

**Scioto County Board of Developmental Disabilities
Board Meeting Minutes for July 19, 2018**

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

President Rodney Barnett called the meeting to order at 4:45 P.M.
Prayer & Pledge – Richard Bolin

Before the meeting began, a donation of \$312 was presented to SCDD from Gary Marion of the Portsmouth area Knights of Columbus. President Rodney Barnett accepted the check, and thanked Mr. Marion and the members of K of C for their continued support of the organization.

1. **Roll Call:** Present were President Rodney Barnett, Vice-President J. Michael Thoroughman, Recording Secretary Michael Arnett, Richard Bolin, Jeffrey Kleha, C. William Rockwell Jr. and Cindy Gibson.
2. **Agenda:** There were no changes to the agenda.
3. **Minutes:** Mrs. Gibson made a motion to approve both the Ethics Committee and Board minutes from 6/21/18 and it was seconded by Mr. Bolin. The motion carried unanimously in a roll call vote.
4. **Expenses and Fiscal Report:** Finance Director Lynne Webb reporting. Mrs. Webb thanked the Board for signing five *Moral Obligations* and one *Then & Now Certificate*. She stated the month of June started with slightly over \$4.1 million dollars and ended with just over \$3.7 million dollars after revenue 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 Mrs. Gibson. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Matt Purcell reporting. Mr. Purcell's report included section five of the OACB handbook – *Partners & Stakeholders*.
-Mr. Purcell updated the Board on the migration of the "Help Me Grow" Program to the Carousel Center, and the first few weeks of the STAR privatization. He stated Tammy Nelson and Kelly Hunter had accepted huge challenges in taking on these endeavors and were to be commended for their efforts in running the programs. He noted there was still much to learn in both situations, but they were going very well at this time.
-Mr. Purcell informed the Board that he, Chad Phipps and Joy Copen are working on strategies on how to best manage the workload that will come with the new ("Fix the List") waitlist rule, effective 9/1/18. He stated SCDD has a projected 600 individuals that will need assessments in the initial transition period, as the new rule mandates individuals are placed on the list in the order of the severity of their needs. Mr. Purcell noted they are discussing options in how to most efficiently complete the assessments within the 2.5 year timeframe, including contracting with Southern Ohio Council of Governments to assist with the evaluations.
Mr. Arnett made a motion to accept the oral and written report and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

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 Committee meeting for the month of July.
8. **Old Business: Board In-Service Training:** Mr. Purcell noted the in-service training with Randy Beach would follow the Board meeting. It was noted this training would satisfy half of the required training hours for the calendar year.
9. **New Business:**
 - A. **Recommend approval of the 2107 Annual Report:** The Board received the report for review prior to the meeting. Mr. Purcell stated the report contains a brief analysis of the SCDD programs and financial statistics for 2017. The Administrative Team worked with the Community Relations Coordinator in providing the necessary information. Mr. Purcell commended those involved in creating the report. Mr. Thoroughman made a motion to approve the report and it was seconded by Mr. Rockwell. The motion carried unanimously.
 - B. **Recommend approval of the 2018/2019 VRS bus routes:** The Board received the bus route schedule at the meeting.
 - C. **Recommend approval to retain the one additional bus route approved at the March, 2018 Board meeting.** Mr. Purcell explained the routes had been reassessed and the additional route was still needed; making a total of seven routes for VRS. Mr. Bolin made a motion to approve both the 2018/2019 bus route schedule and to retain the additional bus route. Mrs. Gibson seconded the motion and the motion carried unanimously.
 - D. **STAR bathroom update:** Mr. Purcell stated that Mr. Hunter (STAR) and Mrs. Webb (SCDD Finance Director) had recently been involved in meeting with the architects and potential contractors in pre-bid and bid opening meetings for the STAR bathroom project. Estimates and figures were discussed, and the contractors were permitted to survey the bathrooms and the work needed before submitting their sealed bid. Mr. Purcell stated that only one contractor submitted a bid for approximately \$280,000, which by law cannot be accepted as it is more than 10% over the published estimate of \$195,000. Suggested options to move forward with the project include raising the estimate and accepting new bids, making more changes in the renovations to further reduce cost, or cancelling the project completely. There was discussion and questions among the Board members. Mr. Rockwell stated the Board had to decide if they were comfortable in raising the estimate to \$250,000. Mr. Purcell noted the first step would be to again meet with the architect and try to cut even more costs on the renovation in hopes contractors could come in with a bid below the new estimate. Mr. Purcell also added that SCDD was not obligated to follow through with the project if the bids were too high, and would just have to absorb the advertising costs and architect fees. Following further discussion, Mr. Arnett made a motion to (1) Reject the sole bid received, (2) Raise the estimate to \$250,000 and (3) Accept new sealed bids based on the new \$250,000 estimate. The motion was seconded by Mr. Thoroughman and carried in a unanimous roll call vote.

E. Update on Petermann bathroom expansion: Mr. Purcell stated Petermann's staff had grown from 15 to 31 in the past nine years and an additional bathroom in the bus garage had become a necessity. He added a couple of estimates had been obtained with the lower being \$15,700. Petermann has agreed to pay \$5,000 on the expansion, bringing SCDD cost down to \$10,700. Mr. Rockwell made a motion to accept moving forward with the additional bathroom and it was seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.

F. Recommend approval for payment of an overage in STAR's contract for the month of June. A payment of \$8,510 for an overage in STAR's contract was requested. Mr. Hunter stated the overage was, again, a result of needing more staff for the individuals. Mr. Rockwell made a motion to approve the payment and it was seconded by Mr. Thoroughman. The motion carried in a unanimous roll call vote.

10. Other: Mr. Purcell requested that a previously discussed infrastructure subsidy of \$150,000 to help STAR with the privatization transition be recommended for approval. It was determined the best use of the funding would be building and vehicle maintenance, as the County Commissioners own the STAR building and also several of the vehicle's STAR use for the transportation of individuals. He explained Petermann had discontinued some bus routes that were picked up by STAR. Transportation Manager Karin Campbell stated there were 12 active individuals who were affected. Four of them are in an area that Petermann cannot feasibly serve. Petermann offered the remaining eight alternative stops, and the individual's SSA will be meeting with them to determine if they will accept that option or choose another transportation provider. There was talk among the Board including the risks involved in giving the money in one lump sum, or spreading it over a three year period. After discussion and questions, Mr. Thoroughman made a motion to give STAR a one-time lump sum of \$150,000 to be used for maintenance of the STAR building and maintenance of the vehicles used for SCDD individuals who need transportation. The motion was seconded by Mr. Arnett and carried in a unanimous roll call vote.

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. Adjournment: The Board adjourned at 5:30 P.M. on a motion made by Mr. Arnett and seconded by Mr. Bolin. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White, Board Clerk

Respectfully Submitted by:
Michael Arnett, Recording Secretary