanimously.
4. **Expenses and Fiscal Report:** Finance Director Lynne Webb reporting. Mrs. Webb thanked the Board for signing three *Moral Obligations*. She stated the General fund balance for April started with slightly over \$4.5 million and ended with just over \$4.2 million after revenues and expenditures. There were no questions or comments. Mr. Bolin made a motion to accept the written and oral report and it was seconded by Mr. Thoroughman. The motion carried unanimously.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. Mr. Purcell's report included section three of the OACB handbook - *Supporting People With Developmental Disabilities*. He thanked the Board for rescheduling the meeting, and commended the Directors and staff for their hard work and efforts.

-Mr. Purcell updated the Board on the STAR bathroom project. He stated the architect had completed the drawings and an estimate was given of \$200,000, which exceeded the ballpark figure of \$85,000 - \$100,000 that was discussed at previous Board meetings. Mr. Purcell explained the basic renovations needed were quite extensive, and SSA Director Chad Phipps stated the plans included much needed additional changing rooms and stalls. Mr. Purcell noted that before the bidding process will begin, a meeting with the architect will be conducted to determine what is ultimately necessary and what can be afforded.

-Mr. Purcell also informed the Board that the VRS front entrance is in need of repairs, and a cost of \$5,000 to \$6,000 was anticipated for the project. After inspecting the entrance, it was discovered more repairs were needed than originally thought at an estimate of \$15,000. A significant part of the estimate was designated for crane rental, and it was determined a larger amount for the rental would be necessary.

-There was discussion and questions from the Board. Mr. Purcell stated he would consult with the Board on both projects as needed. Mr. Bolin 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 reports were submitted to the Board prior to the meeting. Mr. Barnett thanked the Directors and Community Relations Coordinator for their reports. There were no questions or comments.
7. **Committee Reports: Ethics Committee** – J. Kleha, Chair. There was no Ethics meeting this month.
8. **Old Business:** Mr. Purcell noted the in-service training with Randy Beach had been rescheduled for 6/21/18, following the regular Board meeting. The Board agreed that date was acceptable.

9. **New Business:**

A. **Recommend the following changes to the Table of Organization:**

1. Change title of “Permanent Floating Light Duty Position” to “Business Office Support Specialist” effective 7/1/18. Mr. Purcell stated the employee currently in this position would be elevated to the new title of Business Office Support Specialist, and would be given more specialized tasks to support the Finance office. When privatization occurs, an office staff from STAR will migrate to the SCDD business office to perform secretarial duties.
2. Abolish one part-time “Supported Living Service Provider” effective 6/1/18 because of lack of work. (Lay off one part-time employee)
3. Move both maintenance repair workers under the supervision of the Superintendent effective 7/1/18. Currently, they are under Kelly Hunter and Tammy Guthrie.
4. Abolish to facilitate separation from STAR, Inc. effective 7/1/18
  - a. Director of Adult Services (1) (Layoff)
  - b. Secretary (1) (Move to SCDD Business Office Secretary position)
  - c. Nurse (1) Vacant
  - d. ISF (3) Layoff
5. Change the part-time Developmental Specialist position to a full-time position effective 6/4/18.

Mr. Purcell explained the majority of these changes were necessary in moving forward with the STAR privatization process. Mr. Kleha made the motion to approve the changes and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.

**B. Discuss results of Pre-Accreditation review.** Mr. Purcell stated SSA Director Chad Phipps had arranged for Southern Ohio Council of Governments (SOCOG) to help prepare Scioto County DD for the DODD accreditation process.

He stated SOCOG evaluated SCDD to ensure required minimum standards needed for DODD accreditation were being met. A report noting areas that needed improvement was reviewed. Mr. Purcell explained any deficits listed had either already been corrected, or were very easy to correct. He also congratulated the Department Heads for their excellent reviews, and stated SOCOG had specifically commended EI/Intake Director Tammy Nelson on her assessment.

**C. Recommend approval of the 12-Month Employee Calendar.** The Board received the calendar for review. After a few questions from Board members, Mr. Kleha made a motion to approve the calendar and it was seconded by Mr. Bolin. The motion carried in a unanimous roll call vote.

10. **Other:** Mr. Purcell stated the *Ohio Public Employee Retirement System* (OPERS) had established that SCDD STAR employees who will be affected by the privatization will be considered “carry-over employees” and will continue to participate in PERS.
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. Mr. Thoroughman confirmed the estimate for the STAR bathroom project and repair of VRS entrance. A few questions and discussion followed.
12. **Adjournment:** The Board adjourned at 4:55 P.M. on a motion made by Mr. Rockwell and seconded by Mr. Thoroughman. The motion carried unanimously.

Minutes Prepared by:  
Carla Nelson-White  
Board Clerk

Respectfully Submitted by:  
Matt Purcell  
Superintendent