

Scioto County Board of Developmental Disabilities
Regular Board Meeting Minutes
January 19, 2017

STAR, Inc. @ 5:30 P.M.

1. **Roll Call:** All present from Organizational Meeting
2. **Agenda:** Ms. Monroe asked to add Resolution 2017-1.02 Regarding Non-Federal Share of Medicaid Expenditures under #9M- New Business. She requested #9D- Proposed Revisions to the Table of Organizations be tabled until next month. She also asked to introduce the new Medicaid Services Manager. There were no objections.
3. **Minutes:** Minutes for the Regular Board Meeting conducted on December 15, 2016 were approved on a motion made by Mr. Rockwell and seconded by Mrs. Gibson. The motion carried in a unanimous roll call vote.
4. **Expenses and Fiscal Report:** Director of Finance Matt Purcell reporting. Mr. Purcell thanked the Board for signing numerous *Then and Now Certificates* and *Moral Obligations*. He had nothing to add to the written reports. Mr. Barnett commended Mr. Purcell on the accuracy of his budget projections. Mr. Thoroughman made a motion to accept the written and oral report as it was presented and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.
5. **Superintendent's Report:** Superintendent Julie Monroe reporting. The Board Members received a copy of the report prior to the meeting. There were no questions. Mr. Kleha made a motion to accept the report and Mr. Arnett seconded. The motion carried unanimously.
6. **Program Reports:** The Program Reports were submitted to the Board Members prior to the meeting. Mr. Barnett thanked the Director's for their reports.
7. **Old Business:** None
8. **Committee Reports:**
 - A. **Finance Committee – M. Thoroughman, Chair** Mr. Thoroughman stated the Committee had discussed and reviewed the budget appropriations for 2017, as well as the five year forecast inclusive of a budgeted cost of living increase for most staff of 3%, and recommended they be approved. Ms. Monroe added there was a slight carryover balance from 2016 of 10% of the budget. Mr. Thoroughman made the motion to accept the budget and five year forecast, and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.
 - B. **Officer Nominating Committee – C. Gibson standing in for Chair R. Bolin.** Mrs. Gibson had nothing to add to the recommendations/minutes. The Officers were voted in during the Organizational meeting.

C. **Ethics Committee – J. Kleha, Chair** The Committee met at 4:45 P.M. to discuss two 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.

9. **New Business:**

A. **Superintendent Professional Development Plan** – Ms. Monroe stated she has a five-year provisional certificate, which requires 120 credit hours between 2015 and 2020 to maintain her certification. By serving on several committees, as well as attending relevant trainings to further her knowledge, Ms. Monroe stated she should have no difficulty in completing the required hours.

B. **Strategic Plan Review** – The Board received the Plan for 2017-2020 at December's meeting. Ms. Monroe noted the Plan had been revised slightly after receiving input from some staff members. She reviewed the five goals established in the three year plan, and added that action steps would be identified each year to guide implementation. Mr. Thoroughman made a motion to approve the updated 2017-2020 Strategic Plan and the 2017 Annual Action Plan, and it was seconded by Mr. Kleha. The motion carried in a unanimous roll call vote.

C. **Strategic Plan Progress Report 2016** – Ms. Monroe stated the 2016 Strategic Plan Progress Report, listing accomplished goals for 2016, is currently available on the SCBDD website. She added individuals and their families had been notified of the report and were asked to review it and give input. Mr. Thoroughman made a motion to accept the Strategic Plan Progress report and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

D. **Proposed revisions to the Table of Organization** – Tabled until February, 2017 Board meeting.

E. **Superintendent Evaluation Tool** – The Board received an evaluation tool for use in evaluating the Superintendent. The Board agreed to use the tool to evaluate Ms. Monroe as a full Board. Mr. Rockwell made a motion to accept the evaluation tool and it was seconded by Mr. Barnett. The motion carried in a unanimous roll call vote.

F. **Review and recommend approval of the following revised Policies:**

1. Section 1.01 – Board Member Authority and Duties
2. Section 2.02 – Board Members
3. Section 1.05 – Board Member Code of Ethics
4. Policy 2.04 – Public Records

The Policies were updated/revised to reflect the DODD new Board Member handbook, which the Board will receive in February

G. **Recommend abolishment of the following Policies as they are no longer valid and/or have been replaced or integrated into other policies.**

1. Section 1.06 – Board Member Conflict of Interest
2. Section 1.09 – New Board Member Orientation
3. Section 1.10 – Board Member Training Requirements
4. Section 3.01 – Powers and Duties
5. Section 4.04 – Case Management

After some discussion, Mr. Kleha made a motion to approve the updated policies and abolish the recommended policies collectively. The motion was seconded by Mr. Rockwell and carried in a unanimous roll call vote.

- H. 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 \$68,000) is to put it towards teacher's salaries to offset costs, as this is an acceptable use of the funding. This also serves as the SCBDD's formal method of accepting public comment regarding the intended use of these funds. Mr. Arnett made a motion to accept the allocation of the award to the instructor's salaries and Mr. Rockwell seconded. The motion carried in a unanimous roll call vote.
- I. Recommend approval of Resolution 2017.1-1 Regarding Provision of Early Intervention Services for Children Ages 0 to 3.** This Resolution clarifies which Early Childhood Intervention services SCBDD will provide, and states no other obligation other than what is set forth in the Resolution will be provided. Mr. Rockwell made a motion to adopt and approve the Resolution and Mr. Thoroughman seconded. The motion carried in a unanimous roll call vote.
- J. Review DODD's Proposal for Developmental Center Admission** Ms. Monroe explained that sometimes a crisis/emergency situation places an individual in a Developmental Center. If the individual resides in Scioto County, it is the Board's responsibility to pay the cost of approximately \$7000 per month, until that individual is deemed well enough to return to regular care. The DODD is working on a proposal that will require the state pay for individuals who need short-term care (180 days or less) Currently, SCBDD has one individual in long-term Developmental Center care.
- K. Update on new State Budget.** Ms. Monroe reported DODD Director John Martin does not anticipate any changes in the new state budget for the biennium.
- L. Selection of OACB Advocacy Chair.** Mr. Thoroughman agreed to serve as the Board's Advocacy Chair for the Ohio Association of County Boards (OACB). Mr. Barnett made a motion to appoint Mr. Thoroughman as Chair and Mr. Kleha seconded. The motion carried unanimously.

M. Recommend approval of Resolution 2017-1.02 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 \$650,000 of the SCBDD CY 2017 budget for the expense. Mr. Thoroughman made the motion to approve the Resolution and it was seconded by Mr. Rockwell. The motion carried in a unanimous roll call vote.

10. Miscellaneous

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. Ms. Monroe introduced Steve Sowkulech, Medicaid Services Manager to the Board. Mr. Sowkulech thanked the Board for the opportunity.

12. Adjournment – Mr. Thoroughman made a motion to adjourn at 6:12 P.M., and Mr. Arnett seconded. The motion carried unanimously.

Minutes Prepared by:
Carla Nelson-White

Respectfully Submitted by:
Michael Arnett, Recording Secretary